



**Interim Control By-law #05/2026 Study
Scope of Work**

BACKGROUND

On February 23rd, 2026 that Council of the Township of Guelph/Eramosa passed an Interim Control By-law (By-law #05/2026) under Section 38(3) of the *Planning Act*. As the last date of appeal was Tuesday April 14th, 2026, this By-law is now in effect until February 23rd 2027. The By-law and Notice are incorporated in **Attachments 1 and 2**.

The Township is concerned about the protection and underutilization of rural industrial and/or employment lands, including the development of these lands with uses that do not provide employment opportunities and without main buildings that are appropriately sized based on the lot area and/or scale of parking and/or storage.

STUDY AREA

The study area is specific to lands within the Township that are designated in the County of Wellington Official Plan as Rural Employment Area which is shown on Schedule B3 Land Use Guelph/Eramosa. Schedule B3 is included in **Attachment 3**.

These parcels are generally zoned in the Township's Zoning By-law #40/2016 as Rural Industrial (M1), site specific M1 zones, and Agricultural (A), with some Environmental Protection (EP) Zone.

STUDY SCOPE

The main goal of the study is to evaluate these uses and prepare and present recommended updates to the Township's Zoning Bylaw under the *Planning Act*. A key component of the study is to ensure the Township's employment lands are used for the highest and best purposes, including supporting uses that provide employment and job opportunities.

The scope of the study includes:

- **Impacts, zoning provisions, and tools** -- Evaluating Transport Establishment's, without primary buildings, and uses (primarily transport industry focused) that have land expansive parking lots/areas for profit and/or gain (with or without a primary building) to evaluate their impacts (off-site and to the employment land supply) to identify the appropriate planning tools and process (such as terms of references for Traffic Impact Studies), and zoning provisions required to guide this use.
- **Location** - Evaluating where these uses may be best located and/or directed, including based on road network/hierarchy and off-site impacts.
- **Best practices** - Best practices and recommendations related to single or multi-tenanted users, truck remuneration/paying to park; buildings and/or structure requirements,

including minimum building size; landscaping requirements; locating of these uses; definitions; other zoning provisions, etc.

- **Additional outcomes** - The review may also include any recommendations as it relates to (i) future policy updates and consideration for the County Official Plan; however, any outcomes of this project should not be dependent on these policy updates; and (ii) general provisions within the By-law that may allow truck parking (i.e. truck parking related to agricultural uses for example Section 5.1.12.4 Parking of Commercial Motor Vehicles, Tractor Trailers and Buses in the Agricultural Zone).

BACKGROUND INFORMATION FOR REVIEW

It is anticipated that a background review will include a review of resources, including but not limited to:

- Review and provide an overview of any federal and provincial regulations in place for the trucking/logistics industry;
- Review provincial and local background information including but not limited to the Provincial Planning Statement (2024), the Ontario Freight Supportive Guidelines, Minimum Distance Separation (MDS) Document Publication 853, the County Official Plan, local Official Plans, Zoning By-laws, Guelph/Eramosa Site Plan Guidelines etc.;
- Review any County land needs/inventory reports prepared through the County Municipal Comprehensive/5 year review, where needed;
- Review and summarize best practices in other jurisdictions (within the County and external).

REPORTS, DELIVERABLES, PUBLIC ENGAGEMENT, AND TIMELINES

Reports & Deliverables:

- Site visit(s) of Study Area;
- 1. Background and Information Report including summary of best practices;
- 2. Options Report based on Background and Information Report with recommended options and draft zoning provisions. The options may address items such as:
 - Zoning By-law updates including where permitted or not, provisions including specific provisions related to the use etc.
 - Site plan requirements including use specific requirements
 - *Planning Act* submission requirements including recommended Terms of reference for specific studies

- Provide policy suggestions for the County of Wellington Official Plan to consider in the future to assist in managing and appropriately locating these uses
- 3. Information Report with Draft Zoning Provisions
- 4. Public Meeting Report with draft amending by-law under the *Planning Act*; and
- 5. Recommendation Report under the *Planning Act* with amending by-law.

Additional discussion regarding the future engagement of the public and at which step in the process will be required.

All reports will be accompanied by a Power Point presentation. It is anticipated that Reports 1-3 will be presented to the Committee of the Whole. Any output shall be made AODA compliant. A copy of the 2026 Council Schedule is included in **Attachment 4**.

Public Engagement:

Additional discussion regarding the future engagement of the public and at which step in the process will be required.

- Facilitate municipally led engagement (i.e. Open House).
- Statutory Public Meeting under the *Planning Act*;
- It is the Township's practice to notify of Township initiated amendments in the local newspaper (Wellington Advertiser), website, and through social media. All other statutory notifications under the *Planning Act* will be adhered.

