



## The Regional Municipality of Durham

### Community Growth and Economic Development Committee Agenda

Tuesday, March 3, 2026, 9:30 a.m.

Regional Council Chambers

Regional Headquarters Building

605 Rossland Road East, Whitby

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 2097.

Note: This meeting will be held in a hybrid meeting format with electronic and in-person participation. Committee meetings may be [viewed via live streaming](#).

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3.1 Community Growth and Economic Development Committee meeting - February 3, 2026	3
<b>4. Statutory Public Meetings</b>	
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<b>5. Presentations</b>	
5.1 Pam Lancaster, Conservation Lands Coordinator, Ganaraska Region Conservation Authority; and Roy Mosher, Restoration Coordinator, Central Lake Ontario Conservation Authority Re: Update on Durham TREES Program – Celebrating 5 Years of Success (2026-CG-7) [Item 7.2 a)]	9
5.2 Stacey Jibb, Manager, Agriculture and Rural Economic Development; and Steffan Lemon, Program Specialist, Agriculture and Rural Re: Growing Agri-Food Durham Annual Report (2026-EDT-1) [Item 8.2 a)]	
<b>6. Delegations</b>	
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<ul style="list-style-type: none"> <li>a. Correspondence from County of Prince Edward Re: Resolution passed at their Council meeting held on January 29, 2026, in support of Bill 21, Protect Our Food Act, 2025</li> </ul>	21	
<p>Pulled from the February 13, 2026 Council Information Package by Councillor Neal</p> <p>Recommendation: Receive for Information</p>		
<p>7.2 Reports</p> <ul style="list-style-type: none"> <li>a. Report #2026-CG-7 Update on Durham TREES Program – Celebrating 5 Years of Success</li> <li>b. Report #2026-CG-8 Smart Mobility Durham 2025 Annual Report and 2026 Workplan</li> </ul>	<p>22</p> <p>41</p>	
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<p><b>9. Advisory Committee Resolutions</b> There are no advisory committee resolutions to be considered</p>		
<p><b>10. Confidential Matters</b> There are no confidential matters to be considered</p>		
<p><b>11. Other Business</b></p>		
<p><b>12. Date of Next Meeting</b> Tuesday, April 7, 2026 at 9:30 AM</p>		
<p><b>13. Adjournment</b> Notice regarding collection, use and disclosure of personal information:</p> <p>Written information (either paper or electronic) that you send to Durham Regional Council or Committees, including home address, phone numbers and email addresses, will become part of the public record. This also includes oral submissions at meetings. If you have any questions about the collection of information, please contact the Regional Clerk/Director of Legislative Services.</p>		

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 2054.

## The Regional Municipality of Durham

### Community Growth and Economic Development Committee Minutes

**Tuesday, February 3, 2026**

A regular meeting of the Community Growth and Economic Development Committee was held on Tuesday, February 3, 2026 in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 9:33 AM.

Councillor Chapman assumed the Chair.

#### 1. Roll Call

Electronic participation was offered for this meeting.  
\* indicates individuals who participated electronically.

##### Members

Present: Councillor Chapman, Chair  
Councillor Pickles, Vice-Chair  
Councillor Kerr  
Councillor Shahid  
Councillor Woo  
Councillor Wotten  
Regional Chair Henry

##### Also

Present: Councillor Ashe \* attended the meeting at 10:25 AM  
Councillor Brenner\*  
Councillor Pettingill\* attended the meeting at 10:25 AM

##### Members

Absent: Councillor Collier

Staff Present: S. Austin, E. Baxter-Trahair\*, D. Ellis\*, H. Finlay\*, L. Foulds, T. Fraser, S. Gill, C. Goodchild, R. Inacio, C. Leitch, I. McVey, N. Prasad, C. Rochon, K. Smith, and R. Woon.

#### 2. Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

**3. Adoption of Minutes**

Motion #6

Moved by Councillor Pickles, Seconded by Councillor Woo,

That the minutes of the regular Community Growth and Economic Development Committee meeting held on Tuesday, January 6, 2026, be adopted.

**Carried**

**4. Statutory Public Meetings**

There were no statutory public meetings.

**5. Presentations**

- 5.1 Eleanor McMahon, Founder and Board Chair, Share the Road Cycling Coalition Re: Bicycle Friendly Communities Bronze Award Designation for Region of Durham (2026-CG-4)
- 

S. Austin, Commissioner of Community Growth and Economic Development, introduced E. McMahon, Founder and Board Chair, Share the Road Cycling Coalition.

E. McMahon, Founder and Board Chair, Share the Road Cycling Coalition, appeared with respect to the Bicycle Friendly Communities Bronze Award Designation for the Region of Durham. E. McMahon advised that the Share the Road Cycling Coalition was created in 2007 to unite cycling organizations from across the province; work with and on behalf of municipalities to enhance their ability to make their communities more bicycle-friendly; and to advocate for investment and engage all levels of government. E. McMahon also advised that the Bicycle Friendly Communities Program was launched in Canada in 2010 and the awards recognize municipalities from across the province that have demonstrated exceptional commitment to creating safe, accessible and vibrant cycling environments. E. McMahon further advised that the Share the Road Cycling Coalition hosts the annual Ontario Bike Summit and are also in attendance at the annual Association of Municipalities of Ontario (AMO) Conference.

E. McMahon extended congratulations to Durham Region on being the first Regional Government in Ontario to receive Bicycle Friendly Community status and she presented the Committee with a Bicycle Friendly Community sign.

E. McMahon responded to questions from the Committee with respect to what is required to receive the Bicycle Friendly Community Silver Designation; the implementation of programs with school boards to promote active school travel; what members of Council can do to encourage active school travel; and how to improve road safety in school zones while ensuring they remain bicycle friendly.

5.2 Caitlin Rochon, Manager, Corporate Initiatives - Policy  
Re: Light Touch, Lasting Change: Public Art and Placemaking in Action (2026-CG-5)

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C. Rochon, Manager, Corporate Initiatives – Policy, provided a presentation regarding Light Touch, Lasting Change: Public Art and Placemaking in Action. Highlights of the presentation included:

- Council direction at a glance
- Arts drive economic impact
- Durham Region’s Public Art and Creative Placemaking Program Guiding Principles
- How we work
- Stewardship and durability
- Scale of the impact
- Snapshot: Traffic Cabinet Wraps
- Snapshot: Transit Shelter Wraps
- Snapshot: Sculptural Benches
- Snapshot: Courtice Mural
- [View all installations on the map viewer](http://www.durham.ca/art) (www.durham.ca/art)

C. Rochon responded to a question from the Committee with respect to the process for selecting locations for Muskoka chair installations.

## 6. Delegations

6.1 Ivan Battye, Whitby resident  
Re: Aviation related to Durham Region and Pickering Lands

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I. Battye, Whitby resident, appeared before the Committee with respect to aviation related to Durham Region and the Pickering Lands.

I. Battye referenced a Land Over Landings map showing the size of the airport lands expropriated in the City of Pickering and the Oshawa Executive Airport lands. He stated that the lands are both governed by Transport Canada and are part of the Greater Toronto Airports Authority Ground Lease.

I. Battye also referenced the spin-off revenue and economic impact figures for the Toronto Island Airport (Billy Bishop Toronto City Airport) and stated that the Oshawa Executive Airport is about the same size and capable of 5,000 feet. I. Battye further stated that there has been a planning error related to the Oshawa Executive Airport, and he referenced what takes place when there is an aviation accident. I. Battye stated what the potential economic impact from Oshawa Executive Airport could be and that it is not being realized. I. Battye further stated that Durham Region is a nominator to the Greater Toronto Airports Authority which governs the contract and aviation.

6.2 Jonathan Scott, Executive Director, Rescue Lake Simcoe Coalition  
Re: New Report “Protect Our Plan: From Good Goals to Practical Progress” on  
the status of the Lake Simcoe Protection Plan

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J. Scott, Executive Director, Rescue Lake Simcoe Coalition, participating electronically, provided a presentation regarding the Rescue Lake Simcoe Coalition and their new report “Protect Our Plan: From Good Goals to Practical Progress”. Highlights of the presentation included:

- The Role of Rescue Lake Simcoe Coalition
- Protecting Lake Simcoe: Turning Strong Plans into Sustainable Action
- Rescue Lake Simcoe Coalition: Protect Our Plan
- The Problem is Not the Plan
- Local Leadership is Strong
- What the Report Does
- Three Examples Councils Should Care About
- What We’re Asking of Council

**7. Community Growth**

7.1 Correspondence

A) Memorandum from S. Austin, Commissioner of Community Growth and Economic Development, re: ALTO High-Speed Rail through Durham Region

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Discussion ensued with respect to support for a stop within Durham Region; and potential uses for the federally owned lands in northeast Pickering (Pickering Lands).

Staff responded to questions with respect to where a stop within the City of Pickering may be located; and whether a stop within the Pickering Lands has been considered. S. Austin advised that staff are engaged with the Federal government regarding their future plans for the Pickering Lands.

**Motion #7**

Moved by Councillor Pickles, Seconded by Regional Chair Henry,  
That we recommend to Council:

- A) That the Council of the Regional Municipality of Durham support the addition of a station stop in the City of Pickering; and
- B) That Regional staff be directed to continue working with the City of Pickering, Indigenous community representatives, ALTO and their construction consortium throughout the planning, design, and implementation process to advocate for a station location in Durham Region.

**Carried**

- B) Correspondence from Doug Glass, Ajax resident, re: ALTO High-Speed Rail – Regional Station Location Considerations
- 

**Motion #8**

Moved by Councillor Wotten, Seconded by Councillor Shahid,  
That the correspondence received from Doug Glass, Ajax resident,  
regarding ALTO High-Speed Rail – Regional Station Location  
Considerations, be referred to consideration of Item 7.1 A).

**Carried**

7.2 Reports

- A) Bicycle Friendly Communities Award – Bronze Designation  
(2026-CG-4)
- 

Report #2026-CG-4 from S. Austin, Commissioner of Community Growth and Economic Development, was received.

**Motion #9**

Moved by Councillor Wotten, Seconded by Councillor Kerr,  
That Report #2026-CG-4 of the Commissioner of Community Growth and  
Economic Development be received for information.

**Carried**

- B) Light Touch, Lasting Change: Public Art and Placemaking in Action  
(2026-CG-5)
- 

Report #2026-CG-5 from S. Austin, Commissioner of Community Growth and Economic Development, was received.

**Motion #10**

Moved by Councillor Wotten, Seconded by Councillor Kerr,  
That Report #2026-CG-5 of the Commissioner of Community Growth and  
Economic Development be received for information.

**Carried**

**8. Economic Development**

8.1 Correspondence

There were no communications to consider.

8.2 Reports

There were no Economic Development reports to consider.

**9. Advisory Committee Resolutions**

There were no advisory committee resolutions to be considered.

**10. Confidential Matters**

There were no confidential matters to be considered.

**11. Other Business**

There was no other business to be considered.

**12. Date of Next Meeting**

The next regularly scheduled Community Growth and Economic Development Committee meeting will be held on Tuesday, March 3, 2026 at 9:30 AM in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

**13. Adjournment**

Motion #11

Moved by Councillor Shahid, Seconded by Councillor Kerr,  
That the meeting be adjourned.

**Carried**

The meeting adjourned at 10:44 AM

Respectfully submitted,

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B. Chapman  
Chair

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T. Fraser  
Committee Clerk

# Durham TREES

Celebrating success, evolving for the future

Pam Lancaster, Conservation Lands Coordinator  
Ganaraska Region Conservation Authority

Roy Mosher, Restoration Coordinator  
Central Lake Ontario Conservation Authority

March 3, 2026

Community Growth and Economic Development Committee

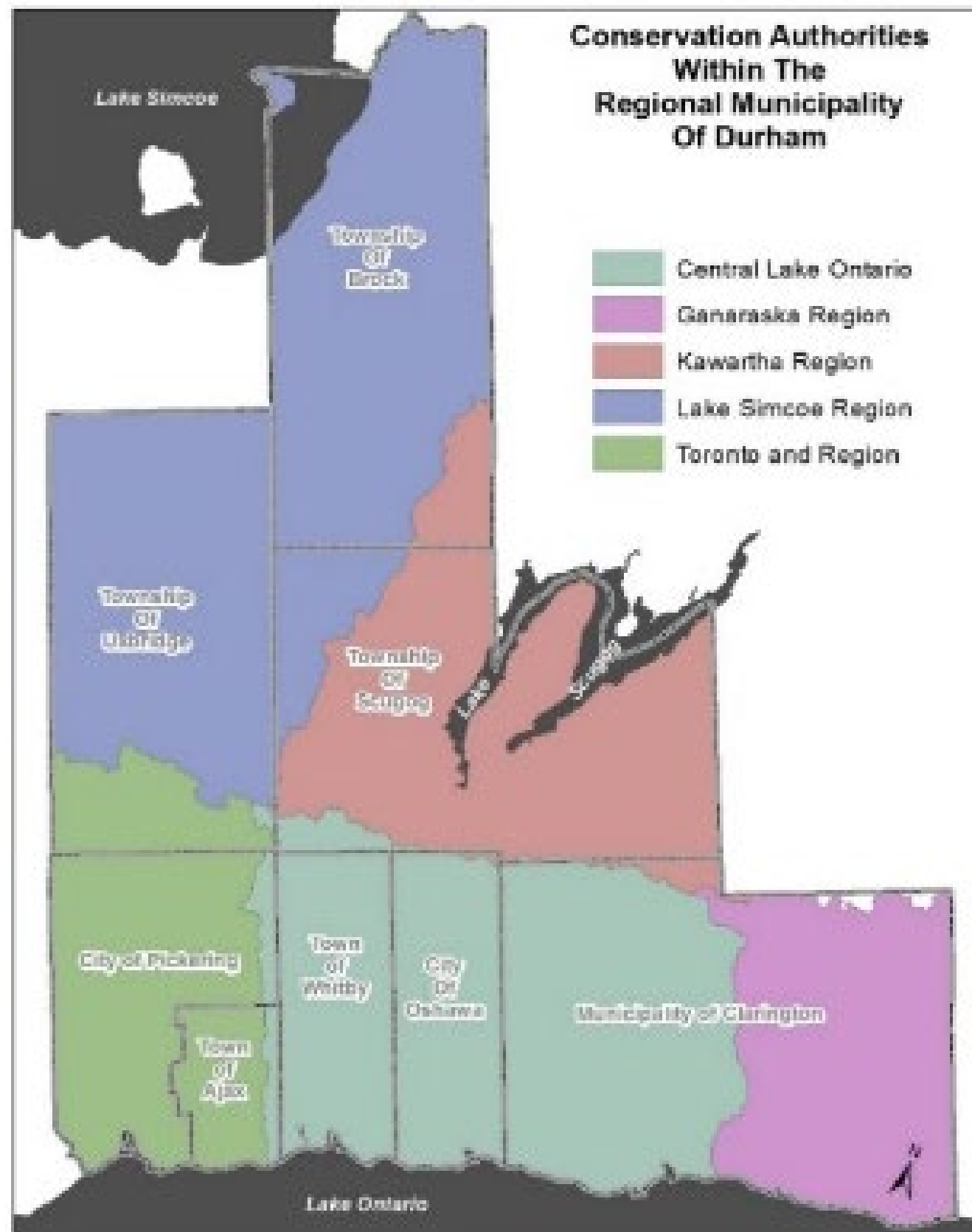


# Durham TREES Delivery Area

Regional Municipality of  
Durham

8 area municipalities

5 conservation authorities



# Durham Trees

Locally Developed



# Durham Trees

Locally Developed



Collaborative



# Durham Trees

Locally Developed



Collaborative



Engagement Focused



*Imagine*

**A FUTURE FOREST**

ON YOUR PROPERTY

An initiative of the  
Region of Durham and your local  
Conservation Authorities

