

THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE
BY-LAW XX OF 2026

**BEING A BY-LAW TO ADOPT AMENDMENT NO.1 TO THE ADELAIDE METCALFE
COMMUNITY IMPROVEMENT PLAN**

WHEREAS the Council of the Corporation of the Township of Adelaide Metcalfe adopted the Adelaide Metcalfe Community Improvement Plan pursuant to Section 28 of the *Planning Act R.S.O c. P.13, as amended*, under By-law 49 of 2024

AND WHEREAS Council deems it favourable to update the Community Improvement Plan to better support industrial development, farm worker housing, and general economic development in the Township, as well as undertake certain revisions to ensure the plan is current with applicable legislation and policy;

AND WHEREAS the Council of the Corporation of the Township of Adelaide Metcalfe has provided for the preparation of certain amendments to the Community Improvement Plan to reflect such updates, attached hereto as Schedule "A";

AND WHEREAS Section 28(5) of the *Planning Act, R.S.O., 1990, c.P. 13* provides for the adoption of community improvement plans and amendments thereto;

AND WHEREAS the Council of the Corporation of the Township of Adelaide Metcalfe held a public meeting on **August 10, 2026**, respecting the amendments to the Community Improvement Plan, pursuant to its authority and responsibility under Sections 17 and 28 of the *Planning Act, R.S.O. 1990. C. P.13, as amended*;

NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE AS FOLLOWS:

1. **THAT:** Amendment No. 1 to the Adelaide Metcalfe Community Improvement Plan, attached hereto as Schedule "A" and forming part of this By-law, is hereby adopted pursuant to Section 28(5) of the *Planning Act, R.S.O., 1990, c.P. 13*.
2. **THAT:** This By-law shall come into force and take effect on the day of the final passing thereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED IN OPEN
COUNCIL THIS ___ DAY OF _____ 2026.**

Mayor

Clerk

**AMENDMENT NO. 1 TO THE
ADELAIDE METCALFE COMMUNITY IMPROVEMENT PLAN**

Table of Contents

Statement of Components	Page 2
PART A – Preamble	Page 3
PART B – Amendment	Page 4
PART C – Appendices	Page 13

STATEMENT OF COMPONENTS

PART A - PREAMBLE introduces the Amendment but does not constitute part of Amendment No.1 to the Adelaide Metcalfe Community Improvement Plan.

PART B - AMENDMENT consists of detailed textual direction regarding Amendment No.1 to the Adelaide Metcalfe Community Improvement Plan.

PART C - APPENDICES are provided to clarify the intent and to supply background information related to the Amendment but does not constitute part of Amendment No.1 to the Adelaide Metcalfe Community Improvement Plan.

PART A – PREAMBLE

1.0 PURPOSE AND EFFECT

To complement the Township's recent efforts to attract industrial development and investment, as well as to better support the Township's agricultural and other economic sectors, the Township undertook a scoped review of the community improvement plan in 2026. This review was focused on providing incentives to support future industrial development, ease the financial burden of creating farm worker housing, and increase the viability of existing grant programs through increased funding maximums. Rather than creating a new CIP, this project sought to strengthen and expand the existing CIP programming already in place.

To this end, the purpose of the amendments are to:

- introduce two (2) new programs - the Industrial Development Support Program, offering a tax-based incentive for new industrial development, and the Farm Worker Housing Support Program, offering a matching grant equal to a portion of the development charges payable for the creation of new farm worker housing units
- identify a new CIP focus area - the Highway 402 Industrial Area
- increase maximum funding for all other incentive programs from \$5,000 to \$10,000
- implement minor revisions and technical updates to outdated sections of the CIP.

2.0 LOCATION

The Adelaide Metcalfe CIP applies to all lands within the Township of Adelaide Metcalfe. This Amendment involves changes to textual components of the CIP which do not affect the applicable area of the Plan. The only locational component involves the identification of the Highway 402 Focus Area, which is used to administer future Industrial Development Support grants, but it otherwise within the existing Community Improvement Project Area (CIPA).

