TOWNSHIP OF BLANDFORD-BLENHEIM
COUNCIL MEETING AGENDA

Wednesday December 6, 2017
Township Council Chambers
47 Wilmot Street South, Drumbo
4:00 p.m.

1. **Welcome**

2. **Call to Order**

3. **Approval of the Agenda**

4. **Disclosure of Pecuniary Interest**

5. **Consideration of Minutes**

   a. November 15, 2017 Meeting of Council
   b. June 7, 2017 Police Services Board Meeting
   c. September 27, 2017 Police Services Board Meeting

6. **Business Arising from the Minutes**

7. **Delegations/Presentations**

8. **Correspondence**

   a. General

      i. Upper Thames River Conservation Authority – 2018 Draft Budget

   b. Specific

      None.

9. **Staff Reports**

   a. Rebecca Smith, Planner

      i. SP 1-17-02, Application for Site Plan Approval – Claysam Homes Ltd.

      Recommendation:

      That the application for Site Plan Approval submitted by Claysam Custom Homes Ltd., whereby the lands described as Blocks 41, 42 & 43 – 46, 41M-319, in the Township of Blandford-Blenheim, to facilitate the construction of

30 street-fronting townhouses, be approved, at such time as the following conditions are fulfilled:

i. The Owner shall enter into a Site Plan Agreement with the Township and agree to satisfy all Township requirements, financial and otherwise.

ii. The notice of no appeal for related zone change application ZN1-17-11 is issued by the Township of Blandford-Blenheim.

b. Jim Harmer, Drainage Superintendent

i. DS-17-23, Tile Drainage Application

Recommendation:

That Report DS-23-17 be received as information; and,

That Council approves the application for Tile Drainage Loan from Pete and Catharina Voster at 965880 Oxford Waterloo Road part of lots 8 and 9 Con 14 and further

That the Clerk notifies the applicant that his application has been approved and is subject to the following conditions:

- No tile shall be installed within 20 meter of any manure storage
- Township notified when construction starts
- Approved subject to the available of funds from OMAFRA
- A plan showing location of the tile installation must be submitted with invoices
- Contractor business license number [as issued by OMFRA] and name must be submitted with invoices
- Make / model and machine licenses number [as issue by OMAFRA] must be submitted with invoices.

ii. DS-17-24, Monthly Report

Recommendation:

That Report DS-17-24 be received as information.

c. Jim Borton, Director of Public Works

i. PW-17-27, Monthly Report

Recommendation:

That report PW 17-27 be received as information.

d. Community Services Department

i. CS-17-11, Monthly Report - November

Recommendation:

That Report CS-17-11 be received as information.

e. Denise Krug, Director of Finance/Treasurer

i. TR-17-11, 2018 Salaries and Wages

Recommendation:

That Report TR-17-10 be received as information;

And further that the remuneration for Council members, Volunteer Fire Fighters, Fence-Viewers, Livestock Valuers, Property Standards Committee members and all Township employees, with the exception of those affected by minimum wage legislation, be increased by 1.5% effective January 1, 2018.

ii. TR-17-12, 2018 Fees and Charges

Recommendation:

That Report TR-17-12 be received as information;

And further that Council authorize the Director of Finance to prepare a fees and charges by-law for the December 20, 2017 Council meeting based upon Township fees and charges as outlined on the attached schedules.

10. Reports from Council Members

11. Unfinished Business

12. Motions and Notices of Motion

13. New Business

14. Closed Session

15. By-laws

a. 2042-2017

Being a By-law to confirm the proceedings of Council.

16. Other

January 3, 2018 Meeting – Cancelled due to closure over last week in December.
Administration Office closed December 25, 2017 – January 1, 2018.
January 17, 2018 Regular Meeting & January 24, 2018 Capital Budget Meeting at 10:00 a.m.

17. Adjournment and Next Meeting

Wednesday, December 20, 2017 at 4:00 p.m. in Council Chambers.

Township of Blandford-Blenheim
Regular Council Meeting
Wednesday, November 15, 2016 2:00 p.m.

MINUTES

Council met at 2:00 p.m.

Present: Mayor Wearn, Councillors Balzer, Banbury, Cowan and Peterson.

Staff: Baer, Borton, Harmer, Krug, Matheson, Mordue and Richardson.

Others: Rebecca Smith, Planner, Oxford County

Mayor Wearn in the Chair.

1. Welcome

2. Call to Order

3. Approval of the Agenda

RESOLUTION #1

Moved by – Councillor Peterson
Seconded by – Councillor Balzer

Be it hereby resolved that the agenda for the November 15, 2017 Meeting of Council, be approved, as printed and circulated.

.Carried

4. Disclosure of Pecuniary Interest

Councillor Balzer declared pecuniary interest regarding Agenda Item 11. a. ii., FC-17-22, Tiered Response Agreement as he is a member of the Township of Blandford-Blenheim Plattsville Fire Department.

5. Adoption of Minutes

RESOLUTION #2

Moved by – Councillor Peterson
Seconded by – Councillor Balzer

Be it hereby resolved that the minutes of the November 1, 2017 Regular Session of Council be adopted, as printed and circulated.

.Carried

6. Business Arising from the Minutes

None.

7. Presentations

a. Draft 2018 Capital Budget and 2018 to 2027 Long Term Capital Plan

Draft 2018 Capital Budgets were presented with questions asked and answered.

a. Director of Finance
    i. Municipal Office
    ii. Cemeteries
b. Director of Protective Services and Director of Finance
    i. Fire Department
c. Director of Finance
    i. Building / Drainage Department
d. Director of Public Works and Director of Finance
    i. Public Works Department
e. Facility Operations Lead and Director of Finance
    i. Community Services Department
f. Director of Finance
    i. Reserves

RESOLUTION #4

Moved by – Councillor Peterson
Seconded by – Councillor Balzer

Be it hereby resolved that the Presentations of the 2018 Capital Budget and 2019-2027 Long Term Capital Plan be received as information.

.Carried

8. Delegations

a. Bryan Smith, OPAL – Proposed Motion for Municipalities to Call on Province for the Right to Approve Landfill Developments

RESOLUTION #3

Moved by – Councillor Peterson
Seconded by – Councillor Balzer

Be it hereby resolved that WHEREAS municipal governments in Ontario do not have the right to approve landfill projects in their communities, but have authority for making decisions on all other types of development;

AND WHEREAS this out-dated policy allows private landfill operators to consult with local residents and municipal Councils, but essentially ignore them;

AND WHEREAS proposed Ontario legislation (Bill 139) will grant municipalities additional authority and autonomy to make decisions for their communities;

AND WHEREAS municipalities already have exclusive rights for approving casinos and nuclear waste facilities within their communities, AND FURTHER that the province has recognized the value of municipal approval for the siting of power generation facilities;

AND WHEREAS the recent report from Ontario's Environmental Commissioner has found that Ontario has a garbage problem, particularly from Industrial, Commercial and Institutional (ICI) waste generated within the City of Toronto, where diversion rates are as low as 15%;

AND UNLESS significant efforts are made to increase recycling and diversion rates, a new home for this Toronto garbage will need to be found, as landfill space is filling up quickly;

AND WHEREAS municipalities across Ontario are quietly being identified and targeted as potential landfill sites for future Toronto garbage by private landfill operators;

AND WHEREAS other communities should not be forced to take Toronto waste, as landfills can contaminate local watersheds, air quality, dramatically increase heavy truck traffic on community roads, and reduce the quality of life for local residents;

AND WHEREAS municipalities should be considered experts in waste management, as they are responsible for this within their own communities, and often have decades' worth of in-house expertise in managing waste, recycling, and diversion programs;

AND WHEREAS municipalities should have the exclusive right to approve or reject these projects, and assess whether the potential economic benefits are of sufficient value to offset any negative impacts and environmental concerns;

THEREFORE BE IT RESOLVED THAT the Township of Blandford-Blenheim calls upon the Government of Ontario, and all political parties, to formally grant municipalities the authority to approve landfill projects in or adjacent to their communities, prior to June 2018;

AND THAT in the case of a two-tier municipality, the approval be required at both the upper-tier and affected lower-tier municipalities;

AND FURTHER THAT the Township of Blandford-Blenheim encourage all other municipalities in Ontario to consider this motion calling for immediate provincial action.