[durhamtrees.org](http://durhamtrees.org)



# Durham Trees

Locally Developed



Collaborative




Engagement Focused



Project Based Results





# Durham TREES by the numbers

490,588

trees planted from 2022 to 2025

288

hectares of planted trees

76%

Increase from projected target

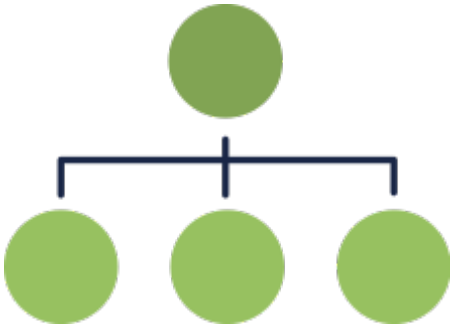
# Benefits beyond the Tree



RELATIONSHIP BUILDING: CA, LANDOWNERS, REGION



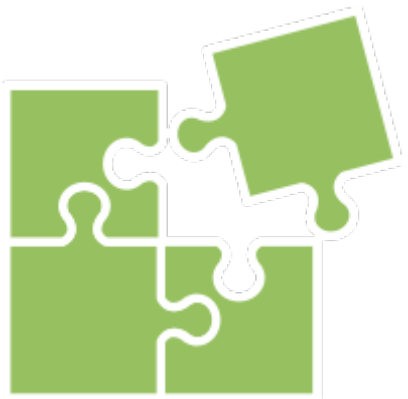
SCIENCE BASED TARGETS AND IMPLEMENTATION OF WATERSHED PLANS



LANDOWNERS INTEREST IN OTHER STEWARDSHIP PROJECTS



CARBON SEQUESTRATION AND CLIMATE ADAPTATION



COORDINATION, EFFICIENCIES, FORCE MULTIPLIERS



# Collaborating for Climate Resilience

Next Phase of Durham TREES



# Extension of Service

- Gap in tree planting services that conservation authorities can offer.
- Tree seedlings less than 500 minimum required by existing funding partners.
- Private corporate grounds with greenspace conducive to planting trees.
- Landowners who prefer more diverse planting and/or more naturalized aesthetic.
- Landowners preferring larger potted stock.



# New Durham TREES Offering

- The Durham TREES collaborative successfully secured \$300,000 from the Federation of Canadian Municipalities to plant and additional 22,500 trees throughout Durham Region.
- Offered to rural farm and non-farm landowners who own a minimum of 1-acre and corporate private landowners.
- Services will include site visit, planting plan development, tree installation, tending services.






**Thank you**  
on behalf of Durham TREES  
[durhamtrees.org](http://durhamtrees.org)



February 6, 2026

Please be advised that during the regular Council meeting of January 29, 2026 the following resolution regarding support for Bill 21, Protect Our Food Act, 2025 was carried.

**RESOLUTION NO.**    **2026-32**  
**DATE:**                    **January 29, 2026**  
**MOVED BY:**            **Councillor Prinzen**  
**SECONDED BY:**        **Councillor MacNaughton**

 Corporate Services Department <b>Legislative Services Division</b>	
Date & Time Received:	February 09, 2026 9:30 am
Original To:	CIP
Copies To:	
Take Appropriate Action	<input type="checkbox"/> File <input type="checkbox"/>
Notes/Comments:	

**WHEREAS** arable land is a critical finite resource; and

**WHEREAS** Ontario has lost 2.8 million acres of farmland in the last three decades; and

**WHEREAS** Ontario loses as much as 319 acres of farmland a day; and

**WHEREAS** Ontario's farmland provides food, fiber and fuel to all of Ontario and beyond;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the County of Prince Edward support Bill 21, Protect Our Food Act, 2025 and strongly urges the provincial government to support this and every measure to protect our farmland, to aggressively prevent further losses and to ensure the future of agriculture in Ontario for future generations; and

**THAT** a copy of this resolution be sent to the Premier of Ontario; the Minister of Agriculture, Food and Agribusiness, the Minister of the Environment, Conservation and Parks; Guelph MPP Mike Schreiner, Haldimand-Norfolk MPP Bobbi Ann Brady, Bay of Quinte MPP Tyler Allsopp, the Ontario Federation of Agriculture, the Association of Municipalities of Ontario, and all Municipalities in Ontario.

**CARRIED**

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Prinzen, Councillor Branderhorst



# The Regional Municipality of Durham Report

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To: Community Growth and Economic Development Committee  
From: Commissioner of Community Growth and Economic Development  
Report: #2026-CG-7  
Date: March 3, 2026

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**Subject:**

Update on Durham TREES Program – Celebrating 5 Years of Success

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**Recommendation:**

That the Community Growth and Economic Development Committee recommends:

That this report be received for information.

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**Report:**

**1. Purpose**

- 1.1 The purpose of this report is to provide a 5-year update on the Durham TREES program and next steps, as outlined in the accompanying report “Durham TREES - Celebrating 5 Years of Results November 2025”.
- 1.2 This report will be accompanied by a presentation from Pam Lancaster, Conservation Lands Coordinator, Ganaraska Region Conservation Authority (GRCA) and Roy Mosher, Restoration Coordinator, Central Lake Ontario Conservation Authority (CLOCA).

**2. Background**

- 2.1 Increased tree and shrub plantings are a key strategy to support natural system resilience in the context of a changing climate. The Durham TREES program was established in 2021 as a collaborative tree planting initiative between the Durham Region and all five local Conservation Authorities. The program supports implementation of the Durham Community Climate Adaptation Plan (2016) through nature-based climate solutions.

- 2.2 With administrative support from Durham Region, the program was coordinated by Ganaraska Region Conservation Authority (GRCA) on behalf of the five partner conservation authorities - Central Lake Ontario Conservation Authority (CLOCA), Kawartha Region Conservation Authority (KRCA), Lake Simcoe Region Conservation Authority (LSRCA), and Toronto and Region Conservation Authority (TRCA).
- 2.3 In 2024, the Government of Canada announced \$16.9 in funding for the Federation of Canadian Municipalities (FCM) [Growing Canada's Community Canopies](#) (GCCC) program, supporting the planting of at least 1.2 million new trees in approximately 300 communities by 2031.

### **3. Previous Reports and Decisions**

- 3.1 Through [report #2020-A-14](#) Regional Council approved an allocation of up to \$500,000 from the Climate Mitigation and Environmental Initiatives reserve fund to enhance tree planting and stewardship programs in partnership with Conservation Authorities and non-profit partners (e.g. Forests Ontario, Highway of Heroes Tree Campaign). This investment was leveraged to secure additional public and private funding, including contributions from Forests Ontario's 50 Million Tree Program, the Highway of Heroes Tree Campaign, One Tree Planted, and WWF Canada. From 2021 to 2025, the Durham TREES program successfully planted over 613,000 trees across the Region.
- 3.2 On June 26, 2024, Regional Council endorsed the Phase 2 of the Durham Trees Program and approved an allocation of \$240,000 from the Climate Mitigation and Environmental Initiatives Reserve Fund as the Region's municipal contribution in support of a joint funding application to FCM's GCCC program. CLOCA's funding application to FCM GCCC was successful, leading to a \$300,000 funding commitment over three years (2026-2028).

### **4. Program Performance**

- 4.1 The Durham TREES program has demonstrated strong performance in advancing tree planting, watershed resilience, and climate adaptation across Durham Region. The program has exceeded planting targets, achieved acceptable survival rates, and established a scalable model for regional collaboration.

## Number of Trees Planted

- 4.2 The program's original planting target of 279,000 trees was far exceeded. Thanks to successful efforts by the Conservation Authorities to leverage funding, a total of 613,580 trees were planted between 2021 and 2025 (approximately 76% above target).
- 4.3 Table 2 below provides a summary of trees planted by each conservation authority.

**Table 2:** Trees planted compared to targets (source: Durham TREES - Celebrating 5 Years of Results November 2025)

Conservation Authority	Trees Planted (2021-2025)	Targets
GRCA	40,450	45,000
CLOCA	130,385	84,000
TRCA	284,469	50,000
LSRCA	94,460	45,000
KRCA	61,029	55,000
GRCA and CLOCA (Clarington Trees for Rural Roads program)	2,787	N/A
Total Planted	613,580	279,000
Approx. Hectares Planted	360	164

- 4.4 The program has provided learning outcomes related to tree planting practices within the context of a changing climate. The 5-year program report provides a summary of how the conservation authorities are adjusting their approach to tree selection, sourcing, and planting. This includes considerations for seed zones, tree stock type, tree stock production, planting diversity, planting timelines, site preparation and post plant tending.

## **Partnerships and Awards**

- 4.5 The program has been supported through strategic partnerships with national, provincial, and local organizations, including World Wildlife Fund, Forests Canada (formerly Forests Ontario), Trees for Life, Trees Canada, LEAF (Local Enhancement and Appreciation of Forests), and local area municipalities. These partnerships enhance program effectiveness by supporting coordinated communications, professional capacity-building, program referrals, and increased access to technical and financial assistance for landowners.
- 4.6 Durham TREES received the Jessica Markland Partnership Award through the Durham Environment and Climate Advisory Committee.

## **Marketing and Outreach**

- 4.7 Led by GRCA, a coordinated marketing and outreach program was delivered with oversight from the Region of Durham. The campaign has been delivered annually through a combination of print and digital media products. Outreach in 2022 and 2023 included the distribution of a Durham TREES brochure to more than 12,000 rural households with targeted priority areas.
- 4.8 The Conservation Authorities delivered promotion using various tools such as program mailers, social media posts, unpaid advertising, networking, door knocking and mailbox drop offs. Presentations were delivered and articles were written for various organizations including the Durham Region Round Table on Climate change and the Ontario Urban Forest Council. The program website ([durhamtrees.org](http://durhamtrees.org)) serves as a central platform, enabling residents to connect with the appropriate conservation authority.

## **5. Next Steps**

- 5.1 Building on program success and available funding, a new three-year agreement (2026-2028) is being developed to support the continued delivery of the Durham TREES program. CLOCA will provide administration on behalf of Durham Region and the five Conservation Authorities, including program planning, implementation, reporting, and outreach. Over the three-year term of the agreement, the program will deliver 19,500 rural afforestation plantings and 3,000 urban naturalization plantings, for a combined total of 22,500 trees across Durham Region.

- 5.2 The proposed planting targets for the 2026–2028 period are lower than those achieved during Phase 1 of the Durham TREES Program as a result of a planned shift in program scope and delivery approach. Phase 1 focused primarily on large-scale rural afforestation, where small (1–3-year-old) seedlings were planted in large blocks, typically with a minimum threshold of 500 trees per site. This model supported high-volume planting and the rapid establishment of new forest cover on rural private lands.
- 5.3 Phase 2 will maintain afforestation activities while introducing urban and suburban naturalization projects that occur on smaller sites and utilize larger, potted planting stock and a more diverse species mix. The new Naturalization Service is more site-specific and resource-intensive and are intended to enhance and/or build on existing natural heritage features within the Region and increase the resilience of the overall natural heritage system. Consequently, the overall number of trees planted annually is expected to be lower than in Phase 1, while delivering targeted ecological and community benefits in built-up areas.

## 6. Relationship to Strategic Plan

- 6.1 This report aligns with/addresses the following Strategic Direction(s) and Pathway(s) in Durham Region’s 2025-2035 Strategic Plan:
- a. Environmental Sustainability and Climate Action
- E1. Reduce corporate greenhouse gas emissions to meet established targets.
  - E3. Prepare for and respond to severe weather impacts.
  - E5. Respect the natural environment, including greenspaces, waterways, and agricultural lands.

## 7. Attachments

Attachment #1: Durham TREES - Celebrating 5 Years of Results November 2025

Respectfully submitted,

Original signed by

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Sandra Austin  
Commissioner of Community Growth and  
Economic Development

Recommended for Presentation to Committee

Original signed by

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Elaine C. Baxter-Trahair  
Chief Administrative Officer



# Celebrating 5 Years of Results

## November 2025



## Introduction

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Trees have been identified as a vital nature-based solution to building resiliency in natural spaces. This resiliency is needed more than ever to allow ecosystems to remain healthy and recover from impacts such as climate change, invasive species, and habitat modification.