3.0 BASIS OF THE AMENDMENT

In The Township of Adelaide Metcalfe adopted a Community Improvement Plan (CIP) in October 2022 and subsequently implemented it in 2023 with the intent of encouraging reinvestment/development, support for local businesses, and strengthening the Township's economic development climate.

Since its implementation, program uptake has been a key challenge, with only one application having been submitted and approved despite several inquiries and pre- consultation discussions with potential applicants. Feedback received through these discussions suggests that the current program offerings and funding levels may not be sufficiently aligned with current market conditions or the Township's evolving investment priorities (particularly as it relates to industrial development). Furthermore, the lack of uptake can also be attributed to the absence of a traditional "main street" or downtown core in the Township where economic activity can be concentrated.

In response, the Township initiated a targeted review and update of the CIP to ensure it is better aligned with the Township's current strategic economic development priorities. The priority for this review is identifying opportunities to refine existing programs, improve incentive structures, and introduce new tools that better support emerging priorities within the Township, as well as encourage more program uptake.

PART B – AMENDMENT

4.0 INTRODUCTORY STATEMENT

All of this part of the document, entitled "Part B - Amendment", including the following text constitute Amendment No. 1 to the Adelaide Metcalfe Community Improvement Plan (CIP). Please note the following details for the amendments described herein where:

- a) A **BOLDING** indicates the addition of new text
- b) A ~~STRIKETHROUGH~~ indicates the removal of existing text
- c) EXISTING TEXT will be left unchanged in format

5.0 DETAILS OF THE AMENDMENT

The Table of Contents has been updated to reflect changes to page numbering.

The first sentence in the second paragraph of Section 1.3 is amended as follows:

Accordingly, the entirety of the Township of Adelaide Metcalfe is designated as a CIPA in an effort to balance financial support between the urban and rural areas. Figure 1 (~~opposite~~ **next page**) outlines the CIPA to which this Plan applies.

A new Section "1.4" was added immediately following Section 1.3 as follows:

1.4 2026 Scoped Review & Update

The Township undertook a scoped review and update of this Plan in 2026 to better support industrial land readiness, employment land development, and farm worker housing creation. As part of this review, two new Community Improvement Plan (CIP) programs were introduced: the Industrial Development Support Program, which provides a tax increment grant to encourage industrial development in proximity to the Highway 402 corridor, and the Farm Worker Housing Support Program, which provides grants covering up to 50% of applicable development charges associated with the creation of new farm worker housing.

In addition, the review established a new municipal leadership initiative focused on advancing industrial land readiness and included several targeted updates to general financial incentive program eligibility criteria and administration provisions.

Added the following new text on the cover page of Section 2 – Policy Framework:

Please note that the following section reflects the policy framework in place at the time of the CIPs preparation in 2022, and may not reflect the most current references to policy documents or legislation.

Within Section 2.1, the "Ontario Heritage Act, R.S.O 1990, c. O.18" and "Development Charges Act, S.O. 1997, c.27" subsections are deleted in their entirety.

Within Section 2.1, the "Provincial Policy Statement (PPS)" subsection is deleted and replaced in it's entirety with the following text:

The Provincial Planning Statement (PPS) sets out Ontario's province-wide land use policy priorities and requires that all planning decisions be consistent with its policies. The PPS supports community improvement by encouraging compact, mixed-use development, reinvestment in main streets and downtowns, brownfield redevelopment, and infrastructure efficiency. It promotes long-term economic growth and complete

SCHEDULE "A" TO BY-LAW NO. **XX-2026**

communities by directing municipalities to strategically invest in areas that can accommodate growth and renewal. Community Improvement Plans are explicitly supported as tools for achieving these objectives and aligning local efforts with provincial interests.

CIPs are being leveraged more commonly by municipalities to support addressing housing needs/affordability by helping fund expansions in the supply and mix of housing, including affordable, rental, and supportive housing options, as well as climate resilient improvements.