.Carried

9. Public Meeting

a. Public Meeting Under the Planning Act

RESOLUTION #5

Moved by – Councillor Balzer
Seconded by – Councillor Peterson

Be it hereby resolved that council rise and go into a Public Meeting under the Planning Act to consider applications for zone change ZN-17-09 – Borzas as well as ZN-17-11 – Claysam Custom Homes Ltd. and that Mayor Wearn Chair the Public Meeting.

.Carried

The Planner presented the report regarding application for zone change ZN-17-09 – Borzas and answered questions. Linda & Ken Swartz, agents of the registered owner, were in attendance and spoke in favour of the application. No persons spoke against the application.

The Planner presented the report regarding application for zone change ZN-17-11 – Claysam Custom Homes Ltd. Sam Scicluna, agent of the registered owner, was in attendance.

RESOLUTION #6

Moved by – Councillor Balzer
Seconded by – Councillor Peterson

Be it hereby resolved that the Public Meeting be adjourned and that the Regular Meeting of Council reconvene.

.Carried

i. Application for Zone Change – ZN-17-09, Ethel Borzas

RESOLUTION #7

Moved by – Councillor Balzer
Seconded by – Councillor Peterson

Be it hereby resolved that the Council approve in principle the zone change application submitted by Ethel Borzas, whereby the lands described as Part Lot

24, Concession 10 (Blenheim), Township of Blandford-Blenheim, are to be rezoned from 'Limited Agricultural Zone (A1)' to 'Residential Type 1 Zone (R1)' to recognize the change in land use as a result of the proposed severance.

.Carried

ii. Application for Zone Change - ZN-17-11, Claysam Custom Homes Ltd.

RESOLUTION #8

Moved by – Councillor Balzer
Seconded by – Councillor Peterson

Be it hereby resolved that Council approve the zone change application submitted by Claysam Custom Homes Ltd., whereby the zoning of lands described as Blocks 41, 42 & 43 – 46, 41M-319, Township of Blandford-Blenheim, is amended to increase the maximum driveway coverage of the interior townhouse lots from 50% to 70% of the front yard, to facilitate the construction of street-fronting townhouses.

.Carried

10. Correspondence

a. General

i. County of Oxford - Ontario's 2017 Next Edition Building Code Consultation

ii. County of Oxford – Addressing the Proposed Green Commercial Vehicle Program

RESOLUTION #9

Moved by – Councillor Banbury
Seconded by – Councillor Cowan

Be it hereby resolved that the general correspondence be received.

.Carried

11. Staff Reports

a. Rick Richardson, Director of Protective Services

i. FC-17-21, October Monthly Report

RESOLUTION #10

Moved by – Councillor Banbury
Seconded by – Councillor Cowan

That Report FC-17-21 be received as information.

.Carried

ii. FC-17-22, Tiered Response Agreement

RESOLUTION #11

Moved by – Councillor Banbury
Seconded by – Councillor Cowan

That Report FC-17-22 be received as information;

And that staff be directed to prepare a By-law for Council consideration to enter into an agreement with the County of Oxford (Oxford County Paramedic Services) to provide medical tiered response by the Blandford Blenheim Fire Department to assist in the provision of patient care in instances of potential life threatening medical conditions when requested by Oxford County Paramedic Services.

.Carried

b. John Scherer, CBO/ Manager of Building Services

i. CBO-17-13, Monthly Report

RESOLUTION #12

Moved by – Councillor Banbury
Seconded by – Councillor Cowan

That Report CBO-17-13 be received as information.

.Carried

c. Sarah Matheson, Deputy Clerk

i. DC-17-01, Dog and Kennel Licensing

RESOLUTION #13

Moved by – Councillor Banbury
Seconded by – Councillor Cowan

Be it hereby resolved that Report DC-17-01 be received as information and,

That Council approve the issuance of an annual dog tag with updated fees.

.Carried

ii. DC-17-02, Social Media/Online Communications

RESOLUTION #14

Moved by – Councillor Banbury
Seconded by – Councillor Cowan

Be it hereby resolved that Report DC-17-02 be received as information; and,

That Council adopt the Online Communications Policy.

.Carried

iii. DC-17-03, 2018 Municipal Election Vote-counting Procedures

RESOLUTION #15

Moved by – Councillor Cowan
Seconded by – Councillor Banbury

Be it hereby resolved that Report DC-17-03 be received as information; and,

That Council approve the Policies and Procedures for the use of vote-counting equipment for the 2018 Municipal Election.

.Carried

d. Community Services Department

i. CAO-17-22, Princeton Park Sports Pad

RESOLUTION #16

Moved by – Councillor Cowan
Seconded by – Councillor Banbury

The Report CAO-17-22 be received, and,

That Council award the tender to JB Construction for the construction of a multi-use recreation sports pad at the Princeton Park in the amount of $68,200

exclusive of applicable taxes subject to a favorable recommendation for the Township's Engineering consultant, J. H. Cohoon Engineering Limited.

.Carried

12. Reports from Council Members

Councillor Peterson shared the following community events: Lunch with Santa this Sunday November 19th 11 a.m. to 2 p.m. in Drumbo, Bright Parade is December 2nd at 2 p.m., Plattsville Parade is December 2nd at 6:30 p.m., Breakfast with Santa 2nd 9 a.m. to 11 a.m. in Plattsville, and Breakfast with Santa December 9th at Princeton Hall.

Councillor Banbury noted the dilapidated condition of the rail tracks crossing on Main St. N. in Princeton.

13. Unfinished Business

14. Motions and Notices of Motion

15. New Business

16. Closed Session

17. By-laws

RESOLUTION #17

Moved by – Councillor Cowan
Seconded by – Councillor Banbury

Be it hereby resolved that a first and second reading be given to the following By-laws:

- By-law 2040-2017 Being a By-law to amend Zoning By-law Number 1360-2002, as amended (Claysam Custom Homes Ltd.)
- By-law 2041-2017 Being a By-law to confirm the proceedings of Council.

.Carried

RESOLUTION #18

Moved by – Councillor Cowan
Seconded by – Councillor Banbury

Be it hereby resolved that a third and final reading be given to the following By-laws:

- By-law 2040-2017 Being a By-law to amend Zoning By-law Number 1360-2002, as amended (Claysam Custom Homes Ltd.)
- By-law 2041-2017 Being a By-law to confirm the proceedings of Council.

.Carried

18. Other Business

Township Staff Appreciation Night is Thursday December 23rd, 2017 at 6:00 p.m.

19. Adjournment and Next Meeting

RESOLUTION #19

Moved by – Councillor Cowan
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 5:16 p.m.;

Be it hereby resolved that Council does now adjourn to meet again on Wednesday, December 6, 2017 at 4:00 p.m. in Council Chambers.

.Carried

_____
Marion Wearn, Mayor
Township of Blandford-Blenheim

_____
Rodger Mordue CAO / Clerk
Township of Blandford-Blenheim

Blandford-Blenheim Township Police Services Board

47 Wilmot Street South, P. O. Box 100, Drumbo, Ontario N0J 1G0
519-463-5347 or 1-800-410-6882
Secretary: Cretia Brittain 519-458-4865 e-mail @

Township Office
Drumbo, Ontario
Wednesday, June 07, 2017

PSB MEETING MINUTES

The Police Services Board Meeting was called to order at 12:59pm by Karen Bartlett.
Present: Karen Bartlett, Marion Wearn, Rodger Mordue, Inspector Tony Hymers, and Cretia Brittain.

Regrets: Bev Beaton

Declaration of Pecuniary Interests: None

Agenda: Moved by Karen and seconded by Marion that the PSB Agenda for June 7th be approved. Carried.