The Regional Municipality of Durham (herein referred to as the Region of Durham) and area municipalities are leaders in tackling climate impacts through the implementation of award-winning plans, such as the *Durham Community Climate Adaptation Plan*, 2016. The Climate Adaptation Plan along with *Vision to Region of Durham Community Climate Change Local Action (Mitigation) Plan*, 2012 and the *Keeping Our Cool* report have identified tree planting as an important nature-based climate solution.

To support tree planting, in 2021 the Region of Durham, and the five Conservation Authorities that manage watersheds within the Region, entered a partnership to create and deliver Durham TREES.

Durham TREES is a collaborative venture between the Region of Durham, Central Lake Ontario, Toronto and Region, Lake Simcoe Region, Kawartha Region and Ganaraska Region Conservation Authorities. Through shared marketing, professional development and networking, the conservation authorities can get boots on the ground to engage with landowners to encourage and undertake tree planting.

This report highlights the achievements of Durham TREES throughout the past 5 years (2021 to 2025) and proposes next steps that are critical to continuing to build resiliency within local watersheds.

## Partnerships

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Collaborative partnerships are key to effective implementation of climate adaptation plans and actions. At the core of Durham TREES are six partners that are working together to advance tree planting efforts within Durham Region: the Regional Municipality of Durham, Central Lake Ontario, Toronto and Region, Lake Simcoe Region, Kawartha Region and Ganaraska Region Conservation Authorities. However, partnerships and engagement with additional organizations are required to further the reach of Durham TREES. As such, partnerships, engagement and collaboration also occur with World Wildlife Fund, Forests Canada (formerly Forests Ontario), Trees For Life, Trees Canada, LEAF (Local Enhancement and Appreciation of Forests), and Region of Durham area municipalities. Results from these partnerships include professional development, shared marketing and messaging, partner program referrals, improved customer service, increased landowner support (both technical and financial), and program support through increased capacity funding.

Durham TREES was the recipient of the Jessica Markland Partnership Award through the Durham Environment and Climate Advisory Committee. This award recognizes the co-

operative efforts of those who strive to enhance the environment and promote sustainability by building partnerships with public and community interests, and businesses.

## Marketing

A marketing campaign was created in 2021 by the conservation authorities with review by the Region of Durham to support the launch of Durham TREES in April 2022. The campaign, that occurred in the spring and/or fall of 2022, 2023 and 2024, consisted of print and digital media products that were created and distributed regionally by Central Lake Ontario Conservation Authority, and locally by each respective conservation authority. The campaign continues today through collaborative efforts.

Part of the campaign in 2022 and 2023 included the distribution of a Durham TREES brochure as part of the Metroland newspaper delivery to over 12,000 rural households in target areas defined by each conservation authority.

In addition to the regional media campaigns, the five conservation authorities undertook local engagement using various tools such as Durham TREES mailers, social media posts, local unpaid advertising, networking, door knocking and mailbox drop offs. Presentations were delivered and articles were written for various local organizations including the Durham Region Round Table on Climate change and the Ontario Urban Forest Council.

A significant asset to the Durham TREES program is the [durhamtrees.org](http://durhamtrees.org) website. The website is informative, interactive and allows a visitor to quickly engage with the appropriate conservation authority. Once matched with a conservation authority, a landowner will learn about tree planting and general restoration opportunities. In 2023, updates were made to the website including testimonials, pictures, graphics and additional educational pieces. One significant benefit of [durhamtrees.org](http://durhamtrees.org) is that it can be quickly updated in-house with locally created content and testimonials from actual projects undertaken within the Region of Durham.



## **Engagement**

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A marketing plan developed and delivered locally, while leveraging partner communication products, is most effective when implemented consistently. With fewer opportunities to capture and maintain an individual's attention through traditional communication products, repeating efforts is critical to catch the attention of landowners who may be interested in planting trees.

The number of inquiries resulting from regionally delivered communication products (e.g., digital and print ads) increased between 2022 and 2023, however with the loss of Metroland print media in 2024, fewer inquiries were generated from digital ads.

Each conservation authority included specific targeted local marketing products in their own engagement efforts, and these efforts increased the exposure of Durham TREES. These local efforts resulted in additional inquiries, which varied among conservation authorities.

Engagement may not always result in an immediate tree planting project, but other benefits are realized, such as increased awareness of the local conservation authority and the programs offered, over-the counter-tree seedlings sales, forest management advice or property tax saving program enrollment, or the implementation of non-tree planting stewardship projects.

Continuous local marketing efforts need to complement the consistent regional promotion of Durham TREES, for the best results in generating engagement and ultimately expanding tree planting opportunities and outcomes. The ability for Durham TREES to support both local and regional marketing is important for the ongoing engagement of Region of Durham residents who are interested in tree planting.

## **Number of Trees Planted and Survival Estimates**

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Delivery of Durham TREES began in 2021, with the first trees being planted in Spring 2022. Table 2 outlines the yearly totals of trees planted by conservation authority and compares those yearly totals to 2021, before Durham TREES existed, and to the projected number of trees outlined in the proposal to the Regional Municipality of Durham.

The total project tree planting target of 279,000 trees was exceeded, with 490,588 trees planted in total between 2022 and 2025 (76% increase over the target). As noted in Table 2, conservation authorities nearly achieved or, in many cases, exceeded targets. These successes also occurred during a global pandemic and economic instability. Variability between years and among conservation authorities generally is attributed to local factors such as landowner interest, development and land use pressures, local economics and social factors. In addition, building program recognition within a delivery area takes time, and this has become increasingly challenging with the decline of certain media tools (e.g., loss of local print media).

In accordance with the guidelines from a primary funder (Forests Canada) survival assessments were completed in years 2 and 5. This assessment interval is recognized as the industry standard and captures a 5% sample of all species planted on an individual site. Preliminary results of survival assessments according to Forests Canada methods show survival rates range from 61%-97% and average 71% which is considered acceptable and does not require replanting. The projects will be assessed again in year 5 and further recommendations or actions will be developed to ensure long-term success of these plantings. Depending on the funder, survival assessment methodology may differ.

Table 2: Trees planted compared to targets

Conservation Authority	Conservation Authority Total Trees Planted						Projected Totals
	2021*	2022	2023	2024	2025	2022 to 2025	
GRCA	15,275	8,450	2,825	8,550	5,350	25,175	45,000
CLOCA	23,000	27,660	21,000	23,780	34,945	107,385	84,000
TRCA	57,027	43,955	76,315	89,388	17,784	227,442	50,000
LSRCA	19,620	11,210	19,015	23,600	21,015	74,840	45,000
KRCA	7,200	3,850	23,796	17,975	8,208	53,829	55,000
GRCA & CLOCA w Clarington Trees for Rural Roads Program	870	602	496	428	391	1,917	N/A
<b>Total Planted</b>	<b>122,992</b>	<b>95,727</b>	<b>143,447</b>	<b>163,721</b>	<b>87,693</b>	<b>490,588</b>	<b>279,000</b>
<b>Approximate Total Hectares Planted **</b>	<b>72</b>	<b>56</b>	<b>84</b>	<b>96</b>	<b>52</b>	<b>288</b>	<b>164</b>

\*Year 1 of the project did not have any planting targets.

\*\*Calculation based on 1700 trees per hectare or 700 trees per acre, some conservation authorities planted at a higher rate.

## Financial Leverage

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The Regional Municipality of Durham's contribution was further supported by annual contributions of \$90,000 from the World Wildlife Fund between 2021 and 2023, which helped advance engagement through Durham TREES.

One of the goals of Durham TREES is to leverage municipal financial contributions not only to increase program delivery, but also to encourage greater landowner financial support. To achieve this goal, each conservation authority further leveraged Durham Trees funding by partnering with organizations that supported tree planting through landowner grants. Partners included Forests Canada (formerly Forests Ontario), and Trees for Life, which both typically fund tree planting at \$2.60 per tree, including survival assessments. Some conservation authorities were able to further support landowner planting costs through conservation authority or conservation foundation funding programs.

## Climate Adaptation

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Tree planting is an important tool in the fight against climate change, but unfortunately the way in which trees are selected, sourced and planted must adapt to a rapidly changing climate to ensure species can naturally adjust. Therefore, conservation authorities and tree planting practitioners must adapt. The following outlines how the five conservation authorities are adjusting to meet this challenge.

### *Seed zones*

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A seed zone is a geographic area where seeds can be collected and planted with a low risk of failure and are able to adjust adequately or appropriately to the environment. Seed zones are based on genetic criteria and climate information. Since climatic zones are geographically shifting, seed zones criteria are also shifting. This means that the actual species or the genetic variability of species may no longer be adapted to the area.

To adapt to this challenge, conservation authorities:

- Rely on local seed zones and nearby seed zones that are generally accepted within the tree planting industry.
- Consider a seed zone mix that includes 50% local seed zone, 25% from one seed zone south and 25% from two seed zones south of the planting location. This mix can be difficult to achieve and is dependent upon tree stock availability.
- Trial a seed that is one or two zones different from the local zone.
- Accept seedlings from outside a historical range, within reason, and only when research shows they are more likely to adapt successfully.
- Consult with tree nurseries when considering a seed zone trial.
- Participate in knowledge sharing with other practitioners to determine what is working on the landscape.

### *Tree stock type*

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The type of tree stock that is available from a nursery includes bare-root, plugs, and potted stock. The age of the tree stock can vary within the tree stock type. When deciding what type of tree stock to use in relation to climate adaptation, decisions are based on local research/learning from others, past planting success and anecdotal evidence, and research or agency/government recommendations. Availability of different tree stock types, especially combined with seed zone types also determines how much tree stock variation can be considered in a planting project or within a given year. When considering different tree stock types, there may be limitations with the cost of the tree stock and the projects budget.

While species range projections based on climate modeling are readily available, published research on tree stock type variations and their adaptability to climate change is limited. This means that trialing different tree stock types is left to the tree planting practitioners. Toronto and Region Conservation Authority is currently undergoing a research study in Peel and York to evaluate the effects of root stock type (bare root, container, reforestation seedling and acorn) on planting success under different climate and planting conditions. This study also evaluates the use of tree tubes on deciduous seedlings, deer fence, mycorrhizae (root and fungi relationship) and watering.

### *Tree Stock Production*

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Producing good-quality and climate adapted tree stock is a critical step in afforestation. The science, research and methods are studied, trialed and implemented by local growers, the nursery industry, and research agencies dedicated to seed and tree stock. Conservation authority staff communicate with nurseries regarding interests in adapting to climate change and sourcing different tree stock options. Through these discussions, conservation authorities and nurseries can work together to continually consider climate adaptation.

Conservation authorities have an opportunity to become involved in seed collection, thereby trialing local level differences in seed zones and tree stock types. However, finding capacity and resources to experiment on conservation authority lands is limited.

### *Planting Diversity*

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Increasing plant diversity in any habitat type will build resilience within the local ecosystem and will reduce situations where the majority of one plant species may disappear, leaving the whole ecosystem vulnerable to degradation. Increasing diversity will also reduce climate related hazards such as loss of forest cover from fire, pests and disease and climate related stress (e.g., drought). Diversity is continually increased through the addition of various tree stock age, and hardwoods or shrubs along-side primarily conifer stock. Hardwood diversity can include silver maple, red oak, swamp white oak, hackberry, and bitternut hickory. Carolinian species, such as tulip tree, sycamore, shagbark hickory can support while also providing seed zone variation. Understanding what species may

be better adapted to future climate conditions can further build future diversity, when these species are mixed with locally adapted species.

Although many hardwoods are a target for rodent and deer predation, by scattering the species throughout the site, survivability can increase. Even if only a few hardwoods survive, they can be an excellent seed source for the future stand.

Conversely, there is research that indicates what tree species should be reconsidered when considering a site. Climate models can be used to predict species ranges up to 2040 and 2100. Commonly planted species such as white spruce, balsam fir, Eastern white cedar, paper birch, tamarack and trembling aspen are predicted to retreat further north and decline or become absent from the local landscape, Anecdotal and shown in survival assessments, white spruce is already struggling to establish and thrive, prompting practitioners to switch to Norway spruce. Norway spruce is considered naturalized by the tree planting industry and an accepted species to many landowner grant programs.

### *Planting Timelines*

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Weather patterns and climate conditions have always been a variable of tree planting that is beyond control. Under a changing climate, the spring planting timing window is becoming more uncertain. This variability impacts each step of the process—from lifting tree stock and managing risks to nursery stock (e.g., early frost or premature budding), to the planting window, which can close quickly due to unreasonable temperatures, excessive precipitation, or drought. Changes in timing windows means that some conservation authorities have had to move away from hiring contract staff, who are generally students, to hiring contractors in order for planting to occur quicker. However, planting can only occur as quickly as tree stock is processed at the nursery. Nursery operations are also controlled by availability of seasonal workers.

To achieve more desirable planting conditions that spring planting once provided on a more consistent basis, some conservation authorities are trialing fall plantings in soil conditions that are more suitable (e.g. soil types with sand, not clay). However, given species dormancy cycles, there is a reduced amount of tree stock options, and contractor services can be limited.

### *Site Preparation and Post Plant Tending*

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Landowners are always advised as to what pre and post plant tending should occur to improve survivability. However, the added cost of tending can make tending prohibitive. In some cases, landowners intend to complete beneficial site preparation or post plant tending activities but often lack the required equipment or skills to carry out tasks, and the services must be hired instead. To support site preparation and tending, additional landowner support grants are explored, however their availability is often limited.