The maximum Construction Cost Matching grant offered under Section 5.1.2 is increased from \$5,000 to \$10,000.

The maximum Construction Cost Matching grant offered under Section 5.2.2 is increased from \$5,000 to \$10,000.

The maximum Construction Cost Matching grant offered under Section 5.3.2 is increased from \$5,000 to \$10,000.

The maximum Construction Cost Matching grant offered under Section 5.4.2 is increased from \$5,000 to \$10,000.

The maximum Construction Cost Matching grant offered under Section 5.5.2 is increased from \$5,000 to \$10,000.

All instances of the word "affordable" in Sections 5.5.4 and 5.5.5 are replaced with the word "attainable".

The maximum Construction Cost Matching grant offered under Section 5.6.2 is increased from \$5,000 to \$10,000.

The maximum Construction Cost Matching grant offered under Section 5.7.2 is increased from \$5,000 to \$10,000.

The following new program is added immediately following Section 5.7:

5.8 Industrial Development Support Program

5.8.1 Purpose

The Industrial Development Support Program is intended to encourage industrial development within the Highway 402 Industrial Area in the Township of Adelaide Metcalfe by providing targeted financial incentives for eligible projects. The program applies to lands designated for industrial use and offers support in the form of a Tax Increment Equivalent Grant (TIEG) and/or a Development Charge Grant to help offset development costs. Enhanced support may be provided for projects in strategic sectors such as advanced manufacturing, agri-business and agri-industrial operations, and logistics. The program is intended to attract investment, support job creation, and strengthen the Township's long-term economic competitiveness.

5.8.2 Available Grants

Applicants may apply for funding under one of the following grants:

1. Tax Increment Grant (TIG)

A Tax Increment Grant (TIG) is available to support major development projects that are expected to generate a significant increase in property assessment. The TIG provides an annual grant based on a percentage of the municipal tax increase that results from the completed project (the "increment"). This grant is intended for large-scale improvement projects only.

The Tax Increment Grant (TIG) will follow the payment schedules outlined below, subject to all eligibility criteria being satisfied. The lifetime amount of a TIG shall not exceed the total costs of the project.

Basic TIG (5 Years)

Annual grant equal to 50% of the tax increment in year 1 following project completion, reducing by 10% annually for five (5) years.

Enhanced TIG (up to 10 Years)

Where an eligible use would result in 75,000 ft² or more in new building construction AND is directly associated with a new or expanding Advanced Manufacturing, Agri-Business, or Logistics use, the Township may consider offering an "Enhanced" tax increment grant.

Under the "enhanced" tax increment grant, the Township may provide an annual grant of up to 100% of the tax increment in year 1, to be decreased every subsequent year by a percentage determined by the Township, for a period of up to ten (10) years. Annual grant amounts and payment schedule shall be determined by the Township in its sole discretion

5.8.3 Eligible Areas

- Highway 402 Industrial Area

Please see Appendix A for overview of eligible areas. Notwithstanding the eligibility area outlined above, the Township of Adelaide Metcalfe may approve projects outside of this area to accommodate exemplary projects and/ or extenuating circumstances.

5.8.4 Eligible Projects

Major development or redevelopment projects that support the establishment, expansion, or modernization of an industrial or employment-generating use, where the project would result in an increase in assessment value on the lands. Examples include:

- Construction of new buildings or facilities for industrial, manufacturing, logistics, warehousing, or other employment uses; or
- Expansion of existing industrial or employment buildings of more than 50% of the existing building/floor area to increase production capacity or operational space.

Notwithstanding the above, the determination of an Eligible Project shall be at the sole discretion of the Township of Adelaide Metcalfe.

5.8.5 Program-Specific Eligibility Criteria

- Projects must involve the establishment of a new employment-generating use or a significant expansion of an existing eligible industrial or employment use.
- The proposed development must be permitted by the zoning bylaw and consistent with the Official Plan designation for the site.
- The project should demonstrate clear economic benefits, including job creation, increased assessment, business expansion, or strengthened competitiveness.