Minutes: Moved by Karen and seconded by Marion that the PSB Minutes for March 22nd, be approved. Carried.

Business Arising from the Minutes:

1.

Presentation: None

Correspondence:

1.

Detachment Commanders Report: Inspector Tony Hymers (March, April)

1. Calls For Service/Hours – There were 95 and 72 calls in March and April with a 90.3% and 88.2% clearance rate.
2. Crime Statistics/Tickets Written – There were 0 assaults, 4 mischief's, 0 break & enters, 2 theft, 2 frauds and 75 tickets written in March. 0 assaults, 0 mischief's, 0 break & enter, 4 thefts and 94 tickets written in April
3. Foot Patrol – There were 5 and 9.25 hours in March and April.

4. Auxiliary Police Hours - 41 and 55.5 hours in March and April. Recruiting drive is on now.

5. CDAT – 2 occurrence, 0 Charges, $0 drugs seized, $0 cash seized and 0 weapons seized in March. NA occurrence, 0 Charges, $0 drugs seized,$0 cash seized and 0 weapons seized in April.

6. Crime Stoppers – 18/4 and 22/8 tips via crime stoppers in March and April.

7. Public Complaints – none

8. Secondary Employment – remains the same

9. CAD – NA

10. Focus Patrol – In spring patrol focused on transportation. 8 hours of patrol in BB and 1 over load ticket issued during focus patrol.

11. Community Contact Cards – Tony will go ahead and order 500 for our township.

12. Staff Sergeants – Greg Dafoe(operational) and Jen Ornsby(support manager) are the new hiring.

13. Star Chase – 3 vehicles are currently being tested with these devices. It deploys a GPS mechanism onto vehicles so pursuits can be avoided and vehicles be located later.

Other Business:

1. May 9th Panel Discussion – Opiod/Phyntenal issue is very serious in Canada. OPP presented information to first responders, PSB and public. The presentation will be brought to locations throughout Oxford. Officers will receive training and Naloxine.
2. Police Week – Promoted at the provincial level.
3. Ride Grant – Signed and submitted. Just waiting on response.
4. Speed Zone Changes – Changed in Drumbo and Washington. Washington feels it has been helpful.
5. Zone 4 Meeting – September 12th next meeting in Brantford.
6. ATV – The ATV officers have been out on a regular basis. They were in the area over May long weekend. Encourage public to report ATV incidents as soon as possible.

In Camera: None

Next Meeting – Wednesday, September 27th at 1pm.

Meeting was adjourned by Karen, seconded by Marion at 1:41pm.

Submitted by: Cretia Brittain

Blandford-Blenheim Township Police Services Board

47 Wilmot Street South, P. O. Box 100, Drumbo, Ontario N0J 1G0
519-463-5347 or 1-800-410-6882
Secretary: Cretia Brittain 519-458-4865 e-mail @

Township Office
Drumbo, Ontario
Wednesday, September 27, 2017

PSB DISCUSSION

The Police Services Board Meeting was called to order at 12:59pm by Karen Bartlett.
Present: Karen Bartlett, Rodger Mordue, Staff Sergeant Jennifer Ormsby, and Cretia Brittain.

Regrets: Inspector Tony Hymers, Bev Beaton, Marion Wearn

Quorum not met an official meeting was not held.

Business Arising from the Minutes:

1. Community Contact Cards – Have been received and are being distributed.

Presentation: None

Correspondence:

1.

Detachment Commanders Report: Staff Sergeant Jennifer Ormsby (May, June, July, August)

1. Calls For Service/Hours – There were 113, 93, 116 and 72 calls in May, June, July and August with a 95.7%, 85.9%, 93% and 93% clearance rate.

2. Crime Statistics/Tickets Written – There were 3 assaults, 6 mischief's, 0 break & enters, 8 theft, 1 frauds and 90 tickets written in May. 0 assaults, 0 mischief's, 0 break & enter, 4 theft, 1 frauds and 94 tickets written in June. 0 assaults, 4 mischief's, 0 break & enter, 10 thefts, 4 frauds and 64 tickets written in July and 0 assaults, 2 mischief's, 2 break & enter, 5 thefts, 1 fraud and 59 tickets written in August.

3. Foot Patrol – There were 4.5, 5, 2.75 and 2.25 hours in May, June, July and August.

4. Auxiliary Police Hours - 60.75, 33, 39.5 and 37 hours in May, June, July and August.

5. CDAT – NA
6. Crime Stoppers – 29/10, 28/12 30/14 and 3/7 total/OPP tips via crime stoppers in May, June, July and August.
7. Public Complaints – none
8. Secondary Employment – remains the same
9. CAD – NA

Other Business:

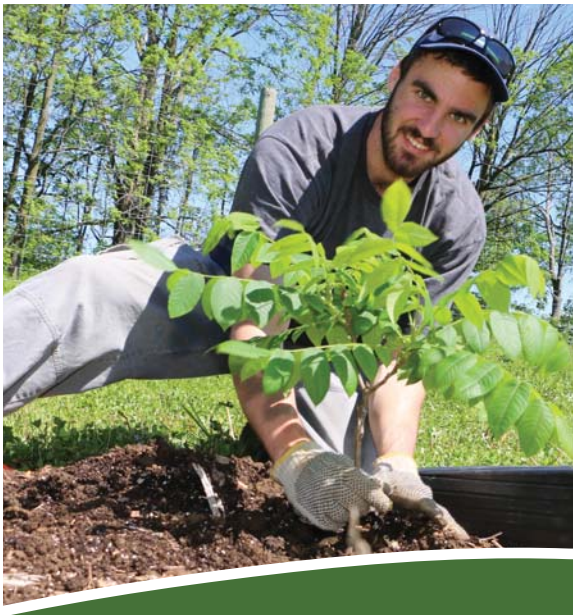
Constable Amy Hesch is now the Detachment Analyst.

Management is trying to look for efficiency. They want to make sure that rural areas are covered, especially at shift changes. Now officers will report to the Ingersoll office before coming out to smaller areas.

In Camera: None

Next Meeting – Wednesday, November 22nd at 1pm.

Submitted by: Cretia Brittain



2018 DRAFT BUDGET

UPPER THAMES RIVER CONSERVATION AUTHORITY

November 2017

UPPER THAMES RIVER
CONSERVATION AUTHORITY

Inspiring a healthy environment

1424 Clarke Road, London, ON N5V 5B9
519-451-2800
infoline@thamesriver.on.ca
www.thamesriver.on.ca

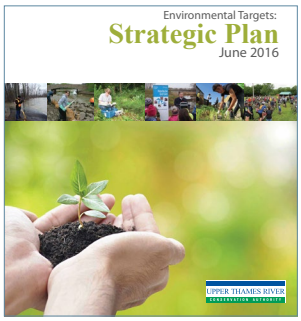
2018 UTRCA Draft Budget

November 2017

The Upper Thames River Conservation Authority (UTRCA) 2018 Draft Budget is forecast at $19,805,198. This total is split between operating expenses ($13,894,500) and capital ($5,910,698). Key influences on the 2018 Budget include:

1. Continued Implementation of the UTRCA's Environmental Targets Strategic Plan

The Board of Directors approved a new Environmental Targets Strategic Plan in June 2016. The Plan proposes the most significant programming change in the UTRCA's nearly 70 year history and is designed to ensure measurable improvements in watershed health by setting Watershed Targets.



These Targets are designed to advance achievement of the UTRCA's Ends:

1. Protecting people and their property from flooding and erosion,
2. Protecting and improving water quality,
3. Managing and expanding natural areas, and
4. Providing outdoor recreation/education opportunities.

Monitoring data has clearly shown that progress in achieving these Ends has plateaued during the past 20 years. That is not to suggest current conservation efforts have been ineffective. In fact, maintaining these measures as status quo, in light of increasing stressors such as development, population growth, climate change and invasive species, is a form of success. However, the UTRCA has a responsibility to do more than simply "maintain." The Environmental Targets represent an organizational commitment to achieve measurable improvements in our watershed's health. This, in turn, supports economic development, human health, and makes the watershed more attractive and resilient. The Environmental Targets are aggressive but realistic. The UTRCA has the tools, experience, expertise and relationships to achieve these Targets. Funding needed to support this work is also significant; however, given partner support and a phased approach to implementation, the plan proposed is practical and achievable.