Invasive species pose an ongoing and increasing challenge to the success of tree planting projects and the continual growth of a planting site. The process to control or eliminate invasive species increases costs and extends project management timelines. However, ensuring planting site diversity and having a plan to manage threats such as invasive species will ultimately help the site to adapt to climate change,

### *Adapting to Climate Change with a Landowner*

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As tree planting professionals, creating a planting plan requires not only considering all the risks to the project, but also aligning with the landowner's goals and objectives. Consideration must also be given to the landowner's goals and objectives. Some landowners are unwilling to invest in adaptive techniques or insist on certain tree species. It may be inappropriate to conduct trials or experiments on private lands due to study framework constraints, and because most projects leverage financial investment from the landowner. The need to consider climate change when working through tree planting projects with private landowners requires balancing traditional methods, industry recommendations, and studying site-specific adaptive techniques.

### **Practitioner Thoughts on Climate Adaptation**

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Conservation authority staff involved in Durham TREES were asked about climate adaptation. The following summarizes their perspectives.

*What do you think is the most pressing issue in adapting tree planting to climate change?*

- Unpredictable weather that now occurs during an already limited planting window.
- A limited supply of diverse tree stock (seed zone, species, ages) at the nurseries, as well as their limited ability to adjust to changing demands. There is also added risk to nurseries when diversifying their offerings.
- Variability and unpredictability of results for landowners, and their willingness to accept different forms of risk.
- Limited research on climate adaptation beyond seed/tree stock selection. There is also a need to revisit emerging research, including climate model updates and new information on species range shifts.
- Seed crop health and harvest timing are impacted by climate change, combined with the need for more seed collectors and/or funding for collection.
- Tree mortality from other factors such as predation and invasive species, along with the need for increased funding to manage for these risks alongside climate change.
- The need to maintain or increase biodiversity when the scope and extent of climate impacts are unknown, There is a need to balance planting species that can survive in today's climate with those projected to be more resilient in the future. However, focusing only on resilience risks reducing biodiversity within ecosystems when vulnerable species currently play an important role,

- Ensuring sufficient and consistent financial and human resources to deliver tree planting programs while also adapting them to climate variability.

*Are there any specific tools, resources, or research papers you rely on to guide your climate-adapted tree planting efforts?*

The following are examples of resources:

- Forest Gene Conservation Association (<https://fgca.net/climate-change/>)
- Natural Resources Canada (<https://natural-resources.canada.ca/climate-change/climate-change-adaptation>)
- Lake Simcoe Conservation Authority. 2018. Adapting Forestry Programs for Climate Change.
- Lake Simcoe Conservation Authority. 2024. Climate Resilient Planting for the Lake Simcoe Watershed.

*Do you have any recommendations for improving how conservation authorities address climate change in their tree planting and forest management practices?*

- Continue adapting approaches and maintaining open lines of communication with peers and partner agencies.
- Increase diversity wherever possible, not only species, but also in seed zones.
- Invest in site preparation, tending and monitoring programs where resources allow,
- Stay up to date with leading-edge science and research.
- Seek funding that supports diverse plantings (tree stock type, age, species, and shrubs), as well as local-level research and trials.
- Increase funding for long term forest management to study forest ecosystems as they mature, complete forest management practices (thinning, harvesting), and improve overall forest health.
- Seek invasive species funding, especially in urban areas where pressures are higher. Planting success would improve significantly if invasive species could be controlled before planting, allowing trees to reach “free-to-grow” height before invasives return.
- Encourage knowledge sharing (and documentation of that knowledge) among practitioners who are witnessing change on the ground.
- Promote the need for funding that supports site preparation and post-planting tending.

## Carbon Sequestration

After reviewing various carbon sequestration calculators, including i-Tree, Carbon Budget Model of the Canadian Forest Sector (CBM-CFS3), and COMET-Planner, i-Tree, and its tool “MyTree” was selected to calculate carbon sequestration and CO<sub>2</sub> equivalent,

i-Tree is a state-of-the-art, peer-reviewed software suite from the USDA Forest Service that provides urban and rural forestry analysis and benefits assessment tools. MyTree is user-friendly and can quickly calculate carbon benefits. Other tools, including those noted above, can still support tree planting initiatives.

MyTree was used to calculate carbon sequestered and CO<sub>2</sub> equivalent. The results did not differ between different towns in the Region of Durham (e.g., Beaverton, Orono, Whitby), so Whitby was selected as the reference location for all calculations. The tree condition was set to “excellent”. Trunk diameter was set at the lowest value of 2.5 centimeters (1 inch). Sun exposure was set to full and the question “Is it within 60 feet of a building?” was set to “No”.

Seven bareroot species, that were planted between 2022 and 2025 were selected to calculate carbon sequestration. These trees were selected because more than 9,000 of each were planted, and they represent the majority of the tree stock type planted. The carbon sequestration value does not represent all trees planted through Durham TREES and therefore is considered a minimum amount of carbon sequestered. All tree stock was treated as having a diameter of 2.5 centimeters, regardless of tree stock type. For calculation purposes, it was assumed that a 2.5 centimeter diameter tree is approximately 10 years old.

Species	Number Planted	Trunk DBH (2.5 cm) ~10 years old tree		~ 30 years old tree		
		Carbon Sequestered (Tonne)	CO <sub>2</sub> Equivalent (Tonne)	Carbon Sequestered (Tonne)	CO <sub>2</sub> Equivalent (Tonne)	Equivalent Number of Cars*
Eastern White Pine	112,677	34	124	5,284	19,375	4,732
Red Pine	25,340	15	56	1,843	6,756	1,653
Norway Spruce	37,740	11	39	1,018	3,733	913
White Spruce	51,180	18	66	1,200	4,400	1,075
Eastern White Cedar	43,923	32	119	1,624	5,954	1,458
Tamarack	9,654	5	17	663	2,432	595
Red Oak	10,485	5	17	572	2,096	513
<b>Total</b>	<b>290,999</b>	<b>120</b>	<b>438</b>	<b>12,204</b>	<b>44,746</b>	<b>10,939</b>

- \* number of cars calculated by dividing the kilometers equivalent in offset by 16,000 which is the average distance driven in a year in Ontario.

## **Next Steps and Recommendations**

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Durham TREES has proven to be a valuable landowner engagement program that successfully increases tree planting opportunities and the number of trees planted. Like any landowner program, many variables affect year-to-year participation (e.g., financial means, spending priorities, property management priorities). This variability highlights the importance of maintaining a sustainable program, such as Durham TREES, so that ongoing engagement with landowners can continue. In many cases it takes multiple conversations with a landowner before a tree planting project occurs. Therefore, consistent municipal support is needed to ensure trees continue to be planted across the Region.

Ongoing consideration of and adaptation to climate change impacts on tree establishment is also required by conservation authority staff. This can be supported through research conducted on public lands, given limitations of trailing adaptive techniques on private property.

Recommendations for the continuation of landowner engagement to support large scale tree planting through Durham TREES includes continual support from the Region of Durham. Additional funding should be secured outside of the Federal 2 Billion Tree program, to reduce funding overlap and enhance the ability to match and leverage municipal contributions. Continuation of support is critical to ensure capacity is built within each conservation authority and the collaborative is maintained, in order to plant more trees throughout the Region.

As this report is being written, an additional opportunity is being developed, where Durham TREES will see the introduction of a potted tree stock component that will engage landowners with properties that can support less than 500 trees. This adaptation of the program proves that Durham TREES can be a valuable tool to increase natural cover across the Regional Municipality of Durham and help fight against climate change.



# The Regional Municipality of Durham Report

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To: Community Growth and Economic Development Committee  
From: Commissioner of Community Growth and Economic Development  
Report: #2026-CG-8  
Date: March 3, 2026

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**Subject:**

Smart Mobility Durham 2025 Annual Report and 2026 Workplan

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**Recommendation:**

That the Community Growth and Economic Development Committee recommends to Regional Council:

- A) Commissioner's Report #2026-CG-8, including the Smart Mobility Durham's 2025 Annual Report as outlined in Attachment 1, be received;
  - B) Smart Mobility Durham's 2026 Workplan be approved, as outlined in Attachment 2 to this report; and
  - C) A copy of this Report be forwarded to the Durham Active Transportation Committee and the Area Municipalities.
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**Report:**

**1. Purpose**

- 1.1 The purpose of this report is to provide an overview of Smart Mobility Durham's activities for 2025 and to present the 2026 workplan.

**2. Background**

- 2.1 Smart Mobility Durham is comprised of the following three Transportation Demand Management (TDM) programs, coordinated by the Region's Community Growth Division, Transportation Planning section:

- a. **Smart Commute Durham** conducts annual campaigns, hosts events, provides resources, online tools, and action planning support to 29 of Durham Region's largest employers to promote the use of active and sustainable transportation options when commuting.
  - b. **Active and Sustainable School Travel** engages local and Regional stakeholders across Durham Region to identify ways to improve pedestrian and cyclist safety in school zones, and encourages students to walk, cycle and take the bus. The program hosts annual events and campaigns focused on promoting sustainable transportation options to students and school staff.
  - c. **Cycle Durham** promotes broad public awareness of cycling options and promotes cycling related events and initiatives happening throughout Durham Region.
- 2.2 By making it easier and more attractive for travellers to use active and sustainable modes of transportation, these TDM programs support progress towards the Region's Transportation Master Plan non-auto mode share target of 35 per cent by 2031. Increasing non-auto mode share benefits the community by:
- a. Unlocking additional value from existing transportation by using it more efficiently.
  - b. Easing vehicle congestion.
  - c. Encouraging healthy lifestyles and reducing healthcare costs.
  - d. Improving air quality.
  - e. Reducing greenhouse gas emissions.

### 3. Previous Report and Decisions

- 3.1 On March 4, 2025, the Smart Mobility Durham Annual Report for 2024 and Workplan for 2025 was presented and approved by the Community Growth and Economic Development Committee ([Report #2025-CG-4](#)).

### 4. 2025 Annual Report

- 4.1 Smart Mobility Durham's 2025 activities are summarized in the Smart Mobility Durham 2025 Snapshot (see Attachment #1).

### 5. 2026 Workplan

- 5.1 The following summarizes the key Smart Mobility Durham initiatives planned for 2026 (see Attachment #2):

- a. Encouraging participation in the Region's workplace commuting and school travel programs through tailored outreach in partnership with the Corporate Communications Office, Diversity, Equity and Inclusion Division, Economic Development Division, Works Department, Durham Region Transit and area municipalities to reach and engage diverse audiences.
- b. Updating, monitoring, and evaluating methods to respond to the changing needs of members; including enhanced data collection and reporting of greenhouse gas emissions (GHGs) for member organizations that are keen to measure their environmental footprint from employee commuting and school travel.
- c. Promoting cycling-related promotional programs such as Bike Month, Bike to Work Day, and supporting other cycling events in the Region.
- d. Increasing travel and road safety awareness at elementary schools as part of the Durham Active and Sustainable School Travel Program.
- e. Update, engage, and support agencies across the Region by assessing travel behaviours and providing targeted resources to encourage sustainable transportation options, ultimately reducing traffic congestion.

## **6. Relationship to Strategic Plan**

6.1 This report aligns with/addresses the following strategic directions and pathways in Durham Region's 2025-2035 Strategic Plan:

- a. Connected and Vibrant Communities:
  - C4. Improve road safety, including the expansion and connection of active transportation networks to enhance the range of safe mobility options
- b. Environmental Sustainability and Climate Action:
  - E2. Collaborate with partners on the low-carbon transition to reduce community greenhouse gas emissions across Durham Region.
- c. Strong Relationships:
  - S3. Collaborate across local area municipalities, with agencies, non-profits, and community partners to deliver co-ordinated and efficient services.

**7. Conclusion**

7.1 Smart Mobility Durham’s programs are an important component of the Region’s efforts to achieve the goals and objectives of the Durham Transportation Master Plan. Together, these TDM programs represent leadership and commitment to promoting the use of sustainable transportation options that enhance quality of life and support transition to a low-carbon, climate-resilient region.

7.2 For additional information, contact: Chris Leitch, Manager of Transportation Planning, at [Chris.Leitch@durham.ca](mailto:Chris.Leitch@durham.ca).

**8. Attachments**

Attachment #1: Smart Mobility Durham – 2025 Snapshot

Attachment #2: Smart Mobility Durham – 2026 Workplan

Respectfully submitted,

Original signed by

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Sandra Austin  
Commissioner of Community Growth and  
Economic Development

Recommended for Presentation to Committee

Original signed by

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Elaine C. Baxter-Trahair  
Chief Administrative Officer

# Smart Mobility Durham

# 2025 Snapshot



**Community Growth and Economic  
Development Department  
Transportation Planning**

# Smart Mobility Durham

Smart Mobility Durham serves as an umbrella term for the Region's three Transportation Demand Management (TDM) programs that employ TDM strategies and initiatives to help reduce the number of single-occupancy trips throughout Durham Region. The goal is to encourage active and sustainable modes of transportation such as walking, cycling, and transit:

- Cycle Durham
- Active and Sustainable School Travel Program
- Smart Commute Durham

## What is TDM?

Transportation Demand Management (TDM) is the application of strategies and principles that help increase efficiency of transportation systems. This is often achieved by reducing travel demand by alleviating congestion and redistributing travel behaviour across other modes of transportation. TDM encompasses a wide range of strategies, including but not limited to promoting public transit, carpooling and ridesharing, flexible work options, infrastructure improvements and more.



**Reduce** unnecessary vehicle trips



**Re-route** trips to less congested roads



**Re-time** trips to avoid peak demand periods



**Re-mode** trips using alternatives to single-occupancy vehicles

## Smart Mobility Durham Programs



Cycle Durham leads community-focused campaigns and events, including Bike Month, to inspire residents and visitors to cycle and embrace active transportation.



### Active and Sustainable School Travel (ASST) Program

The Active and Sustainable School Travel (ASST) Program works with partners across Durham to make school zones safer and inspire more students to walk, cycle, or take the bus.



Smart Commute Durham is a program that helps individuals and agencies travel efficiently and sustainably by reducing single-occupancy vehicle trips.