Timelines:

Deliverable timelines will need to be discussed and evaluated with consultants based on scope of work.

CO-ORDINATION AND WITH TOWNSHIP

The consultant will work with Township staff as it relates to internal meetings (as described below) and to answer any questions from Council and the public

- An initial meeting and then regular progress updates with designated Township Staff (Township Clerk or alternate) and the Township's planning consultants (Manager of Planning and Environment or alternate).

- Overview of findings and draft reports prior to finalization and presentation to Committee and Council.

Review and comments on any draft reports may be require input from the Township's Working Group.

Meetings with Township staff may take place virtually or in person.

Key Initial Dates

- Kick off Meeting with Township
- Additional dates/timelines for deliverables/reports to be determined with consultant
- By law expires on February 23rd 2027

Key Municipal Dates to Consider

- Nomination Period – May 1st – August 21st, 2026
- Party in the Park – July 30th, 2026
- Municipal Election – October 26th, 2026
- Inaugural Meeting – November 16th 2026

The Corporation of the Township of Guelph/Eramosa

By-law Number 05/2026

A By-law to Establish an Interim Control By-law Pursuant to Section 38 of the Planning Act, R.S.O. 1990 c.P.13 as Amended

WHEREAS Section 38 of the Planning Act, R.S.O. 1990 c.P.13 as amended, authorizes Council to pass an Interim Control By-law prohibiting the use of land, building, or structures within a defined area of the municipality for a period of time not exceeding one year from the date of passage of the Interim Control By-law;

WHEREAS the Township is concerned about the protection and underutilization of rural industrial and/or employment lands, including the development of these lands with uses that do not provide employment opportunities and without main buildings appropriately sized based on the lot area and/or scale of parking and/or storage.

WHEREAS Council has passed a resolution directing the preparation of a Study be undertaken to evaluate Transport Establishments without a permanent, main building that includes an appropriately sized building with gross floor area that contains offices and area dedicated to employees and security, warehousing and repair and/or maintenance that is directly related to the Transport Establishment; and land intensive parking areas and/or storage for the temporary, permanent, and/or overnight parking and/or storage of Tractor Trailers, trucks, transports, trailers, Commercial Motor Vehicles or any combination thereof for profit or gain that may or may not be related, accessory or ancillary to the transportation industry (the "Studied Use").

AND WHEREAS the Study Area shall be the Township of Guelph/Eramosa, specifically lands that are designated and shown on Schedule B3 Land Use Guelph/Eramosa in the County of Wellington Official Plan (last updated December 2025) as Rural Employment Area.

NOW THEREFORE the Council of the Corporation of the Township of Guelph/Eramosa hereby enacts as follows:

1. THAT notwithstanding any other by-law to the contrary, no person shall:
 - a. Use any land, building or structure, or parts thereof except for a use that lawfully existed on the date this by-law was passed and for so long as it continues to be used for such purpose; and/or,
 - b. Construct, alter or expand any building, structure or use of land for a Studied Use.
2. THAT a Zoning By-law Amendment, Site Plan Approval or Minor Variance approval within the defined area that could permit lands, buildings or structures or parts thereof to be used,

constructed, altered or expanded for a Studied Use(s) shall be deemed contrary to this By-law and are prohibited.

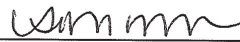
3. THAT notwithstanding any other provision of this By-law to the contrary, this By-law shall not apply to prevent the erection or use of any building or structure for which a permit has been issued under subsection 8(1) of the Building Code Act 1992, prior to the passing of this By-law, and so long as the building or structure, when erected, is used and continues to be used for the purposes for which it was erected and provided the permit has not been revoked under subsection 8(10) of the Building Code Act, 1992.
4. THAT notwithstanding any provision of this By-law to the contrary, this By-law shall not apply to prevent the expansion, erection or use of any building or structure legally established prior to the passing of this By-law.
5. THAT this by-law shall come into force and take effect immediately upon its passing by Council and shall be in effect for a period of one year from the date of passage of this By-law, or until such time that the Study is completed to the satisfaction of the Township, unless this By-law is otherwise extended in accordance with the provision of the *Planning Act*, R.S.O., 1990, c.P.13, as amended;
6. AND THAT the Municipal Clerk is hereby authorized and directed to proceed with the giving of notice of the passing of this By-law, in accordance with the *Planning Act*, R.S.O., 1990, c.P.13, as amended.

READ three times and finally passed

this 23 day of February, 2026.