For 2018, a total of $270,716 in new levy funding has been included for this second year of the proposed four year funding phase-in. This new revenue is needed to support continued flood control modelling updates as well as investment in enhanced water quality improvement efforts. Note that new funding from senior levels of government as well as user fees are anticipated to help support the plan's implementation.

2. Proposed Minimum Wage Legislation & Wage Adjustment

Bill 148 proposes new minimum wage legislation for Ontario with an implementation date of January 2018. The UTRCA's Draft Budget includes the minimum wage impact of this legislation. It is noted that this legislation has a domino effect on labour costs as the new minimum wage rate of pay also increases higher wage ranges within the UTRCA's salary grid to ensure no overlap. All told, Bill 148 will require an additional $389,000 in wages for 2018.

An inflationary increase of 1.9% (April 2016 - April 2017 CPI for Ontario) is also being applied to the salary grid.

3. Finance System Modernization

The UTRCA continues to revise its internal systems to improve budgeting accuracy. More comprehensive planning on the part of management, a clear separation of operating and capital expenditures and realistic projections of capital costs have led to much more precise budgeting. Comparisons of the 2018 Draft Budget with past years suggests rapid organizational growth and, while there has certainly been an element of growth, better and more accurate budgeting accounts for a significant portion of what appears to be an increased total budget. As the new system becomes normalized, more accurate comparisons, projections and reporting will become the norm.

Further details including program descriptions, expenditures and revenues are enclosed. This draft budget is being circulated to all member municipalities for comment and a final budget will be considered for approval by the Board of Directors at their February 2018 Annual General Meeting.

2018 Draft Budget

- 1 -

Flood & Erosion Hazard Protection

Program Examples

- Operation and maintenance of dams and dykes
- Floodplain and hazard regulations
- Flood forecasting and warning
- Plan review
- River Safety education program
- Fanshawe Dam education program

Flood / Water & Erosion Control

(Water & Information Management Unit budget)

What we do:

- Reduce the risk of property damage and loss of lives due to flooding by providing flood forecasting, control and warning programs
- Operate and maintain water control structures to control flood flows and augment stream flow during dry periods
- Operate and maintain recreational water control structures on behalf of municipalities

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Examples:

- Providing and maintaining flood situation emergency plans and a flood warning system
- Continually monitoring stream flow, reservoirs and watershed conditions, and forecasting floods
- Collecting and maintaining flood damage information and historical flooding data
- Maintaining and expanding stream gauge network in order to improve stream flow, climatic and water quality monitoring
- Improving and calibrating flood forecasting models
- Coordinating, maintaining, and improving stream flow through flow augmentation reservoirs
- Coordinating the upper Thames River watershed's Low Water Response Team, which is planning for drought response to meet the needs of watershed residents and business, while protecting natural systems and human health
- Operating, inspecting, and maintaining flood control dams, dyke systems and channels, and erosion control structures, constructed in partnership with municipalities
- Operating, inspecting, and maintaining medium sized municipal recreation dams and Conservation Area dams
- Undertaking major maintenance projects on water and erosion control structures, such as initiating major maintenance on dykes, and assessing municipal erosion control works
- Undertaking dam safety studies, and improving public safety around dams
- Updating operation and maintenance manuals
- Securing capital maintenance funding for water and erosion control infrastructure
- Providing technical expertise to identify natural hazards (such as floodplains and steep slopes) with the goal of protecting people and property from these natural hazards
- Providing, interpreting and maintaining floodplain mapping
- Updating hazard modelling and mapping in support of Environmental Planning & Regulations unit
- Securing senior government funding support for flood hazard mitigation

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Why:

- Reduce property damage, injury and loss of life
- Comply with legislative requirements and guidelines at the local level
- Maintain public investment in infrastructure to prevent catastrophic loss
- Improve water quality and stream flow
- Key component of a comprehensive floodplain management program
- Provide park land and recreational opportunities

Who benefits/ participates:

- Municipalities
- Watershed residents and businesses potentially affected by flooding or drought
- Conservation area users
- Province (through reduced flood damages)

Environmental Planning & Regulations

(Environmental Planning & Regulations Unit budget)

What we do:

- Conservation Authorities have delegated responsibilities to represent provincial interests regarding natural hazards encompassed by Section 3.1 of the Provincial Policy Statement, 2014 (MMAH, 2014). These delegated responsibilities require CAs to review and provide comments on policy documents (Official Plans and comprehensive zoning by-laws) and applications submitted pursuant to the Planning Act as part of the Provincial One-Window Plan Review Service.
- Perform a planning advisory role to municipalities which may include, but is not limited to, matters related to the assessment or analysis of environmental impacts associated with activities near or in the vicinity of sensitive natural features such as wetlands, river and stream valleys, fish habitat or significant woodlands; hydrogeology and stormwater studies
- Provide technical peer review services
- Administer the Conservation Authorities Act approval process
- Provide inquiry services (legal, real estate, general information)
- Provide municipalities with access to policy and technical experts in various disciplines including hydrology, hydrogeology, ecology and fisheries, bioengineering, stream morphology and land use planning

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Examples:

- Providing comments to assist municipalities with processing Official Plan and Zoning By-Law Amendments, severances, variances and plans of subdivision
- Answering questions from the public on the environmental aspects of land use planning
- Responding to property inquiries (legal, real estate, and general information)
- Coordinating subwatershed plan implementation recommendations for area municipalities, including organizing public involvement, updating state of the watershed information, and reporting to stakeholders
- Providing resource mapping as well as technical reviews and clearances
- Administering approvals and investigating violations related to regulations made pursuant to the Conservation Authorities Act
- Screening and commenting on mitigation related to projects requiring Federal Fisheries Act review or approval
- Liaising between municipalities and other government agencies

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Why:

- Reduce the risk to life and property from natural hazards such as flooding and unstable slopes
- Promote the maintenance and enhancement of natural heritage areas such as woodlands, wetlands and threatened species
- Protect and promote the wise use of groundwater resources
- Complement other UTRCA mission centres such as Water & Information Management, Watershed Planning, Research & Monitoring, and Conservation Services
- Comply with legislative requirements

Who benefits/ participates:

- Municipal decision makers (planning committee, committee of adjustment and council)
- General public
- Ratepayers associations and other special interest groups
- Landowners, developers, private planning and engineering consultants, lawyers, real estate agents
- Municipal planners, building officials, engineers, parks and recreation services staff
- Provincial ministries, Ontario Municipal Board, Mining and Lands Commissioner
- Academic community

- 2 -

Water Quality Protection & Improvement

Program Examples

- Clean Water Program
- Drinking Water Source Protection Planning
- Provincial Water Quality Monitoring Network
- Provincial Groundwater Monitoring Network
- Benthic monitoring program
- Thames River Clear Water Revival
- Watershed Report Cards
- Watershed Report Card education program
- Developing and implementing community-based watershed strategies
- Environmental education programs for 20,000 students annually at Fanshawe and Wildwood Conservation Areas
- Children's Water Festival

Environmental Monitoring

(Watershed Planning, Research & Monitoring Unit budget)

What we do:

- Provide watershed scale environmental monitoring to understand current health and emerging trends, as a basis for setting environmental management priorities and tracking progress on environmental targets

Examples:

- Working in partnership with the Ontario Ministry of the Environment & Climate Change (MOECC) and municipal Health Units to collect and analyze surface water samples at 24 sites as part of the Provincial Water Quality Monitoring Network (PWQMN)
- Working in partnership with the MOECC to collect and analyze groundwater samples at 24 sites as part of the Provincial Groundwater Monitoring Information System
- Working in partnership with member municipalities undertake detailed local water quality studies to better understand local water quality issues identified in Watershed Report Cards
- Compiling water quality and aquatic community health data in a comprehensive and standardized time series database that is integrated with water quantity, web enabled and available to watershed partners
- Monitoring aquatic community health including benthic invertebrates at approximately 100 sites annually and fisheries as an indicator of environmental health
- Monitoring aquatic species at risk, including fish, reptiles and freshwater mussels, to identify priority areas for implementation of best management practices and stewardship aimed at improving habitat
- Continuing a monitoring program in Wildwood, Pittock and Fanshawe Reservoirs for parameters such as dissolved oxygen, to ensure operations of the structures do not negatively impact water quality
- Development of UTRCA Watershed Report Cards to summarize and report all monitoring data and trends

Why:

- Changes in environmental health must be monitored and understood to help guide the conservation authority, municipalities, government agencies and community groups in implementing restoration and rededication programs
- Monitoring can detect problems before serious damage occurs and result in considerable cost saving and improved environmental health in the watershed

Who benefits/ participates:

- Watershed residents
- Municipalities
- Agencies
- Schools, universities

Watershed Planning

(Watershed Planning, Research & Monitoring Unit budget)

What we do:

- Develop and maintain watershed, subwatershed and property specific management plans in cooperation with government agencies, municipalities and community groups

Examples:

- Supporting the development of natural heritage targets for the watershed and participating in property assessment and acquisition projects in partnership with other UTRCA units in order to characterize, protect and rehabilitate natural features and systems
- Participating in the ongoing development of recovery strategies and implementation plans for aquatic and terrestrial species at risk
- Developing and maintaining Geographic Information System (GIS) databases, performing spatial analysis and producing mapping and GIS tools to support watershed planning initiatives, assist in property management and support regulatory activities
- Developing and maintaining Internet-based GIS mapping tools to support UTRCA staff
- Developing land management plans for UTRCA properties, such as the Lowthian Flats and Fullaraton area lands, in partnership with the Conservation Areas and Lands & Facilities units
- Presenting findings on environmental conditions in the watershed's 28 subwatersheds through watershed report cards
- Providing technical support and review for applications related to planning advisory services for the Environmental Planning & Regulations unit
- Facilitating the development of an updated Water Management Plan for the Thames River watershed that serves to refine water management objectives, in collaboration with a broad group of stakeholders
- Participate in senior government working groups related to development of a Domestic Action Plan to reduce phosphorus loads to Lake Erie

Why:

- Solving environmental problems and implementing plans to improve watershed health requires a broad geographic perspective and knowledge of current resources, research and implementation practices
- Private landowners ultimately manage the majority of lands and, therefore, need to help determine the future of these properties; we provide the forum for the community to work collectively toward a common vision for the watershed

Who benefits/ participates:

- Watershed residents
- Community groups
- Municipalities
- Agencies

Research

(Watershed Planning, Research & Monitoring Unit budget)

What we do:

- Implement research studies to fill resource information gaps and develop innovative methods of protecting and enhancing watershed resources

Examples:

- Developing an assessment of water quality in the Thames River watershed based on analysis of existing data, modeling and long term trends
- Studying threatened and endangered wildlife species and their habitat requirements (such as the spiny softshell turtle, queen snake, black redhorse fish and freshwater mussels) that are indicators of watershed health
- Participating in multi-agency research projects, such as Conservation Ontario's Provincial Information Technology Forum, Conservation Authorities Aquatics Group, Lake St. Clair Management Plan and Lake Erie Lakewide Action & Management Plan
- Providing technical lead in the development of natural heritage studies and models for determining natural heritage system significance (such as the Oxford and Perth County Natural Heritage Studies)

Why:

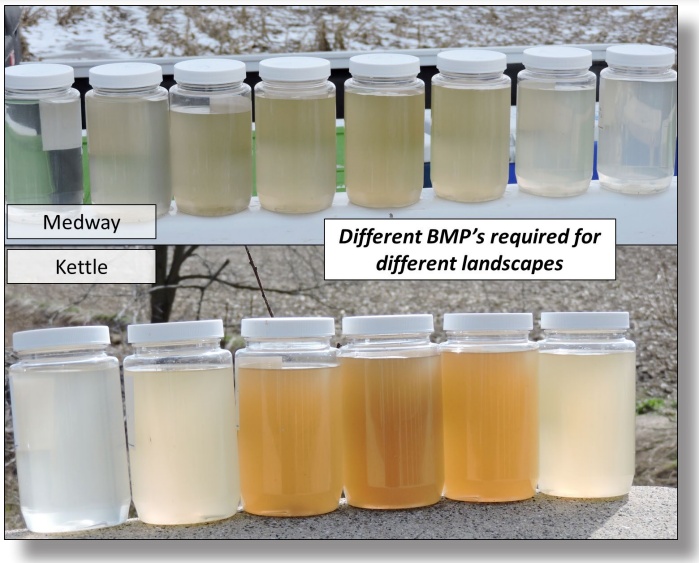
- New information and solutions are required for existing environmental problems to ensure we can live in healthy communities
- Provide clean water for community use and for the enjoyment of future generations
- Decrease the health risk to humans and animals
- Improve habitat for fish and wildlife

Who benefits/ participates:

- Private landowners, the local community and municipal partners
- Industry gains new technology and products
- Individuals and agencies share new ideas and expertise
- Landowners, community groups and municipalities benefit from funding that they could not access on their own

Soil Conservation

(Soil Conservation Unit budget)



What we do:

- Address soil and water quality concerns by providing comprehensive in-field and in-stream conservation planning services

Examples:

- Working under the auspices of the Ontario Soil & Crop Improvement Association to deliver the Priority Subwatershed Project within the Upper Medway Creek and North Kettle Creek watersheds
- Managing demonstration and research efforts, including: controlled drainage, phosphorus removal from streams through naturalization, engineered vegetated filter strips, biofilters, and surface inlet effectiveness, with the Ontario Ministries of Agriculture, Food and Rural Affairs (OMAFRA), Environment and Climate Change (MOECC), Agriculture and Agri-Food Canada, and the Universities of Guelph, Waterloo and Windsor
- Helping to create and deliver the Great Lakes Agricultural Stewardship Initiative outreach program along with the Ontario Soil & Crop Improvement Association
- Working with landowners to carry out the Thames River Ecosystem Stewardship Initiative in the Fish Creek watershed, to protect endangered mussels and restore their habitat
- Continuing with monitoring of several demonstration projects implemented through the MOECC's Showcasing Water Innovation program, including on-farm stormwater management, the use of slag filters for phosphorus removal in barnyard and silage leachate runoff, wetland restoration, and sub irrigation/ drainage projects
- Working with local communities and agency funders to improve the overall watershed health of the Avon River, as well as Cedar, Halls and Stoney Creeks
- Focusing efforts to restore natural stream flow and structure in Medway Creek in order to improve the stream's aquatic health
- Initiating a Dingman Creek Stewardship Project
- Working with the community to implement a Low Impact Development (LID) program across the watershed
- Working with OMAFRA on the Soil Health Project to determine the state of agricultural soils in Ontario and demonstrate methods for improvement
- Implementing practical, cost-effective alternatives for landowners and other agency staff with water quality concerns, such as bioengineering to control streambank erosion and slope instability, natural channel design in disturbed watercourses and drainage systems, and constructed wetlands to treat industrial, septic and agricultural wastewater

Why:

- Reduce watercourse pollution and maintenance costs by keeping soil on the land
- Stabilize streams experiencing pressure from surrounding land uses
- Improve water quality and habitat for fish and wildlife
- Reestablish natural aquatic linkages
- Protect topsoil for agriculture

Who benefits/ participates:

- Groups and individuals in the participating communities
- Private landowners and the local community can sustain crop yields, avoid costly drain maintenance and keep local water resources clean
- Local contractors carry out much of the work
- Industry gains new technology and products
- Agencies and individuals share new ideas and expertise

Clean Water Program

(Soil Conservation Unit budget)

What we do:

- Provide technical assistance and financial incentives to rural landowners for implementing measures that improve surface water and groundwater quality and contribute to sustainable agriculture operations. CWP is funded by the Counties of Oxford, Middlesex and Perth, the Town of St. Marys and the Cities of Stratford and London. Additional funding is provided by Environment & Climate Change Canada's Habitat Stewardship Program. The program is delivered by the Ausable Bayfield, Catfish Creek, Grand River, Kettle Creek, Long Point Region, Maitland Valley, St. Clair Region, and Upper Thames River Conservation Authorities.
- Provide technical delivery of Agriculture & Agri-Food Canada's Greencover Program
- Deliver the Ontario Drinking Water Stewardship Program to eligible landowners throughout the Thames-Sydenham and Region Source Protection Region

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Examples:

- Eligible projects include the following:
  - milkhouse washwater disposal
  - clean water diversion
  - livestock access restriction to watercourses
  - nutrient management plans
  - wellhead protection
  - decommissioning unused wells
  - fertilizer, chemical and fuel storage or handling
  - septic systems
  - erosion control structures
  - fragile land retirement
  - woodlot and wetland enhancement

Why:

- To address locally identified priority water quality impairment issues
- To maintain working relationships between various municipalities, local farm groups, government agencies and interested groups or associations that have a direct stake in the issue of agriculture, water quality and future health of our watersheds
- To protect municipal drinking water sources

Who benefits/ participates:

- Landowners within the Counties of Oxford, Perth and Middlesex, the Cities of Stratford and London and the Town of St. Marys
- Municipalities, by joining together, enjoy environmental programs and services that would otherwise be too costly for individual municipalities
- Everyone benefits from improved environmental health

Source Water Protection
(Environmental Planning & Regulations Unit budget)

What we do:
- Work with our partners to develop and implement a Source Protection Plan that will:
  - protect human health, and
  - protect present and future municipal drinking water sources (quality and quantity)
- The Upper Thames River, Lower Thames Valley, and St. Clair Region Conservation Authorities are working together in a partnership with the Province and our member municipalities
- The UTRCA, as the lead CA, is responsible for the overall project administration

Examples:
- Provide risk management services to regulate identified risks to drinking water sources
- Support municipalities in the implementation of the Source Protection Plan
- Provide education and outreach related to the Source Protection Plan
- Monitor and report on implementation progress
- Support the Source Protection Committee
- Ensure transparent, multi-stakeholder involvement
- Provide technical information and resources
- Integrate drinking water source protection into other program areas
- Update technical information in Assessment Reports
- Develop a water budget
- Manage and maintain data

Why:
- The Walkerton Inquiry recommended a multi-barrier approach to protecting drinking water, with drinking water source protection as the first barrier
- Protecting our surface water and groundwater from becoming contaminated or overused will ensure that we have a sufficient supply of clean, safe drinking water now and for the future
- Clean and sustainable drinking water sources are critical to healthy and economically sustainable communities
- Protecting drinking water sources is more cost-effective than remediating water quantity and/or quality, if remediation is even possible
- Required by the Clean Water Act

Who benefits/ participates:
- Province
- Conservation authorities
- Municipalities
- Stakeholders
- Water users

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Natural Areas Protection & Expansion

Program Examples

- Private land tree planting
- Communities for Nature program
- Tree Power program
- Various management plans (Ellice, Sifton)
- Watershed Report Cards
- Property management
- Wetlands education program
- Developing and implementing community-based watershed strategies
- Creating value for the UTRCA and the environment by linking the Authority and its information with the watershed residents and their ability to take action

Forestry

(Soil Conservation Unit budget)

What we do:

- Offer a range of tree planting and woodlot management services to improve the health of the local environment and provide a learning experience

Examples:

- Providing a wide range of forestry services including tree planting plans (including technical assistance, planting or supplying appropriate stock, and maintenance assistance), woodlot management, non-native vegetation control (with the EZJect system and other herbicide and manual methods), and planning and auditing for the Managed Forest Tax Incentive Program
- Initiating inventories and management plans for UTRCA-owned plantations and other wooded areas
- Carrying out controlled burns to sustain Communities for Nature native grass and wildflower plantings, with the UTRCA's Environmentally Significant Areas team
- Planning and implementing naturalization projects through the Communities for Nature program, which gives 4,000 people each year a hands-on educational experience enhancing their local environment, through community forestry, wildflower and aquatic planting, and provides local businesses with an opportunity to provide lands and/or financial support
- Coordinating the George Furtney, Woodstock, Zorra, Thames Centre, and St. Marys Area Memorial Forests, to improve the local environment while commemorating people or events
- Partnering with the Canadian Forestry Service on Emerald Ash Borer (EAB) parasitoid research for control of EAB
- Partnering with the Forest Gene Conservation Association to establish a Southwest Ontario Butternut Tree Archive site at Pittock Conservation Area, to help preserve the genetics of this endangered species
- Providing tree marking and woodlot management advice for private landowners
- Providing technical assistance to the London airport tree trimming project

Why:

- Improve crop yields and water quality by reducing soil erosion
- Provide habitat for wildlife
- Improve air quality
- Shade and protect buildings, reducing heating and cooling costs
- Reduce snow drifting and snow removal costs
- Provide timber products
- Provide recreational opportunities and aesthetics

Who participates/ benefits:

- Farmers and rural landowners
- Students, non-profit groups, service clubs and community associations
- General public
- Municipalities
- Private tree nurseries
- Funeral homes
- Corporations/ businesses

Lands & Facilities

(Lands & Facilities Unit budget)

What we do:

- Work in partnership with the community to ensure the long-term protection of natural areas, such as woodlands and wetlands, and provide a variety of recreational opportunities on UTRCA-owned/ managed lands
- Lease structures and properties to clubs and community groups, individuals and municipalities for activities that complement the UTRCA's programs and services

Examples:

- Providing passive day-use recreational opportunities on 1900 hectares of rural properties, including woodlands, wetlands, agreement forests and 7 rural conservation areas
- Initiating asset management plan as per the UTRCA Strategic Plan
- Initiating or assisting with capital development projects
- Managing UTRCA fleet vehicles and equipment system
- Working with the local community to implement the Ellice and Gads Hill Swamps Management Strategy
- Performing comprehensive risk management and safety inspections on UTRCA-owned properties
- Assessing hunting opportunities on UTRCA-owned properties and, where appropriate, implementing a controlled hunting program
- Responding to infringement and encroachment related issues on UTRCA-owned properties
- Leasing 24 UTRCA-owned agricultural properties totalling approximately 475 hectares
- Leasing 5 residential homes and managing/maintaining 7 storage buildings located throughout the watershed
- Maintaining lease agreements with 7 community-based groups for the management and maintenance of our rural conservation areas
- Maintaining lease agreements with more than 20 clubs for recreational opportunities within Fanshawe, Wildwood and Pittock Conservation Areas
- Maintaining lease agreements for 80 cottages at two locations
- Maintaining leases with groups and individuals for a variety of activities at properties throughout the watershed

Why:

- Natural areas are highly valued by the community
- Wetlands provide storage for flood waters, help reduce the impacts of drought, and improve water quality by trapping sediments and storing nutrients
- Natural areas provide habitat to a variety of plants and animals
- We provide safe access to UTRCA owned/managed lands for permitted activities
- When acquiring lands for the development of the reservoirs, the UTRCA was obliged to purchase entire holdings (farms); some of these lands are not needed to support the flood management and recreational programs of the UTRCA and have been made available to the community

Who benefits/ participates:

- Local communities enjoy access to day-use opportunities in nearby parks and natural areas
- Local economies benefit from tourism
- Tenants, club members, cottagers, outdoor enthusiasts

Environmentally Significant Areas

(Lands & Facilities Unit budget)

What we do:

- As of January 2017, the UTRCA is in an agreement with the City of London to manage nine Environmentally Significant Areas (ESAs): the Coves, Kains Woods, Kilally Meadows, Lower Dingman, Meadowlily Woods, Medway Valley, Sifton Bog, Warbler Woods, and Westminster Ponds/Pond Mills Conservation Area
- Our management goals are to protect the ESAs, encourage partnership and education, ensure public safety, and promote and enforce proper use