# 2025 Snapshot

## Cycle Durham



Cycle Durham works closely with Smart Commute Durham and the ASST Program to encourage residents to bike more often by supporting safe cycling routes, skills, and connections across the Region. This program promotes cycling as a healthy, sustainable, and fun way to travel while helping people feel confident riding in their communities. Below are highlights from the programs and campaigns delivered throughout 2025.

### Bike Month 2025



#### Bike to Work Day June 2025

- 200+ staff attended at Regional HQ.
- 21 employees biked into work.
- Attendees participated in activities with vendors, bike tune-ups, and DRT bus bike-rack demos on-site.

#### Municipal Bike Month Events

- Promoted Ajax Trailfest, Oshawa Pedal Into June, and Whitby Bike Repair Clinics.

#### Bike Pledge & Bike Bingo Contests

- 25 residents pledged to cycle throughout June or entered the Bingo contest.

#### Smart Commute Trip Logging Contest

- Eight participants logged 84 bike trips in June.

#### One-Metre Cycling Safety Campaign (July 14 – Sept 7)

- **Region-wide awareness campaign** reminding drivers to leave one metre when passing cyclists.
- **18 ads** placed on transit shelters, buses, and roadside signs.
- **New web page launched** to support cyclist and driver safety.

**We all share the road. Let's share it safely.**

**Give cyclists one metre.**









# 2025 Snapshot

## Active and Sustainable School Travel Program

### Active and Sustainable School Travel (ASST) Program

The Active and Sustainable School Travel (ASST) program works across Durham Region to understand student travel patterns and promote active, sustainable ways for elementary students to get to and from school. Below are highlights and photos from the 2025 programs and campaigns.

#### Walk & Roll to School Contest Key Highlights

- Open to all **DDSB** and **DCDSB** schools.
- **Encouraged** students to walk, bike, or roll to school for three weeks.
- **Four schools** submitted weekly bicycle-rack photos.
- **68 bicycles** counted over the three weeks across participating schools.
- Top schools **awarded two bikes** based on student raffles.

## Walk and Roll to School Week

Thursday June 5, 2025

#### How does it work?

School staff will snap a photo after the morning bell of the bike/scooter parking area every Thursday from June 5 – June 19, 2025. The school with the most bikes consistently will be entered to win a bike to raffle off at a future school event.

This photo should be emailed to: [activetransportation@durham.ca](mailto:activetransportation@durham.ca) by a school administrator to qualify for the bike prize.



### ASST - School Travel Plan Program

A core component of the ASST program is the preparation of School Travel Plans which invites several elementary schools within Durham Region to participate annually in a review of the barriers and opportunities to active and sustainable school travel creating an action plan for the school community. The School Travel Planning process involves local and regional stakeholders to engage in data collection activities such as a family survey completed by the parents/guardians of the recruited schools, traffic observation of the morning drop-off, and a neighbourhood walkabout around the school community.



#### 2025 School Travel Plan Highlights

- Four schools participated in 2025.
- Identified action items included:
  - Evaluating parking lots for a second exit.
  - Adjusting intersection signal timing.
  - Installing additional bike racks.
  - Completing sidewalk repairs.
- All participating schools received a new scooter rack.

# 2025 Snapshot

## Smart Commute Durham



Smart Commute Durham supports efficient, sustainable travel by reducing single-occupancy vehicle trips. Commuters log their daily travel to help the Region better understand commuting patterns. The program promotes carpooling, cycling, public transit, walking, and other sustainable modes through annual campaigns and events, with key highlights summarized below.

### 2025 Event Highlights

June 2025

#### Ontario Tech University Bike Day

- 10 riders

July 2025

#### Safran Landing Systems Health and Safety Event

- 100 riders

July, August 2025

#### Waterfront Trail Pop-ups, Town of Ajax

- ~120 riders

September 2025

#### Waterfront Trail Pop-up Durham Region Cycling Coalition

- ~50 riders

October 2025

#### Pickering Sustainable Home Expo

- ~200 attendees
- Sustainability initiatives showcased
- Promoted Cycle Durham + Smart Commute
- Popular swag: bike bells, lights, safe cycling guides

November 2025

#### Climate Forum

- ~200 attendees
- Hosted at Regional Headquarters
- Engaged community partners on climate action
- Promoted safe cycling + provided cycling swag across 30 Canadian municipalities

November 2025

#### TDM Collaboration Forum

- Discussed approaches to Transportation Demand Management across Canada
- Key themes: planning, engineering, communication, outreach

### 2025 Smart Commute Campaigns

#### Winter Commute Month - February 2025

- Participants tracked **eco-friendly trips** through the Smart Commute app.
- Featured four themed webinars on **winter cycling, carpooling, and mobility research**.

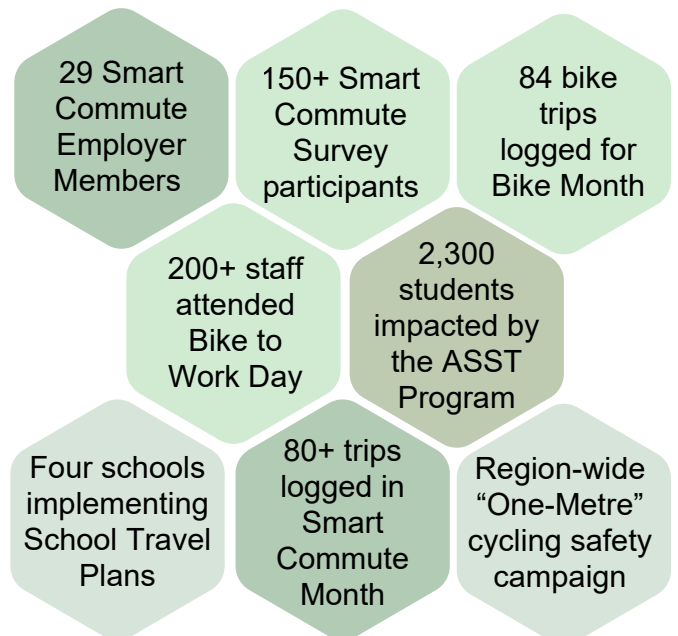
#### Bike Month - June 2025

- Participants successfully logged **84 bike trips** in the month of June.
- Worked with area municipalities to support their **Bike Month Events**.
- Successfully hosted **Bike to Work Day**.

#### Smart Commute Month - September 2025

- **150+** survey participants.
- **Five prize** winners.
- **Three** well-attended webinars on **winter commuting, micromobility, and midday movement**.

### 2025 Smart Mobility Achievements





## Smart Mobility Durham 2026 Workplan

### Scope of Activities

The following list of activities and initiatives will act as a guideline for Smart Mobility Durham programs throughout 2026. These activities and initiatives align with Durham Region's 2025-2035 Strategic Plan to help encourage and promote sustainable travel choices and actions. They also support Direction #5 of the 2017 Durham Transportation Master Plan (TMP) to promote sustainable travel choices and actions; goals of the TMP identified in sections 7.4; and actions 70, 71, 74, 75 and 76 related to Smart Mobility Durham programs.

#### A. Smart Commute Campaigns and Initiatives:

1. Winter Commute Month (February 2026).
2. Bike Month and Bike to Work Day (June 2026).
3. Smart Commute Month & Annual Survey (September 2026).
4. Public engagement and promotion of Smart Commute Durham (ongoing).
5. Smart commute annual meetings (ongoing).
6. Update Smart Commute member list (ongoing).
7. Created postcards and materials to advertise Smart Commute at the various events (ongoing).

#### B. Active and Sustainable School Travel Initiatives:

1. School Travel Planning – Implementing and follow up of proposed action items from existing plans (January to December).
2. School Travel Planning – New elementary school year cohort and developing new plans (January to December).
3. Walk and Roll to School – Bike Month Campaign – Campaign to encourage elementary students to use active methods on their commute to school (June).

#### C. Cycle Durham Initiatives:

1. Bike Month (June).
2. Ride for the 'Ridge charity ride in support of the four Foundations of Lakeridge Health (May).
3. Public engagement safety campaigns (ongoing).

4. Communications Campaigns (ongoing).
5. Interactive Active Transportation map viewer (ongoing).
6. Cycling Signage and Wayfinding Strategy (ongoing).
7. Bicycle Parking Guidelines (March).
8. One Metre Cycling Safety Campaign (June to September).



# The Regional Municipality of Durham Report

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To: Community Growth and Economic Development Committee  
From: Commissioner of Community Growth and Economic Development  
Report: #2026-EDT-1  
Date: March 3, 2026

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**Subject:**

Growing Agri-Food Durham Annual Report

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**Recommendation:**

That the Community Growth and Economic Development Committee recommends:

That this report be received for information.

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**Report:**

**1. Purpose**

- 1.1 The purpose of this report is to provide an annual update on the implementation of the Growing Agri-Food Durham Plan.
- 1.2 This report will be accompanied by a staff presentation from Stacey Jibb, Manager of Agriculture and Rural Economic Development, and Steffan Lemon, Agriculture Economic Development Specialist.

**2. Background**

- 2.1 The [Growing Agri-Food Durham Plan](#) (the Plan) was endorsed by Council in June, 2022 and sets out the Region's activities to grow and support Durham's agri-food businesses and the agri-food industry over a period of five years. As one of the top goods-producing industries in the region, agri-food offers a significant economic opportunity to create jobs and enable economic growth in all corners of the region.

- 2.2 The [Local Food Business Retention & Expansion Action Plan](#) was incorporated into the Plan in 2022. The activities within the Local Food BR+E Action Plan are now identified as one of the Goal Areas of the Growing Agri-Food Durham Plan.
- 2.3 According to the 2021 Census of Agriculture, Durham Region is home to 1,200 farms and 264,518 acres of agricultural lands, which is more than any other jurisdiction in the Greater Toronto Area. Durham's rural areas comprise a majority of the Region's land base, and the success of the agri-food industry is imperative to Durham's overall economic health.

### **3. Previous Reports and Decisions**

- 3.1 The Growing Agri-Food Durham – A Five-Year Plan to Grow the Agri-Food Industry was received by Planning and Economic Development Committee on June 7, 2022, and endorsed by Regional Council on June 29, 2022 ([#2022-EDT-10](#)).
- 3.2 The Growing Agri-Food Durham Plan Annual Report was received by Community Growth and Economic Development Committee on February 4, 2025 ([#2025-EDT-3](#)).
- 3.3 The Enabling Agriculture-Related and On-Farm Diversified Uses in North Durham – Project Overview and Update Report was received by Community Growth and Economic Development Committee on November 4, 2025 ([#2025-EDT-15](#)).

### **4. Implementation of the Growing Agri-Food Durham Plan**

- 4.1 The Plan is a five-year action-focused plan to guide the activities of the Agriculture and Rural Economic Development Section. It describes activities to support the agri-food industry and agri-food partners/organizations across the region.
- 4.2 Since the last update provided in February 2025, Economic Development and Tourism Division staff have worked in collaboration with partners including the Durham Farm Fresh (DFF) Marketing Association, Durham Farm Connections (DFC), Durham Region Federation of Agriculture (DRFA), Durham Agricultural Advisory Committee (DAAC), Durham College, the Township's of Scugog, Uxbridge and Brock and others to deliver several projects, initiatives and events prescribed in the Plan.

4.3 The list below highlights some of the key activities completed in 2025 or underway to advance each of the ten goal areas identified within the Plan.

a. Goal 1: Retain and expand local food businesses.

- An annual campaign to Celebrate Local Food Week (June 2 to 8, 2025) included updates and promotion of the Invest Durham Local Food Directory and promotion of the DFF website, its members and various local food blog posts.
- Posts to celebrate the harvest season and to encourage shopping for locally grown produce and farm-to-fork dining were shared during Ontario Agriculture Week (October 6 to 12, 2025).
- The Economic Development and Tourism Division delivered the Gather at the Farm digital campaign in collaboration with DFF, to promote agri-food and visiting local farms to residents and visitors during the month of October.

b. Goal 2: Streamline regulations and approvals process for agri-food businesses.

- Ontario Federation of Agriculture (OFA) information and other resources (e.g. OFA Community of Practice Webinars) were shared with the Agriculture Economic Development and Planning Working Group throughout the year to encourage participating in learning opportunities related to agriculture development.
- The project to enable Agriculture-Related (AR) and On-Farm Diversified (OFD) Uses in North Durham, which will be discussed further in Goal 3 below, identifies new policies and processes to streamline approvals for farms undertaking AR and OFD uses. The Township of Scugog began implementation of new AR and OFD use policies and streamlined processes in late 2025 making it easier for operators to overcome barriers to business startup and expansion.
- Regional Economic Development Staff presented at an on-farm diversified uses workshop organized by the Municipality of Clarington (Invest Clarington) in November 2025 to highlight the work underway in North Durham and share information with Municipal staff as well as farm operators around encouraging these types of uses.
- A workshop is currently being organized with a tentative date of April 2026 for the Agriculture Economic Development and Planning Working Group to provide details on the North Durham Project and highlight how other municipalities in Durham can incorporate similar policies and processes into their Official Plan and Zoning By-Laws.