Chris White, Mayor



Amanda Knight, Clerk

NOTICE OF PASSING OF A BY-LAW BY THE CORPORATION OF THE TOWNSHIP OF GUELPH/ERAMOSIA TO REGULATE LAND USE PURSUANT TO SECTION 38(1) OF THE *PLANNING ACT, R.S.O. 1990, c.P.13*

TAKE NOTICE that the Council of the Township of Guelph/Eramosa has passed By-law #05/2026 on Monday, February 23rd, 2026 pursuant to the provision of Section 38(3) of the *Planning Act, R.S.O. 1990, c.P.13*.

THE PURPOSE AND EFFECT of By-law #05/2026 is to introduce an Interim Control By-law which will, for a period of one year, prohibit the lands that are designated in the County of Wellington's Official Plan as Rural Employment Area, and buildings, or structures or part thereof on such lands, to be used, constructed, altered, or expanded for transport establishments without an appropriately sized permanent, main building, and land intensive parking areas and/or storage for the temporary, permanent, and/or overnight parking of motor vehicles, except for a use that lawfully existed on the date the by-law was passed and for so long as it continues to be used for such purpose.

THE LANDS BEING AFFECTED include all lands in the Township that are designated and shown on Schedule B3 Land Use Guelph/Eramosa in the County of Wellington Official Plan (last updated December 2025) as Rural Employment Area, and for this reason no key map is provided.

BE ADVISED that an appeal to the Ontario Land Tribunal (OLT) with respect to this Interim Control By-law may be made by filing a notice of appeal with the Municipal Clerk either via the OLT's e-file service (first-time users will need to register for a My Ontario Account) at <https://olt.gov.on.ca/e-file-service> by selecting Township of Guelph/Eramosa as the Approval Authority, or by mail using the information provided with the undersigned below. All appeals must specify the reason for appeal. Appeals must be filed no later than **4:30 p.m. on Tuesday, April 14th, 2026**. The filing of an appeal after 4:30 p.m., in person or electronically, will be deemed to have been received the next business day. The appeal fee can be paid online through e-file, or by certified cheque/money order to the Minister of Finance, Province of Ontario. If you wish to appeal to the OLT or request a fee reduction for an appeal, forms are available from the OLT website at www.olt.gov.on.ca. If the e-file portal is down, you can submit your appeal to clerks@get.on.ca.

TAKE NOTE that only individuals, corporations and public bodies may appeal an interim control by-law to the Ontario Land Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

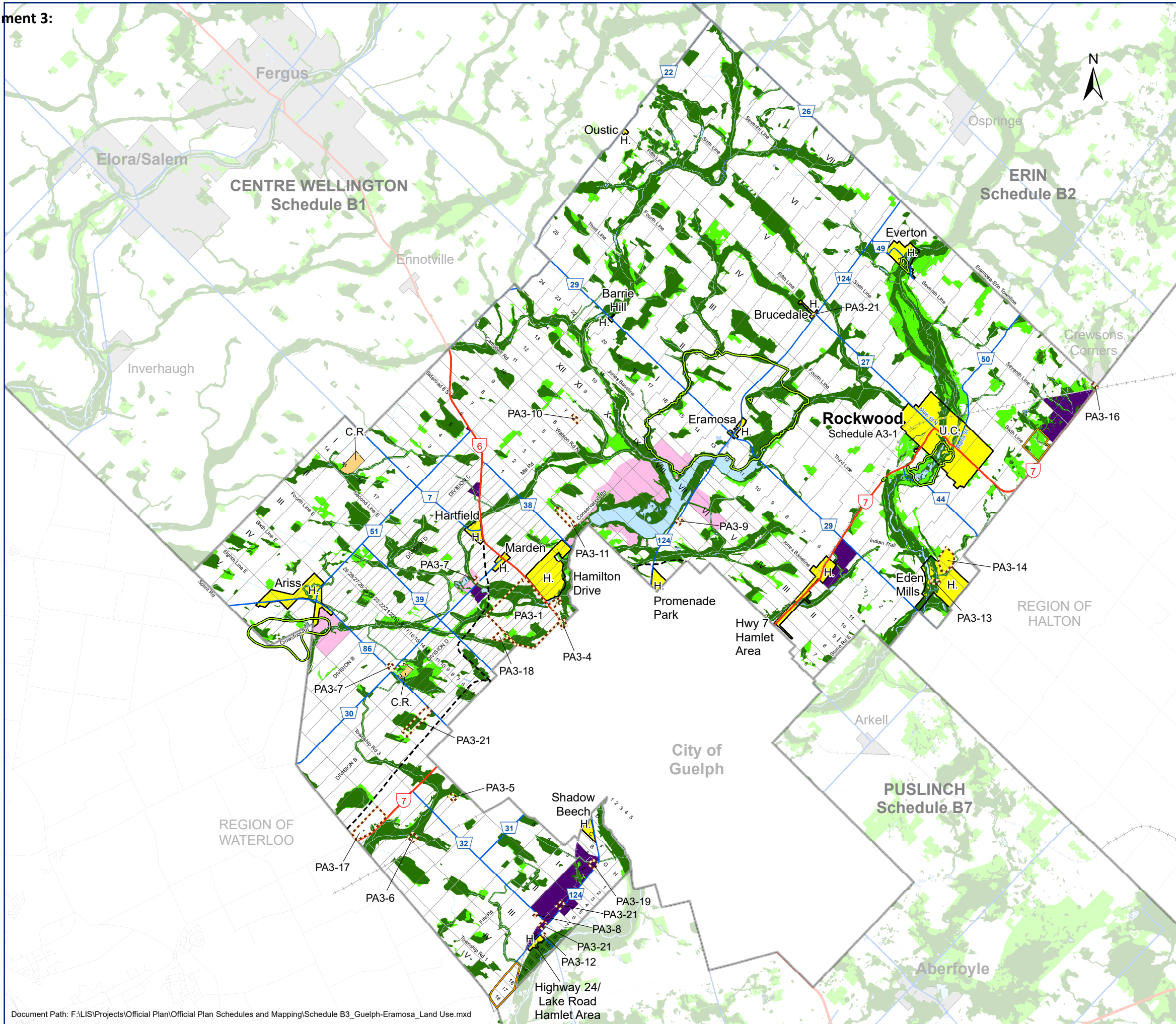
TAKE NOTE that Council has authority to extend the period during which By-law #05/2026 will be in effect to a total period not exceeding two years. For more information about this matter, contact the Township's Clerk, Amanda Knight, using the contact information provided below.