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Examples:

- Working with the local community to implement ESA Conservation Master Plans, in partnership with the City of London
- Implementing site planning and trail design, and installing signs and trail markers
- Maintaining and constructing bridges, boardwalks, staircases, railings, barricades and other trail structures
- Working with the City of London to develop and implement an encroachment management strategy
- Implementing management strategies for wildlife (e.g. coyote, beaver, Species at Risk) in partnership with agencies, the City of London and stakeholders
- Undertaking tree risk assessment and hazard tree mitigation on ESA trails and boundaries
- Restricting unofficial access points by installing barricades to protect sensitive vegetation
- Enforcing rules to protect vegetation, wildlife and people under the Provincial Offences Act and the City of London's Parks & Recreation By-law
- Working with local interest groups and schools to build valuable partnerships and provide education
- Implementing invasive species management programs, including inventory, removal and monitoring, using the most current Best Management Practices
- Developing and implementing restoration projects including tree, shrub and wildflower planting, bioengineering and erosion control
- Providing co-op students, volunteers and summer students with placement opportunities where they enhance their skills and knowledge and make career decisions to work in the environmental/ conservation field

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Why:

- ESAs provide excellent examples of a variety of natural habitats, including upland forests, wetlands, meadows, ponds and river corridors
- ESAs are highly valued by the community, enhance quality of life and provide educational opportunities for students and the public

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Who benefits/ participates:

- All City of London and area residents and visitors

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Provide Outdoor Recreation & Education Opportunities

Program Examples

- Camping
- Day use, hiking, biking
- Boating, fishing, hunting
- Pavilion rentals, special events
- Cottages
- Environmental education programs for 20,000 students annually at Fanshawe & Wildwood Conservation Areas

Conservation Areas

(Conservation Areas Unit budget)

What we do:

- Provide a variety of recreational and educational opportunities and facilities on 3200 hectares of conservation lands at Fanshawe, Wildwood and Pittock Conservation Areas

Examples:

- Over 1300 seasonal and nightly camping sites, including new back country camp sites
- Over 50 km of trail systems for biking, hiking and nature watching
- Water-based recreational opportunities including rental equipment
- Variety of special events and programs in partnership with local organizations for all ages to enjoy, including:
  - bike workshops and races
  - dragon boat festivals
  - cross country run events
  - reptile shows
  - campfire programs
  - trail days
- Day use opportunities including picnic areas, pavilion rentals, disc golf, geocaching, sand volleyball, yoga classes
- Cottage program
- Hunting program
- Assisting other UTRCA units with a range of activities and programs, including:
  - flood control operations and snow course readings
  - risk management for community education program areas
  - grounds maintenance of the Watershed Conservation Centre
  - tree storage and pick up locations for tree planting programs
  - Memorial Forests and dedication services
- Ensuring compliance with applicable legislations and associations with conservation area lands including but not limited to the Conservation Authorities Act, Safe Drinking Water Act, Electrical Safety Authority, Swimming Pool Safety Act and Occupational Health and Safety Act
- Setting annual goals and implementing strategies to continue to improve the current services and investigate opportunities for new ones

Why:

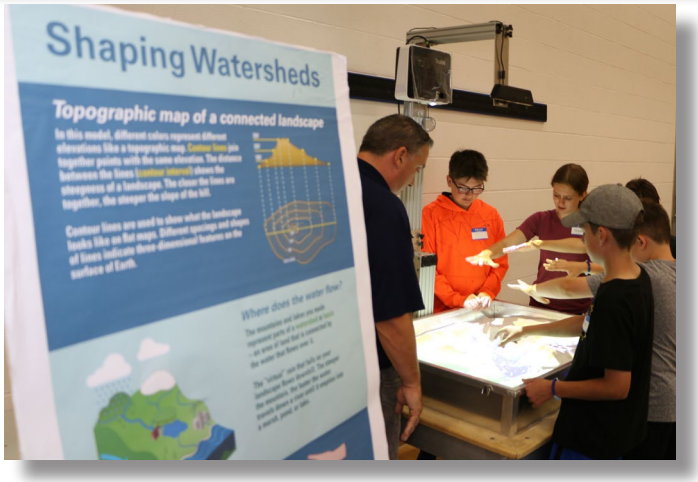
- Lands that were acquired for the development of flood control reservoirs also serve as multi-purpose recreational facilities
- Create value for the environment by providing outdoor recreational opportunities
- Provide safe access to UTRCA-owned lands and permitted activities

Who benefits/ participates:

- 500,000 people visit Fanshawe, Pittock and Wildwood CAs annually, mostly from local communities
- 22 non-profit organizations are based on UTRCA properties
- Local economies benefit from tourism
- Local communities enjoy access to day use opportunities in nearby parks
- Visitors can step into nature without traveling far
- Opportunity to work in partnership with local businesses and agencies to promote an outdoor experience

Community Partnerships

(Community Partnerships Unit budget)



What we do:

- Motivate watershed residents to adopt stewardship (behaviours that protect and restore the environment) by facilitating access to environmental and conservation information, and involvement in stewardship activities

Examples:

- Coordinating community involvement in planning and implementing environmental restoration and information sharing and education projects in the Trout, Medway, South Thames, Stoney and Forks watersheds and the Dorchester Mill Pond
- Developing a "Focus on Flooding" awareness and education program to help communities recognize flood prone areas and minimize their risk
- Developing a marketing and communications strategy to influence behaviours to reduce nutrient (phosphorus) loadings to the Thames River
- Continuing to assist communities in learning about and implementing Low Impact Development (LID) for stormwater projects, including the Stream of Dreams (Fish on Fences) community art program
- Working with corporate partners to naturalize industrial properties (GM Canada - Ingersoll, Toyota - Woodstock)
- Facilitating involvement of the community, industry and corporations in environmental clean up events
- Assisting, as a member of the Oxford County Trails Council, with development and promotion of trails throughout Oxford County, and protection and enhancement of natural heritage within trail corridors
- Providing environmental education programs and hands-on resource management opportunities in local natural areas and in class, to students and community groups (e.g., stream health monitoring, stream rehabilitation, Watershed Report Card and Wetlands Education programs)
- Continuing GREEN education program partnership with GM Canada to foster environmental youth leadership
- Developing educational opportunities, such as Mini Water Festivals and student conferences, for students to understand and appreciate the relationship between actions in the watershed and the health of the Great Lakes
- Creating opportunities for Specialist High Skills Major students to obtain environmental and leadership accreditations
- Partnering with TD Friends of the Environment Foundation and Ontario Power Generation to deliver the Watershed Report Card education program and the Sifton Bog Wetland education program
- Introducing student use of and accreditation for new environmental technologies (GPS)
- Working on a feasibility study with Reforest London, the City of London and the Thames Valley District School Board, to explore the idea of a Green Legacy project in the London area
- Coordinating the 2018 Oxford Children's Water Festival

Why:

- Create value for a healthy environment by providing opportunities to experience and learn about conservation
- Accrue future benefits for the environment from citizens with an environmental stewardship ethic
- Provide hands-on learning opportunities to help the environment
- Empower people to take action in their local community
- Help people make informed environmental decisions

Who benefits/ participates:

- 20,000 students from regional boards of education visit our two outdoor education centres each year
- Landowners, community groups and municipalities benefit from funding that they could not otherwise access
- Watershed residents participate in restoration projects in their local communities
- Municipalities benefit by having an involved and informed constituency

Corporate & Support Services
(Service Cost Centre budget)

What we do:
- Support the Conservation Authority's staff, members of the Board of Directors, and programs