- c. Goal 3: Enable and encourage agriculture-related, on-farm diversified uses and agri-tourism uses.
- The North Durham project to enable AR and OFD uses has now moved into the project implementation phase. Councils in the Townships of Scugog and Brock recently endorsed amendments to their respective Official Plans, Zoning By-Laws, Site Plan Control By-Laws and Fee By-Laws, among others, to make it easier and more cost efficient for farms to diversify. More information pertaining to this project can be found in report [#2025-EDT-15](#). Regional Economic Development staff continue to work closely with Planning Staff at the Townships to support businesses looking to diversify. This includes participating in pre-application meetings and assisting applicants to develop business plans. Recently, a new webpage was launched on the Invest Durham website which includes FAQ's as well as a Toolkit and Checklist (see Attachment #1) to help applicants understand the new policies and processes: [InvestDurham.ca/OnFarmDiversification](https://InvestDurham.ca/OnFarmDiversification).
- d. Goal 4: Advocate for infrastructure support.
- Throughout 2025, staff continued to support the Hamilton Oshawa Port Authority (HOPA) by providing data to assist with grain and fertilizer expansion forecasting. Staff are also assisting HOPA with securing an operator for the grain terminal at the Oshawa Port by facilitating introductions and connections with industry contacts.
  - Plans are underway for HOPA to deliver a report to the Durham Agricultural Advisory Committee (DAAC) in 2026 with an update on recent infrastructure improvements to improve the grain terminal at the Oshawa Port.
- e. Goal 5: Increase agri-food processing capacity in Durham Region
- Staff continue to explore opportunities to attract and establish abattoir investment to the region.
  - Student career tours were held in Spring 2025 where culinary students were given an opportunity to learn about skills in meat cutting, which is a trade experiencing major labour shortages.
  - An Agri-Food Processing Business Retention and Expansion (BR+E) project is planned to launch this year; this will include undertaking interviews with food processing businesses across Durham to highlight opportunities to enhance local food processing capacity.
- f. Goal 6: Identify opportunities and solutions for the workforce and labour shortages in the agri-food industry.
- A Precision Agriculture Field Day was hosted in partnership with DFC in May 2025 where over 100 secondary school students visited a farm in

- Clarington to gain on-the-ground insights into the application of precision agriculture technologies and to explore the variety of career opportunities in agriculture.
- Staff exhibited at the Clarington Board of Trade Student Employer Summit in collaboration with DFC to showcase the opportunities to work in agriculture to high school students.
  - Culinary/meat cutting and agriculture mechanics career tours were organized for high school students in Spring 2025 to increase awareness of these career opportunities and provide hands-on experience for students.
- g. Goal 7: Provide resources for aging and young farmers
- A Durham Agriculture Leadership Program was executed in 2025 to provide farmers with the opportunity to grow their interpersonal, business and leadership skills. This program was a four-part series offered in collaboration with DRFA, one of the sessions titled 'Finding Fairness in Farm Transition' focused specifically on succession planning in the agriculture industry.
- h. Goal 8: Partner with agricultural organizations to deliver and expand agricultural literacy in the region.
- Ongoing support is provided to DFC who deliver educational programming for farm and non-farm populations in Durham Region, including an in-person event to educate primary school students about where food comes from and a community open house.
  - Staff supported DFF/DFC Shared Coordinator workplan development and activities, including support to facilitate funding through the Rural Ontario Development Program.
  - Throughout 2025, staff partnered with DFF and DFC to organize several culinary demonstrations at farms across Durham Region. The demonstrations highlighted how local food products can be prepared and enjoyed.
  - Economic Development and Tourism staff supported the planning and delivery of the annual DAAC Farm Tour held in September 2025.
  - Agri-food focused economic factsheets for municipalities are being developed and will be made available for wider distribution soon. This information is also shared with DAAC members to support their municipal presentations taking place over the course of Q1 2026.
- i. Goal 9: Enable and encourage a culture of innovation in agriculture.
- Invest Durham sponsored the OnTechU Brilliant Catalyst Competition in 2025 focused on agri-tech and innovation.
  - Staff assisted with the development of a workshop being delivered by the City of Pickering looking at controlled environment agriculture.

- j. Goal 10: Enhance urban agriculture.
- The Region advanced its partnership with the Barrett Centre for Innovation in Sustainable Urban Agriculture including participation on the urban agriculture advisory committee.
  - Staff supported the development of an urban agriculture policy paper with the Golden Horseshoe Food and Farming Alliance. This was a partnership with the Barrett Centre.

4.4 Successful implementation of the Growing Agri-Food Durham Plan relies on strong partnerships between the Region and our agri-food partners. Over the coming months, staff will be attending meetings of DFC, DFF, DRFA, DAAC and the Agricultural Advisory Committee of Clarington to share details related to the implementation of the Plan.

## 5. Relationship to Strategic Plan

5.1 This report aligns with/addresses the following Strategic Direction(s) and Pathway(s) in Durham Region's 2025-2035 Strategic Plan:

a. Resilient Local Economies

- R1. Attract and retain quality employers that strengthen key economic sectors, including energy and technology.
- R2. Support the growth of new business startups and small to medium local businesses.
- R3. Develop, attract, and support a skilled and qualified workforce, including youth and newcomers.
- R4. Protect and strengthen the local agriculture sector and food supply chains.

5.2 This report aligns with/addresses the following Foundation(s) in Durham Region's 2025-2035 Strategic Plan:

a. People: Making the Region of Durham a great place to work, attracting, and retaining talent.

## 6. Conclusion

6.1 The Growing Agri-Food Durham Plan supports and enables growth and economic prosperity of the agri-food industry in Durham, one of the priority clusters identified in the Regional Economic Development Strategy (Ready Set Future: A PLACE Blueprint for Durham).

- 6.2 Plans are underway to support, advance or launch several key initiatives that will advance Goals of the Plan in 2026. Areas of focus this year will include: ongoing implementation of the North Durham AR and OFD uses project, launching a BR+E project to grow local food processing capacity in Durham, and developing agriculture focused factsheets to communicate the importance and impact of the agri-food industry across Durham.
- 6.3 For additional information, contact: Stacey Jibb (Manager, Agriculture and Rural Economic Development).

**7. Attachments**

Attachment #1: North Durham Agriculture-Related and On-Farm Diversified Uses Toolkit

Respectfully submitted,

Original signed by

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Sandra Austin  
Commissioner of Community Growth and  
Economic Development

Recommended for Presentation to Committee

Original signed by

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Elaine C. Baxter-Trahair  
Chief Administrative Officer



# North Durham **Agriculture-Related** and **On-Farm Diversified Uses** Application Toolkit

Updated November 2025



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# How to Start Your Diversified Farm Business

Diversifying your farm business is an exciting opportunity and can be very rewarding! There are many reasons why farmers within Durham Region and across Ontario start a diversified farm business, including to have greater economic security, protect the viability of their farm over the long-term, support the community, or follow a passion. But it is also recognized that diversifying your farm can be a daunting and sometimes time-consuming journey, which is why this Toolkit has been prepared.

The Toolkit provides helpful guidance and resources for anyone interested in starting or expanding a diversified business on a farm in the Townships of Brock, Scugog, and Uxbridge.

## This Toolkit offers the following information and resources:

<b>1</b>	<b>2</b>	<b>3</b>
<b>Overview of Permitted Farm-Based Businesses</b>	<b>Steps to Apply</b>	<b>Application Pathways</b>
Learn what types of diversified businesses are allowed on farms and how to get started in your township.	Understand the requirements, potential costs, and useful resources to consider when planning your project.	Discover how the process may vary depending on the type of business you're proposing.

The Townships and Region may provide other resources in addition to the information contained in this Toolkit. This Toolkit is an important resource, but you are strongly encouraged to reach out to the Region or the Township for additional information.

### Contacts

- ✉ Region of Durham Economic Development: [agriculture@durham.ca](mailto:agriculture@durham.ca)
- ✉ Township of Brock Development Services: [planning@brock.ca](mailto:planning@brock.ca)
- ✉ Township of Uxbridge Development Services: [building@uxbridge.ca](mailto:building@uxbridge.ca)
- ✉ Township of Scugog Planning and Development: [planning@scugog.ca](mailto:planning@scugog.ca)



## What are Agriculture-Related and On-Farm Diversified Uses?

The Province identifies different types of land uses that are recognized as diversified farm businesses. This includes agriculture-related uses and on-farm diversified uses. The process and required steps to start an agriculture-related use or on-farm diversified use may differ, so it is important to understand how they are defined.

### Agriculture-Related Uses

An Agriculture-Related Use is a farm-related commercial or farm-related industrial use that is directly related to farm operations in the area, supports agriculture, benefit from being in close proximity to farm operations, and provides products and/or services to farm operations as a primary activity.

Examples include:

- Processing and/or selling agriculture-related products (e.g., farm supply co-ops, farmers' markets and retailers of value-added products like wine or cider made from produce grown in the area)
- Apple storage and distribution
- Livestock assembly yard
- Farm equipment repair shops
- Abattoir
- Grain mill/dryer
- Cold/dry storage facility
- Agricultural research facility

Many of these uses add value to the agricultural commodities produced in the area.





## On-Farm Diversified Uses

An On-Farm Diversified Use is a use that is secondary to the principal farming operation or agricultural use of the property and is limited in area.

Examples include:

- On-farm markets or retail uses (may include a tack shop, antique shop)
- Farm café or small restaurant
- On-farm playgrounds
- Wineries and breweries
- Home industry
- Workshop spaces
- Agriculture event spaces
- On-farm accommodations

Uses generating significant traffic or that are better suited on municipal water and sewer servicing, such as large food processors or full-scale banquet halls, are not permitted and would be directed to locate in settlement areas.





## Other Important Terms and Definitions

There are other terms and associated definitions that are important to understand and may come up through discussions with the Region and the Townships. These are:

**Agri-tourism Uses:** Means those farm-related tourism uses, including limited temporary accommodation, which may include, for example, cabins, yurts, or tents, that promote the enjoyment, education or activities related to the farm operation.

**Farm:** Means a property of any size containing an agricultural use that is assessed as farmland, having a valid Farm Business Registration Number for the purpose of agricultural uses, but does not include cannabis production and processing. A farm may or may not have any associated buildings or structures.

**Farm Building:** Means all or part of a building that does not contain a residential occupancy, that is associated with and located on land devoted to agricultural uses, and that is used essentially for the housing of equipment or livestock, or the production, storage or processing of agriculture and horticulture produce or feeds.

**Farm Operation:** Means an agricultural use(s) that is operated as a distinct business and recognized by having a valid Farm Business Registration Number. A farm operation may include one or more farms on different properties that are owned or leased by the farm operation, and those farms may be disconnected geographically. There may be more than one farm operation on a farm.

**Normal Farm Practices:** Means a practice, as defined in the Farming and Food Production Act, 1998, that is conducted in a manner consistent with proper and acceptable customs and standards as established and followed by similar agricultural operations under similar circumstances; or makes use of innovative technology in a manner consistent with proper advanced farm management practices. Normal farm practices shall be consistent with the Nutrient Management Act, 2002 and regulations made under that Act.

There may be additional definitions that you will need to be familiar with and understand, depending on the nature of your business plan. The Region and the Townships will bring these to your attention and work with you to ensure that you understand what they mean and how they may relate to your interests.

For additional information, please refer to the [Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas](#) developed by the Ontario Ministry of Agriculture, Food and Agri-Business. These Guidelines contain resources related to Agriculture Related and On-Farm Diversified Uses, including examples, please see pages 16 and 23 of the Guidelines.



## Process Overview

The following flow chart provides a general overview of the four-step process: identify what information you might need to start the application process with the Townships, and helpful resources for starting your business.

### Step 1: Learn More About Starting My Business

Engage the Region about your business plan to better understand what you want to do and to identify what information you might need to start the application process with the Townships, and helpful resources for starting your business.



### Step 2: Submit the Pre-Application Checklist

Complete the pre-application checklist and submit to Regional Staff. This information details what will be important for the Region and the Townships to guide you through the application process. Township planner may schedule a meeting with you and any relevant authorities that may wish to discuss the development and provide feedback.



### Step 3: Site Plan Control

Submit an application to the Township according to the outcome of Step 2. The Township will determine if your business idea is exempt from Site Plan Control, or if a Minor Site Plan or Standard Site Plan applies.



### Step 4: Building Permits

Obtain a building permit from the Township to proceed with developing your business idea!



## Initiating Your Business Idea

The Region and Townships work closely together to receive and review applications to support individuals who are interested in starting an agriculture-related use and/or on-farm diversified use. The process to achieve this is generally organized into four steps:

### Step 1: Is My Proposed Business Permitted?

Before applying to the Township, it is helpful to understand what may be required, and how these requirements may impact your project or timelines as you plan for your business. This section of the Toolkit provides a summary of the regulations for developing businesses in the Townships of Brock, Scugog, and Uxbridge. The links below can provide more specific information about these requirements:

#### Official Plans and Zoning By-laws

There are two important documents that guide land use within the Townships; the Official Plan and the Zoning By-law. These documents are described as follows:

- **Official Plan:** An official plan describes policies on how land in your community should be used. It is prepared with input from your community and helps to ensure that future planning and development will meet the specific needs of your community.
- **Zoning By-law:** Controls the use of land within a community, and more specifically how land may be used, where buildings or structures can be located, the types of buildings that are permitted (and how they may be used), and other matters such as lot size and dimensions, parking requirements, building height, and setbacks from streets.

Each of the Townships have both an Official Plan and Zoning By-law, and they are important resources for determining where your proposed business may be permitted and what types of requirements might apply. The links below provide access to current Official Plans and Zoning By-laws, but it is recommended that you contact your local Township planner first for more information. Note: Each Township is working to implement changes to their Official Plans and Zoning By-laws to support Agriculture-Related Uses and On-Farm Diversified Uses based on a study and recommendations endorsed by Township Councils in 2025.

- [Township of Brock Official Plan](#)
- [Township of Brock Zoning By-law](#)
- [Township of Scugog Official Plan](#)
- [Township of Scugog Zoning By-law](#)
- [Township of Uxbridge Official Plan](#)
- [Township of Uxbridge Zoning By-law](#)



**Does my project qualify as an agriculture-related use or an on-farm diversified use?**

It is important to understand that only agricultural uses, agriculture-related uses, and on-farm diversified uses are allowed to operate on bona-fide farms. Any land use or activity that is not defined as one of these uses is generally not permitted in the agricultural/rural area.

Most types of businesses and land uses may be permitted in agricultural areas if they satisfy the criteria for an agriculture-related use or an on-farm diversified use. Broadly, the criteria apply to ensure that the use/activity does not negatively impact the long-term viability or vitality of agricultural lands. The criteria below can be used to help inform this decision. However, it is important to note that the ultimate decision of whether a proposed use is permitted rests with the Township.