Dated at the Township of Guelph/Eramosa this 4th day of March, 2026.



Amanda Knight

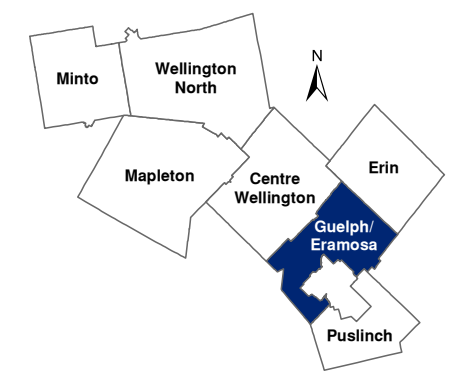
Clerk / Director of Legislative Services
8348 Wellington Road 124, P.O. Box 700 Rockwood, O.N., N0B 2K0
(e): clerks@get.on.ca | (p): (519) 856-9596



Land Use GUELPH/ERAMOSA

- The Greenlands System**
- Core Greenlands
 - Greenlands
 - Earth Science ANSI
- The Rural System**
- Prime Agricultural
 - Hamlet
 - Mineral Aggregate Area
 - Recreational
 - Rural Employment Area
 - Country Residential
 - Policy Area
- The Urban System**
- Primary Urban Centre
- Other**
- Trans Canada Trail
 - Proposed Major Roadways
 - County Roads
 - Provincial Highways
 - Railway
 - Waterbody
 - Watercourse

Mineral Aggregate Resources are identified on Schedule D of the Official Plan. Licensed Aggregate Operations are identified on Appendix 2 of the Official Plan



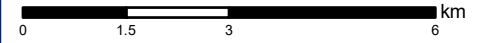
Produced by: County of Wellington Planning & Development Department

This is not survey data. All rights reserved. May not be reproduced without permission.

Sources:
County of Wellington 2025,
Ministry of Natural Resources and Forestry,
Grand River Conservation Authority,
© King's Printer for Ontario, 2025.



Last Revised: December 2025



Attachment 4:

The 2026 Council Meeting dates are as follows:

(Please note all meetings listed below will be held via Hybrid conferencing unless otherwise stated)

- January 12, 2026 (first of calendar year)
- February 2, 2026
- February 23, 2026
- March 9, 2026
- March 23, 2026
- April 13, 2026
- April 27, 2026
- May 11, 2026
- May 25, 2026
- June 8, 2026
- June 22, 2026
- July 6, 2026
- August 10, 2026
- September 14, 2026
- October 5, 2026
- November 16, 2026 (Inaugural Meeting)
- November 30, 2026
- December 14, 2026 (last of calendar year)

2026 COMMITTEE OF THE WHOLE MEETING DATES:

- January 12, 2026 (*first meeting of the calendar year*)
- February 23, 2026
- March 23, 2026
- April 27, 2026
- May 25, 2026
- June 22, 2026
- August 10, 2026
- December 14, 2026