SCHEDULE "A" TO BY-LAW NO. **XX-2026**

- A minimum capital investment threshold may be required, to be determined by the Township at the time of application.
- Applicants may be required to submit a business plan, development concept, or financial pro forma to demonstrate feasibility and economic impact.
- A scoring system or evaluation matrix may be used to prioritize projects that provide the greatest benefits to the Township or align with targeted sectors identified from time to time.
- Applicants requesting a TIG must also meet the TIG-specific eligibility criteria set out in Section 5.10.15 and may be required to submit assessment estimates prepared by a qualified third party.
- Routine maintenance or minor alterations are not eligible. Only substantial industrial development, redevelopment, or expansion projects qualify under this program.

Eligible Project compliance/noncompliance with any or all applicable eligibility criteria shall be determined by the Township of Adelaide Metcalfe in their sole discretion.

5.8.6 Program Combinations

This program shall only be combined with the following:

- Façade & Signage Program
- Site Beautification Program
- Accessibility Program

The following new program is added immediately following the new Section 5.8 described above:

5.9 Farm Worker Housing Support Program

5.9.1 Purpose

The Farm Worker Housing Support Program is intended to support the development of purpose-built farm worker housing associated with active agricultural operations across the Township. The program applies to lands where such housing is permitted and provides financial assistance to help offset the cost of development charges associated with the creation of housing units intended to accommodate seasonal or full-time agricultural labour. Support is limited to housing that remains ancillary to and directly supports ongoing farm operations. The program is intended to reduce barriers to development, support the long-term viability of the agricultural sector, and reinforce the Township's rural economic base.

5.9.2 Available Grants

Applicants may apply for funding under one of the following grants:

1. Development Charge (DC) Grant

Grant equal to 50% of the Township Development Charges (DCs) applicable to the eligible project, up to a maximum of \$20,000

5.9.3 Eligible Areas

- Rural Area

Please see Appendix A for overview of eligible areas. Notwithstanding the eligibility area outlined above, the Township of Adelaide Metcalfe may approve projects outside of this area to accommodate exemplary projects and/ or extenuating circumstances.

5.9.4 Eligible Projects

The construction or establishment of one or more dwelling units to be used for the sole purpose of housing farm workers employed in an agricultural operation, where the development would trigger the required payment of development charges.

Notwithstanding the above, the determination of an Eligible Project shall be at the sole discretion of the Township of Adelaide Metcalfe.

5.9.5 Program-Specific Eligibility Criteria

- The subject lands must permit farm worker housing in accordance with the Official plan, Zoning By-law, and Provincial Planning Statement.
- The proposed development must be associated with an active agricultural operation and demonstrate a clear need for on-site or nearby farm worker accommodation. Where the agricultural operation is not located on the same parcel of land as the dwelling(s), further information to demonstrate association with the agricultural operation may be requested.
- Eligible units must be purpose-built for farm worker housing and used exclusively to accommodate seasonal or full-time agricultural labour.
- Farm worker housing units receiving assistance under this Program shall remain ancillary to the principal agricultural use and shall be maintained for the purpose of housing farm workers for a minimum period of twenty (20) years from the date of execution of the Agreement. The units shall not be severed, sold separately from the principal agricultural property, demolished, converted to another use, or otherwise cease to be used for eligible farm worker housing during this period without the prior written approval of the Township.