**A use may be permitted as an Agriculture-related Use if it satisfies the following criteria:**

1. The use is a farm-related commercial or farm-related industrial use;
2. The use is directly related to farm operations in the area;
3. The use supports agriculture;
4. The use provides direct products and/or services to farm operations as a primary activity;
5. The use benefits from being in close proximity to farm operations; and
6. The use is compatible with, and does not hinder, surrounding agricultural operations

**An agriculture-related use must be directly related to farm operations in the local area, can be located on a farm or on a separate lot, and the area requirements are generous.**

**A use may be permitted as an On-Farm Diversified Use if it satisfies the following criteria:**

1. The use is located on a farm;
2. The use is secondary to the principal agricultural use of the property;
3. The use is limited in area, specifically, it occupies less than 2% of the farm property up to a maximum of one (1) hectare;
4. The use may include home occupations, home industries, agri-tourism (including on-farm accommodations), and value-added uses; and
5. The use is compatible with, and does not hinder, surrounding agricultural operations.

**An on-farm diversified use can be a wide-range of uses that are located on a farm that may or may not be directly related to farm operations in the area, but that is limited in area.**



The Townships of Brock, Scugog, and Uxbridge permit agriculture-related uses and on-farm diversified uses in agricultural areas.

### **Why is This Important:**

There may be different rules that businesses and activities are subject to depending on whether they are categorized as an agriculture-related use or an on-farm diversified use. For more context, information and examples, please refer to OMAFRA's [\*\*Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas.\*\*](#)

If one or more criteria is not satisfied for either an on-farm diversified use or agriculture-related use, the use may not be permitted as originally envisioned. However, the diverse nature of the agricultural community and associated activities means that some of the criteria may apply differently depending on the proposed business. The Townships ultimately have the authority to interpret and apply the criteria and will work to support you through the land use planning process.





## Area Calculation Requirements

The total area of a lot that can be used for an on-farm diversified use or agriculture-related use is subject to a maximum amount.

**For agriculture-related uses, the maximum area depends on the total lot area, as follows:**

- On a lot that is greater than 20 hectares or more, the maximum permitted area is 30% of the total lot area. It is important to note that for the purpose of interpreting “maximum permitted area”, the Townships may refer to the term “lot coverage” which generally includes buildings and structures.
- On a lot that is less than 20 hectares, a minimum of 30% of the total lot area must be undeveloped and generally in a more natural state. For example, this might include lawns, gardens, forests, or ponds. The Townships may use the term “landscaped open space” when describing this requirement.

**For on-farm diversified uses, the area is calculated to include all driveways, parking areas, landscaping, and areas dedicated to infrastructure, such as on-site servicing (e.g., septic systems). The calculation is cumulative, meaning that the calculation includes all existing and proposed on-farm diversified uses. The maximum permitted area is:**

- No more than 2% of the size of the farm lot up to a maximum of one (1) hectare.

Any buildings that are used for an on-farm diversified use also must not exceed the maximum permitted gross floor area. This area is also relative to the overall size of the farm property and the total area permitted for the on-farm diversified use. It includes all new and existing buildings that are proposed to be used for the on-farm diversified use. The maximum permitted gross floor area is:

- No more than 20% of the maximum permitted area for the on-farm diversified use, up to a maximum of 2,000 square metres of gross floor area.





However, there are some ways to maximize the amount of area the on-farm diversified use can occupy on a farm property. If the on-farm diversified use makes use of existing agricultural buildings, parking areas and laneways, the size may be larger. The following describes how the area of the proposed use can be discounted from the maximum permitted area:

- Existing laneways and parking areas that are shared with agricultural uses and/or agriculture-related uses are not counted towards the maximum permitted area of the proposed on-farm diversified use. This is because no additional land is removed from the agricultural operation.
- Proposed on-farm diversified uses that occupy existing agricultural buildings built ten years ago or longer (this includes buildings that have been reconstructed on the same area), may be discounted by 50%. This means that if the maximum floor area for an on-farm diversified use is 500 square metres, the proposed on-farm diversified use can be up to 1,000 square metres if it is wholly contained within an existing agricultural building; or, if there are multiple buildings, each square metre of the area that is proposed within an existing agricultural building only counts as 0.5 square metres, and each square metre within a newly proposed building counts as one square metre.
- Any area that is used for the on-farm diversified use, but which is shared by an agricultural crop or production, does not count towards the area of the on-farm diversified use.

Where a farm property already has 2% or 1 hectare of area used by an on-farm diversified use, no new areas proposed for on-farm diversified uses are permitted.

Where both an agriculture-related use and an on-farm diversified use are located on the same farm property, the area calculation requirements described above will be applied separately to each use. For example, in no circumstance is an on-farm diversified use permitted to be greater than 2% of the total lot area or 1.0 ha, whichever is less, but a 1.0 ha on-farm diversified use would not restrict the area of an agriculture-related use, provided the maximum area calculations for agriculture-related uses as identified above, are satisfied.

The specific requirements that may apply to your business will be identified by your Township planner during the pre-application stage of your application, described in Step 2 of this Toolkit.

## Is My Business Permitted on My Property?

If your proposed business can be considered an agriculture-related use or an on-farm diversified use, and fits the criteria and area requirements outlined above, it may be permitted on your property, provided it satisfies any applicable requirements of the official plan, zoning by-law, and other applicable municipal by-laws. Both the Region and the Townships can help you better understand what additional requirements might apply depending on the nature of your business idea. To start the process of having your local planning authority review your application for a proposed business, please refer to Step 2 of this Toolkit.



## Step 2: Pre-Application Information Gathering

The Information Gathering step is the second step of this process. It is intended to connect you to staff at the Region and the Township who are able to help refine the concept for your proposed business based on the land use planning framework, which will ultimately allow the Townships to better understand your business idea.

### What do I Need to Provide:

As part of the pre-application, you will need to submit the following:

#### 1. Pre-Application Checklist

The pre-application checklist is attached to this Toolkit and available as a separate document for ease of use. It asks a series of questions related to your property and proposed business. Fill out the checklist to the best of your ability – the more information you can provide, the easier it will be for the Region and the Townships to learn more about your business idea and if any further information is needed.

#### 2. Conceptual Site Plan

Draw out a conceptual site plan for your proposed business. It does not need to be professionally done or represent the final architectural drawings. The purpose is to help the Townships understand what you are proposing, and where, so that relevant comments can be provided on how to ensure the next steps of the process are successful. The conceptual site plan should clearly show, at minimum, the following:

- The area and dimensions of the lot;
- The location and area of existing buildings;
- The location and area of driveways, lanes, and parking areas;
- The location, area, and dimensions of all proposed buildings, parking areas, and lanes;
- All uses that are present on the lot;
- Existing and proposed well and septic services;
- Electrical services;
- Separately identify any washrooms that may be used by employees or the public.

OMAFRA's [AgMaps](#) is a helpful tool which can be used to draw the Conceptual Site Plan. The AgMaps tool includes the ability to measure the lot, show existing buildings through satellite imagery, draw proposed buildings, make measurements within the lot, etc.



## What Happens During the Pre-Application?

When you have submitted your pre-application checklist to the Region, staff will work with you to understand what your intentions are, what resources you might need to prepare, and guide you through the remainder of the process. The Region will coordinate with the Townships regarding your business idea, using the pre-application checklist as preliminary information.

There are other agencies and departments within the Township, Region, and Province, that may have an interest in providing comments on your proposed business. Regional staff will help to ensure that you are prepared to discuss your proposal with these relevant authorities.

At this point, the Township planner may schedule a meeting with you and any relevant authorities that may wish to discuss the development and provide feedback. Such agencies may include, for example, the conservation authority, staff from Durham Region, departmental staff from the Township, and utility providers. The invited agencies will be able to identify any requirements that fall under their authority. For example, the conservation authority will provide direction on requirements for waterways and wetlands, and what you may need to demonstrate that your proposed business meets their requirements. Alternatively, an agency may confirm that they have no comments, and, in that case, you would not need to do anything further.

At this meeting, the Township planner will work with you to suggest modifications to your proposal based on this feedback and will identify what applications may be needed for your proposal, if any. They will also identify any additional information required, which could include details on expected traffic, water usage, or wastewater treatment (e.g., septic systems). At this point, the Township planner may also indicate what is required for Site Plan Control, which is detailed in Step 3 of this Toolkit.

The information, details and/or briefs identified at this stage may vary in terms of scope, which will be determined by the Township at the pre-application meeting.

Additional information may be found at [InvestDurham.ca/OnFarmDiversification](https://www.investdurham.ca/OnFarmDiversification)



## Step 3: Site Plan Control

Site Plan Control is a planning tool that municipalities use to provide detailed direction on development. For example, it is used to evaluate certain site elements, such as the location and placement of buildings and structures, walkways, parking areas, or traffic circulation, to ensure that the proposed business is safe, functional and meeting the intent of agriculture-related uses or on-farm diversified uses. It is important to note that both agriculture-related uses or on-farm diversified uses may be exempt from Site Plan Control, depending on the nature of your business idea. This could include, for example, that your business idea minimizes potential impacts on neighbouring properties, infrastructure (such as roads), farming operations, and the environment.

Under Step 3, there are three different streams, depending on the specifics of your application: site plan exempt, minor site plan, or standard site plan applications. The Township may identify that additional information, briefs, or even studies are required to inform their decision. Depending on the specific nature and context of your proposed business, the Township may identify one or more required inputs. This may include, but is not limited to, information and details pertaining to traffic, parking, emissions, noise, water, agricultural impact, or the environment, for example. There may be other considerations as well that the Township will identify as deemed to be applicable based on the nature of your business idea.

### Site Plan Exempt

The Township may determine your proposal for an agriculture-related use or on-farm diversified use is minor and/or incidental to the agricultural use and is unlikely to have negative impacts on the surrounding agricultural area, your neighbours, or municipal infrastructure. In this case, your proposed business may be exempt from Site Plan Control. The Township may make this decision at their discretion, but it must be clear from Step 2 that your business idea is aligned with the local land use framework (e.g., official plan and zoning by-law) and satisfies the requirements from any relevant authority (e.g., the conservation authority).

Matters that the Planner may take into consideration are if the use is entirely within existing agricultural buildings, or new buildings that have minimal impact to the surrounding area, or what demands for water or wastewater the proposed use will have, if the proposed use will generate any noise or traffic, any potential negative impact to the environment, and the relative location of the use on the property relative to the context of surrounding area. The discretion for determining if your proposed business is exempt is at the discretion of the planner at the time of the pre-application meeting. If the proposal is exempt from Site Plan Control, proceed to step 4.



## Minor Site Plan

A Minor Site Plan Application may be necessary to demonstrate that your business idea meets all the policies and requirements of the Township and the Province.

### What Information May be Required for a Minor Site Plan?

The required information for a Minor Site Plan may be determined by the Township during Step 2. This may include, for example, information, briefs, and/or studies related to traffic, parking, emissions, noise, water, agricultural impact, or the environment. It is important to note that not all of these requirements may apply. The Township will ultimately be responsible to identify what is required based on the nature of your application.

This step will also require a drawing of your proposed development that identifies the location of any buildings, structures, and/or areas that are intended to be used for your business. Please refer to your Township's site plan application guides for more information or contact the Township.

The site plan process may involve multiple discussions with the Township. The Township may request changes or additions to your application in response to comments from relevant authorities, or as a result of the Township's own review. These will be for the purpose of ensuring that the site plan addresses all the necessary requirements.

The Township may or may not require you to sign an agreement, which will ensure that the details and conditions agreed upon under a Minor Site Plan are met before your business idea is developed. Once the Minor Site Plan is approved, and if an agreement is executed, proceed to step 4.

Additional information may be found on the Township's website:

- [Township of Brock Site Plan Approval Process](#)
- [Township of Scugog Site Plan Approval Process](#)
- [Township of Uxbridge Site Plan Approval Process](#)

## Standard Site Plan

The Township may determine that your business idea requires a Standard Site Plan, based on the nature of your application. A Standard Site Plan includes an increased application fee, and you will be required to demonstrate, with documentation, that the proposed development satisfies applicable land use regulations, such as those established by an official plan or zoning by-law. Similar types of studies and/or briefs required for a Minor Site Plan may also apply to a Standard Site Plan. The requirements of a Standard Site Plan will be determined by a planner and according to the site plan requirements of the Township. An agreement will be required before you can apply for a building permit in Step 4.



## Step 4: Building Permits

Whether you are planning a new building or making use of an existing one, you will need to apply for a building permit. To submit a building permit application, you'll need to provide the following paperwork to help staff review your project:

- A complete and signed permit application form
  - › Including Designer information 'Schedule 1' corresponding with the designer's name and BCIN on all drawings submitted with the application
- A copy of the Property Deed may be required in some cases
- A copy of the approved site plan, if applicable
- A complete set of construction drawings, drawn to scale, including applicable:
  - › Foundation Plans (size of walls, footings, and piers)
  - › Floor Plans (overall dimensions, room names, structure information etc.)
  - › Building Elevations (from all sides showing wall and roof height, window, and door locations, etc.)
  - › Cross Sections (through the wall from footings to roof noting all materials in the foundation, wall, and roof assembly)
- A Heat Loss/Gain Calculation and Mechanical Ventilation Design Summary/Layout
  - › Provided along with calculations – Schedule 1: Designer Information
- An Energy Efficiency Design Summary form and applicable supporting documents
- A Copy of the Truss Layout for roof and/or floor layout
- A copy of the Well and Septic Report and/or Permit
- Other applicable approvals / supporting documentation may apply:
  - › Conservation Authority permit or written permission
  - › Proof of address for the agriculture-related use or on-farm diversified use (which may require the purchase of an additional blue 9-1-1 address plate)
  - › A Minimum Distance Separation Calculation, as required by the Ontario Ministry of Agriculture, Food and Rural Affairs to ensure that the new use will not impact surrounding livestock facilities and vice versa.