Where, within the twenty (20)-year period, a farm worker housing unit supported under this program is demolished, removed, ceases to be ancillary to the principal agricultural use, ceases to be used for eligible farm worker housing, is converted to another use, or otherwise fails to comply with the requirements of this Program or the Agreement, the Township may require repayment of all or a portion of the Development Charge Reduction Grant in accordance with the following schedule:

- where the change occurs within the first ten (10) years, up to one hundred percent (100%) of the grant shall be repaid to the Township;
 - where the change occurs after ten (10) years but before fifteen (15) years, up to fifty percent (50%) of the grant shall be repaid to the Township;
 - where the change occurs after fifteen (15) years but before twenty (20) years, up to twenty-five percent (25%) of the grant shall be repaid to the Township; and
 - where the change occurs after the twentieth (20th) anniversary of the Agreement, no repayment shall be required.
- The Township may require a legal agreement to ensure that units remain dedicated to farm worker housing for a minimum period, and to establish repayment provisions where this requirement is not met.
 - The grant maximum shall be based on the net payable development charge following any reductions or credits applied by the Township.

Eligible Project compliance/noncompliance with any or all applicable eligibility criteria shall be determined by the Township of Adelaide Metcalfe in their sole discretion.

5.9.6 Program Combinations

This program shall not be combined with any other program.

Section 5.8 and all following subsection numbering is updated to 5.10.

The following new subsection is added immediately following Section 5.8.14 (now 5.10.14 per the above amendment):

5.10.15 Eligibility Criteria for Tax Increment Grants (TIGs)

In addition to the general eligibility criteria above, the following criteria apply specifically to applications for Tax Increment Grants.

- 1. A property is eligible to receive a Tax Increment Grant once during the term of this CIP, unless otherwise approved by the Township.**
- 2. To be eligible, the proposed project must be considered "major," meaning it is anticipated to result in a reassessment and corresponding increase in municipal property taxes (the tax increment).**
- 3. The total amount of a Tax Increment Grant approved for a project shall not exceed the total eligible costs invested by the applicant or shall not be paid beyond the defined period in the incentive program under which it applies.**
- 4. Applications for Tax Increment Grants may be subject to additional requirements, as determined by the Township, including but not limited to:**
 - a. a financial pro forma prepared at the applicant's expense;**
 - b. an independent third-party financial review, where required, at the applicant's expense; and**
 - c. a grant agreement setting out terms, conditions, performance expectations, and the duration of the grant.**
- 5. If a participating property is sold, in whole or in part, prior to the expiry of the approved grant period, the applicant and/or any subsequent owner is not entitled to receive any remaining grant payments. At its sole discretion, the Township may enter into a new agreement with a subsequent owner to permit continued receipt of grant payments for the remainder of the grant payment period.**
- 6. Where business operations cease and/or the property becomes vacant during the grant period, the Township reserves the right to terminate any remaining Tax Increment Grant (TIG) payments.**
- 7. Unless otherwise specified within a particular incentive program, applicants receiving a Tax Increment Grant shall not be eligible to receive additional financial incentive programs under this Plan during the grant period.**
- 8. Annual TIG payments will only be issued after the Township has confirmed that the property owner has paid the annual property tax bill in full and that no tax arrears are outstanding on the subject property.**

Within the Glossary, add the following definition immediately after "Redevelopment":

Tax Increment means the net increase between the pre-development and post-development municipal and/or county property taxes levied as a result of the revaluation of the property by the Municipal Property Assessment Corporation (MPAC).

The following new section is added immediately following Section 6.4:

6.5 Industrial Land Readiness & Investment Strategy

6.5.1 Overview

This Initiative is intended to support a coordinated approach to industrial land readiness and investment attraction within the Township of Adelaide Metcalfe. The initiative builds upon the Township's ongoing industrial land consolidation efforts along the Highway 402 and Centre Road corridor, as well as the findings of the Township's 2025-2026 Industrial Development Feasibility Study.

Recent feasibility work undertaken by the Township identified several key factors influencing the viability and competitiveness of future industrial employment lands, including servicing readiness, flexible planning permissions, and proactive municipal actions that reduce development uncertainty and improve investment readiness. The study also identified opportunities to support sectors such as agri-business, advanced manufacturing, and logistics, which align with the Township's agricultural base and broader regional economic strengths.

This initiative is intended to complement the Township's industrial incentive framework by advancing municipal-led planning, policy, and economic development actions that help position future employment lands as competitive, investment-ready opportunities over the long term.