Additional information may be found on the Township's website:

- [Township of Brock Building Permits](#)
- [Township of Scugog Building Permits](#)
  - › [Building Permits | Township of Scugog](#)
  - › [How to submit a building permit application](#)
- [Township of Uxbridge Building Permits](#)





## What Else Should I Consider in Planning My Project?

There are other considerations when planning your business. Some of these considerations are identified below, with additional resources or information linked for convenience. You are encouraged to discuss these considerations in more detail with the Region and the Townships through the pre-application process.

### Municipal Fees

Certain municipal fees may apply in order to start your business, including fees related to land use planning and building permits, for example. Fees are established by a by-law of Council and may change or be modified from time to time. You are encouraged to confirm applicable fees with the Townships through the Pre-Application Process.

- [Township of Brock Municipal Fees](#)
- [Township of Scugog Municipal Fees](#)
- [Township of Uxbridge Municipal Fees](#)

### Development Charges

Development charges are fees collected by a municipality through development. These fees are typically used to pay for the cost of various infrastructure and service improvements that are required to accommodate the growing needs of a community as a result of growth. The Region and the Townships each administer development charges that may be applicable to your business idea. To learn more, the following resources are available, and both the Region and the Townships can provide more information:

- [Region of Durham Development Charges](#)
- [Township of Brock Development Charges](#)
- [Township of Scugog Development Charges](#)
- [Township of Uxbridge Development Charges](#)



## Minimum Distance Separation

The Minimum Distance Separation (MDS) formulae and guidelines is a Provincial land use planning tool that determines setback distances between livestock barns, manure storages or anaerobic digesters and surrounding land uses, with the objective of minimizing land use conflicts and nuisance complaints related to odour. Demonstrating that an MDS setback can be met, may be required before a land use planning approval or building permit can be issued. **The Minimum Distance Separation (MDS)** document provides additional information and establishes the Provincial requirements, but you are encouraged to discuss this further with the Region and the Townships as it relates to diversifying your farm business. In the context of ARUs and OFDUs, MDS may be applied for on-farm accommodations.

## Property Taxes

More information regarding property taxes may be found on the Townships website:

- [Township of Brock Property Taxes](#)
- [Township of Scugog Property Taxes](#)
- [Township of Uxbridge Property Taxes](#)

## Noise By-law

More information regarding noise by-laws may be found on the Townships website:

- [Township of Brock By-laws and Policies](#)
- [Township of Scugog Noise By-law](#)
- [Township of Uxbridge Noise By-law](#)

## Site Alteration

More information regarding site alteration may be found on the Township's website:

- [Township of Brock Site Alteration Permits](#)
- [Township of Scugog Site Alteration Permits](#)
- [Township of Uxbridge Site Alteration By-law](#)

## Special Events on Public and Private Property By-law

More information regarding special events or private property by-laws may be found on the Township's website:

- [Township of Brock By-laws and Policies](#)
- [Township of Scugog Special Events Permit](#)
- [Township of Uxbridge Special Events By-law](#)



## Accessibility Design Standards

The Accessibility for Ontarians with Disabilities Act (AODA) is a provincial law that sets out a process for developing and enforcing accessibility standards, including those that apply under the Ontario Building Code. Any development associated with your business idea may be subject to the requirements of the AODA. You are encouraged to further discuss this with the Townships to understand what considerations will need to be made when planning your business idea.

## Additional Resources

The following additional resources are available for your consideration:

### Business Toolkits

- [Township of Brock Business Toolkit](#)
- [Township of Scugog Business Toolkit](#)
- [Township of Uxbridge Business Toolkit](#)

### Durham Region Agriculture Sector Resources

Please visit the following resource to learn more about agriculture in Durham Region:

- [Durham Region Agricultural Sector Resources](#)

### Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas (Publication 851):

These Guidelines are published by the Ontario Ministry of Agriculture, Food and Agribusiness and Ministry of Rural Affairs. They provide more specific direction on how to interpret and implement the Provincial policy related to agriculture-related uses and on-farm diversified uses within Ontario and are generally reference by municipalities as an important resource to support agriculture-related uses and on-farm diversified uses, while understanding what types of requirements may apply. It may be valuable to read the Guidelines in advance of contacting the Township.

- [Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas \(Publication 851\)](#)

### What Additional Permits or Inspections Do I Need?

You may need to obtain a building permit from the Township if you are proposing to construct a new building or structure or modify an existing one. Please consult the following resources for additional information:

- [Township of Brock Building Permits](#)
- [Township of Scugog Building Permits](#)
- [Township of Uxbridge Building and Construction](#)



If you are proposing to use an existing sewage system, a Change of Use application must be submitted to the Durham Region Health Department (DRHD). This application is required because the private sewage system must be evaluated to ensure it meets the requirements of the Ontario Building Code for the proposed use.

A Building Permit for a private sewage system is required from the DRHD if you are proposing to install a new sewage system or upgrade an existing one. Please consult the following resource for additional information:

- [Region of Durham Sewage System Applications](#)

## Your Business and Public Health

Certain types of businesses have public health requirements and required on-site inspections from Durham Region public health inspectors. Learn about [public health applications and requirements](#) that may affect your business.

If you plan to operate any of the types of businesses listed below, please [contact the Durham Region Health Department \(DRHD\)](#) to learn more about any public health requirements pertaining to your business.

- Food premise
- Personal service setting
- Child care centre
- Recreational water facility
- Residential housing
- Tobacconist or vape store

Below are examples of requirements for certain types of businesses:

- [Contact the DRHD](#) as early as possible if you plan for any food service or sales or special events where food or beverage will be served to the public. Share blueprints or plans so they can provide feedback before changes are made, equipment is purchased, etc.
- If your business involves public interaction with animals, [contact the DRHD](#) and learn more here: [Visiting Animals in Public Settings](#).

The following links are useful resources from the DRHD:

- [Notification of intent to open a food premises - Durham Region](#)
- [Special Events and Farmers Markets - Coordinators - Durham Region](#)
- [Special Events and Farmers Markets - Vendor - Durham Region](#)



## Business Licensing

You may be required to obtain a licence from the Townships to legally operate your business. This is commonly referred to as a business license. The following links provide more information, and you are encouraged to discuss this further with the Townships.

- [Township of Brock Business Licences and Permits](#)
- [Township of Scugog Business Licences and Permits](#)
- [Township of Uxbridge Business Licences](#)

## Local Agricultural Supports and Organizations

[Durham Farm Fresh Marketing Association](#) is a membership-based organization representing farms and farm operators whose goal is to help local producers, and others committed to local food, market their local products to our local community.





# Agriculture-Related and On-Farm Diversified Business Checklists

As part of the pre-application process, please fill in the checklist below to the best of your ability. This is not a requirement of a formal application, but it will help the Region’s Staff and the Township planner to give you the best advice, work with you to reduce potential barriers, and help you to understand what regulations may apply to develop your proposed business. In summary, this is an important step to help streamline the application process and start your business sooner.

The information being requested is to help the Township determine what requirements might apply (or might not apply) to your proposed business, and to help you understand what information may be requested through the application process. If you do not know a specific answer, you may leave the response blank. Where the area or size is requested, you may make an estimate.

Is the property in active agricultural use? If so, what are the current agricultural uses on the property?

If there are existing agricultural buildings or structures on the property, what are they? (e.g. greenhouses, livestock facilities, grain storage, implement sheds, etc.)?

Is there a residence on the property that is proposed to be used, or partially used, for the proposed use? Yes  No

What types of existing land uses (activities/businesses) are on the property? If you are unsure, you may list all the uses that occur on the property. List all existing uses on the property and the area they occupy in square metres or hectares:

1. Existing Agricultural uses:



2. Existing agriculture-related uses:

[Grey input box]

3. Existing on-farm diversified uses:

[Grey input box]

4. Existing other uses (e.g., forest, wetland, utility corridor, easement, etc.):

[Grey input box]

What type of business or land use is being proposed? Describe the nature of the proposed use:

[Grey input box]

What are the surrounding/neighbouring properties uses (e.g. dairy farm, cash crops, farmers market, residences, wetland, settlement area, school, etc.)? Describe the neighbouring uses:

[Grey input box]

Some businesses might not be compatible with neighbouring uses because of the hours they operate. What are the proposed business hours/days of operation? Please note seasonal differences:

[Grey input box]

How much additional traffic is anticipated and how will it be accommodated?

Peak traffic per day (number of vehicles)

[Grey input box]

Average traffic per day (number of vehicles)

[Grey input box]



Describe how traffic will be managed:

What is the existing road infrastructure?

Is the road paved:      Yes       No

Describe the type of expected vehicle traffic generated by your proposed use (e.g. personal vehicles, agricultural vehicles, commercial vehicles, tractor trailers, etc.):

How will traffic access the site from the road? Describe the existing access(es):

Is the existing access appropriate for the proposed use, e.g., can it handle the expected volume of traffic and vehicle types?

If the existing access is not appropriate, please describe the changes to the existing access or the new access needed to accommodate the proposed use.

How will the potential impacts associated with this new use (activity) be avoided, minimized, and mitigated to be compatible with and enable normal farm practices? Impacts include the removal of land from agricultural production. Describe the potential adverse impacts to agricultural operations in the area and describe measures (e.g buffering, berms, traffic control, building design, etc.) for how they will be avoided, minimized, and mitigated:



How is the business related to and supportive of agricultural businesses in the area and benefits from close proximity to agricultural operations? Describe how the business supports agriculture in the area (e.g. farm equipment supplies/repairs, process local agricultural products, sell products grown in the area, distribute local agricultural products, etc.):

[Empty text box for business description]

Is there an existing well and private sewage system or is a new private sewage system and well required to accommodate the proposed business?

**Re: Private sewage system:**

**1. Using the existing sewage system**

Was the sewage system permitted and inspected by Durham Region Health Department?  Yes  No

What use of the building was the sewage system designed for?

[Empty text box for sewage system use]

Note: A **Change of Use application** is required to evaluate the sewage system.

**2. Installing a new sewage system**

Have you consulted a qualified sewage system installer, designer, or engineer to discuss the proposal?  Yes  No

Note: **A Building Permit** for the new private sewage system is required from the Durham Region Health Department.

**Re: Well:**

Has well water previously been tested for bacteria?  Yes  No

Is there a treatment unit on the well?  Yes  No

**Continue if Your Proposed Business is Defined as an On-Farm Diversified Use**



Does the property have a valid Farm Business Registration (FBR) Number for the farm business that is run on the property?  Yes  No

Provide the Farm Business Registration Number (if applicable):

Note: If applicants are unable to obtain a valid FBR number, they may seek an exemption from **AgriCorp**.

If the property does not have a valid Farm Business Registration Number, does it have an exemption from AgriCorp?  Yes  No

What type of business is proposed on the property, and what land area would be occupied? If more than one business is proposed, please indicate and include information for each. List all proposed on-farm diversified use components and the area they would occupy:

Existing and proposed laneway area:

Existing and proposed parking area:

Area of existing and proposed buildings and structures: Outdoor use area (e.g. water and wastewater, landscaped area, playgrounds, storage, walkways, sitting areas, patio/picnic spaces, fire pits, etc.):

Total area for proposed on-farm diversified use  m<sup>2</sup>,  % of property.

Area for an on-farm diversified use that occupies parts of the farm used by the agricultural use/farming can be discounted. 100% discount for laneways and parking areas, and 50% discount for buildings or structures that are older than ten years old at the time of application. What area is being shared by the existing agricultural use? List the amount of area for the proposed on-farm diversified use that is shared with the agricultural use:

Laneway Area:  m<sup>2</sup> Parking Area:  m<sup>2</sup>

Agricultural buildings area  m<sup>2</sup>



Amount of area to be discounted:

100% of the area for laneways and parking =  m<sup>2</sup>

50% of the area proposed in existing buildings and structures =  m<sup>2</sup>

Will any of the proposed on-farm diversified uses be temporary in nature, either in location or over time? (i.e., seasonal business or uses, temporary structure, location rotates on the farm with crops, etc.) If yes, describe the temporary nature of uses and area for each component:

If the proposed on-farm diversified use anticipates visitation from the public, how many visitors/customers are expected to visit?

Visitors/hour:  average,  peak

Visitors/day:  average,  peak

Visitors/week:  average,  peak

If the proposed on-farm diversified use includes hosting events, what is the expected frequency?

Will the proposed use host events?  Yes  No

What building/structure (e.g. barn, tent) will be used for hosting the event?

What is the total area of the building/structure being used? Indicate in sq m?

Describe the expected events, including activity, volume, expected times of day and duration, and seasonal variations:

What is the maximum number of occupants you anticipate to host at one time:



Is the design of the proposed on-farm diversified use appropriate for the rural character of the farm and surrounding area? Describe measures to ensure the agricultural/rural character is maintained in the area:

[Empty text box for response]

Will you be preparing, selling, or serving food or beverage to the public?

[Empty text box for response]

Will you be allowing the public to interact with animals? Yes  No

If yes, please **Contact the Health Department - Durham Region** for guidance. The following resource provides information on animal interaction: **Visiting Animals in Public Settings.**

### Contacts

- ✉ Region of Durham Economic Development: [agriculture@durham.ca](mailto:agriculture@durham.ca)
- ✉ Township of Brock Development Services: [planning@brock.ca](mailto:planning@brock.ca)
- ✉ Township of Uxbridge Development Services: [building@uxbridge.ca](mailto:building@uxbridge.ca)
- ✉ Township of Scugog Planning and Development: [planning@scugog.ca](mailto:planning@scugog.ca)



The Regional Municipality of Durham  
Economic Development and Tourism  
🇨🇦 Durham Region, Ontario, Canada  
605 Rossland Road East Whitby, Ontario L1N 6A3

1-800-706-9857  
InvestDurham.ca

If this information is required in an accessible format, please call 1-800-706-9857 extension 2619.