6.5.2 Proposed Actions / Considerations

Any of the following considerations could be combined into a broader Industrial Land Readiness and Investment Attraction Strategy, or carried out as individual initiatives at the discretion of the Township:

- Advance pre-emptive Official Plan designations and zoning permissions to support future industrial development opportunities within strategic employment areas.**
- Utilize holding provisions and phased planning tools to permit future industrial development while allowing continued agricultural use until servicing infrastructure becomes available.**
- Develop a flexible and comprehensive industrial zoning framework that supports a broad range of employment uses aligned with the Township's target sectors, including agri-business, advanced manufacturing, logistics, and related industrial uses.**
- Continue undertaking employment land needs assessments, market analysis, and sector-specific research to refine and support the Township's long-term economic development and investment attraction strategy.**
- Coordinate infrastructure and servicing planning, including wastewater servicing considerations, to improve the long-term readiness and competitiveness of future industrial lands.**
- Explore opportunities for strategic land acquisition, land assembly, or public-private partnerships that support long-term industrial development objectives.**
- Coordinate with County, provincial, and regional economic development partners to support investment attraction efforts,**

SCHEDULE “A” TO BY-LAW NO. **XX-2026**

infrastructure planning, and potential funding opportunities related to employment land development.

- Prepare marketing materials, investment attraction strategies, and industrial land inventories that promote the Township’s strategic location along the Highway 402 corridor and access to regional transportation networks.

6.5.3 Implementation

The decision to pursue and/or timing of this Municipal Leadership Initiative will be at the sole discretion of the Township of Adelaide Metcalfe Council. Budget allocation to this initiative will vary from year to year, given the scope of potential projects covered, and may benefit from potential collaboration with the County and/or provincial grants for budget assistance. Stakeholders may include, but are not limited to:

- Township Staff & Council
- County Staff & Council
- Provincial Ministries and Agencies
- Economic Development Organizations
- Industrial Developers / Landowners
- Utility and Infrastructure Providers
- Local Business Community

The following new incentive eligibility area has been added to the cover page of Section A:

A.8 Highway 402 Industrial Area



Within the Glossary, delete the entirety of the “Attainable Rental Housing Unit” definition and replace it with the following:

Attainable Rental Housing Unit,
for the purposes of this plan, means the least expensive of:

SCHEDULE "A" TO BY-LAW NO. **XX-2026**

- a unit for which the rent does not exceed 30% of gross annual household income for low- and moderate-income households, where low- and moderate-income households refers to households with incomes in the lowest 60% of the income distribution for renter households in the municipality;
- or
- a unit for which the rent is at or below the average market rent (AMR) of a unit in the municipality.

In determining the average market rent of a unit in the municipality, the County should reference Canada Housing and Mortgage Corporation (CMHC) data and/or the "Affordable Residential units for the Purposes of the Development Charges Act, 1997 Bulletin" published annually by the Ministry of Municipal Affairs and Housing (<https://data.ontario.ca/dataset/affordable-residential-units-for-the-purposes-of-the-development-charges-act-1997-bulletin>). In the event this bulletin is discontinued, or more up-to-date information is available from another source approved by the Township, the Township may use any such method that, in its opinion, is appropriate for determining average market rent for the purpose of implementing the programming under this community improvement plan.

Within the Glossary, add the following definitions:

Average Market Rent (AMR)

for the purposes of this CIP, means the average rent charged for a rental housing unit in the Municipality, County, or Regional Market Area (according to available data), according to building type and number of bedrooms.

Tax Increment

means the net increase between the pre-development and post-development municipal and/or county property taxes levied as a result of the revaluation of the property by the Municipal Property Assessment Corporation (MPAC).

Update all page numbering throughout the CIP to reflect the amendments outlined in this document.

PART C – APPENDICES

APPENDIX A: Adelaide Metcalfe 2026 CIP Update: Review & Options Memo
(March 18, 2026)