Examples:
- Corporate and strategic planning, governance policy development, and implementation
- Financial control support including development of procedures, systems integration and efficiency projects
- Continue efforts to develop the General Ledger to accomodate funder reporting demands
- Adopting new accountings standards
- Developing the treasury function
- Implementing an acquisition policy and automated system
- Human resources administration, benefits administration
- Payroll and health and safety initiatives
- Engaging communities of interest through interactive social media channels
- Assessing community needs and opportunities through communications and marketing
- Administrative, clerical, systems, communications and graphic design support
- Providing information products including printed materials, GIS mapping and Geoportal, and websites to watershed residents, the Board of Directors and staff
- Professional development opportunities
- Coordinating community volunteers

Why:
- Ensure programs are consistent with watershed resources, management needs, community values, and political and financial realities
- Ensure accountability to the community, partners, and municipal and senior government
- Inform staff, members, stakeholders and the public of the UTRCA's programs and policies
- Provide programs that are cost-effective
- Maintain competent, highly trained, safe and motivated staff to implement the UTRCA's programs
- Maintain efficient systems and equipment to support the organization

Who benefits/ participates:
- Municipalities benefit from targeted programs tailored to their specific environmental needs and economic realities
- Taxpayers receive the most value for their dollars
- UTRCA staff and members
- Community volunteers such as students

Who pays:
- All Corporate & Support Services costs are allocated among the programs of the UTRCA

2018 UTRCA Draft Budget: Summary

November 2017

	Water & Information Management		Environmental Planning & Regulations		Watershed Planning & Research		Conservation Services		Lands & Facilities		Conservation Areas		Community Partnerships		Service Cost Centres		Unit Totals	
	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018
FUNDING																		
Municipal Levy including Dam & Flood Control	1,392,444	1,773,822	752,440	683,932	762,533	662,440	699,334	582,792	496,935	641,644	107,676	109,830	384,778	501,921			**4,596,140**	**4,956,381**
Municipal Capital Levy	1,301,310	1,880,000															**1,301,310**	**1,880,000**
Capital Maintenance & Operating Reserve Levy															200,723	200,724	**200,723**	**200,724**
Transfer Payments	322,472	322,068	28,952	28,952													**351,424**	**351,020**
Contracts	3,700,817	4,144,066	767,505	659,373	343,489	215,000	770,255	310,517	882,668	904,256	741,644	704,892	543,389	209,994			**7,749,767**	**7,148,098**
User Fees			172,000	185,000					3,300	3,300	3,237,849	3,360,190	86,920	79,720			**3,500,069**	**3,628,210**
Other	83,418	18,000		221,500	16,941	10,941	1,106,020	1,039,338	51,098	35,000			321,522		63,550	63,700	**1,642,549**	**1,388,479**
from Reserves	462,592	358,475							7,510	20,000	55,737				122,650		**648,489**	**378,475**
Total Funding	**7,263,053**	**8,496,431**	**1,720,897**	**1,778,757**	**1,122,963**	**888,381**	**2,575,609**	**1,932,647**	**1,441,511**	**1,604,200**	**4,142,906**	**4,174,912**	**1,336,609**	**791,635**	**386,923**	**264,424**	**19,990,471**	**19,931,387**
EXPENDITURES																		
Wages & Benefits	1,305,159	1,554,192	997,943	1,120,348	707,509	727,749	775,424	727,641	925,631	947,616	1,797,604	1,961,795	632,264	802,788	1,973,790	2,072,310	**9,115,324**	**9,914,439**
Direct Expenses (Operating)	1,092,847	815,319	259,650	254,225	148,983	35,751	634,648	538,924	255,806	294,053	1,624,127	1,542,476	154,090	14,000	1,569,352	1,547,967	**5,739,503**	**5,042,715**
Direct Expenses (Capital)	4,261,500	5,495,698			14,585						265,000	130,000			577,382	285,000	**5,118,467**	**5,910,698**
Allocated Cost	560,321	594,042	369,748	393,865	298,313	271,984	525,688	274,321	492,568	464,112	790,425	755,946	334,087	402,517	(3,371,154)	(3,411,473)	**(4)**	**(254,686)**
Total Expenditures	**7,219,827**	**8,459,251**	**1,627,341**	**1,768,438**	**1,169,390**	**1,035,484**	**1,935,760**	**1,540,886**	**1,674,005**	**1,705,781**	**4,477,156**	**4,390,217**	**1,120,441**	**1,219,305**	**749,370**	**493,804**	**19,973,290**	**20,613,166**
Surplus (Deficit)	43,226	37,180	93,556	10,319	(46,427)	(147,103)	639,849	391,761	(232,494)	(101,581)	(334,250)	(215,305)	216,168	(427,670)	(362,447)	(229,380)	**17,181**	**(681,779)**
Non-cash Amortization	246,567	246,567					721	721	14,688	14,688	79,380	66,253			486,609	479,739	**827,965**	**807,968**
Cash Basis Surplus (Deficit)	**289,793**	**283,747**	**93,556**	**10,319**	**(46,427)**	**(147,103)**	**640,570**	**392,482**	**(217,806)**	**(86,893)**	**(254,870)**	**(149,052)**	**216,168**	**(427,670)**	**124,162**	**250,359**	**845,146**	**126,189**

2018 Draft Flood Control Capital Levy

November 2017

The UTRCA operates and manages a number of water and erosion control structures on behalf of its member municipalities. The operation and maintenance costs for these structures are apportioned to municipalities on a beneficiary pays basis. The UTRCA also maintains and operates a number of recreation dams on behalf of member municipalities.

The UTRCA Board of Directors has approved a 20 Year Capital Maintenance Plan for Water and Erosion Control Structures. This long term plan has been developed to coordinate the timing and financing of major capital repairs to the water and erosion control structures. The plan is reviewed and updated annually, to maintain a rolling 20 year estimate for planning and financing purposes.

With the plan in place, the UTRCA is able to leverage the municipal contributions to pursue senior government funding support for specific projects. The long term cost projections are also used to lobby senior levels of government to continue providing major capital repair grant programs, such as Ontario's Water and Erosion Control Infrastructure program. In 2018, the UTRCA has obtained funding from the National Disaster Mitigation Program for Major Capital Maintenance Projects.

The amounts for the annual fixed contributions from the affected municipalities have been calculated based on long term flood control capital repair estimates. The 20 Year Capital Maintenance Plan includes provisions for reviews and for the adjustment of the municipal contributions, depending on updated studies and cost estimates. The 2018 Draft Flood Control Capital Levy is described in the following table.

Flood Control Capital Levy Summary

Municipality	Structure	Apportionment	2017 FC Capital Levy Total
Oxford County	Wildwood Dam	0.97%	$125,000
	Pittock Dam	62.07%	
	Ingersoll Channel	100.00%	
City of London	Fanshawe Dam	100.00%	$1,655,000
	Wildwood Dam	83.96%	
	Pittock Dam	36.86%	
	London Dykes & Erosion Control Structures	100.00%	
	Springbank Dam	100.00%	
St. Marys	St. Marys Floodwall	100.00%	$100,000
	Wildwood Dam	14.10%	
Total Flood Control Capital Levy			**$1,880,000**

2018 UTRCA Draft Budget: Municipal Levy

November 2017

			Current Year Operations													Capital Investments							2018 TOTALS			
			General Levy		Operating Reserve Levy		Dam and Flood Control Levy		Specific Project Funding		Env Targets Yr 2 of 4	Total Municipal Operational Funding		Year over Year Increase		Capital Maintenance		Flood Control Capital Levy			Total Municipal Capital Funding		Total Municipal Funding for Operations & Capital		Year over Year Increase	
Municipality	2017 CVA	2018 CVA	2017 Restated	2018	2017	2018	2017	2018	2017	2018	2018	2017	2018	$	%	2017	2018	Structure	2017	2018	2017	2018	2017	2018	$	%
Oxford County	16.319	16.373	521,978	528,772	5,287	5,305	190,122	194,300			44,178	717,387	772,554	55,167	7.7%	27,468	27,560		125,000	125,000	152,468	152,560	869,856	925,114	55,259	6.4%
London City	65.195	65.045	2,085,320	2,100,643	21,123	21,075	839,118	854,866	105,000	105,000	176,491	3,050,561	3,258,074	207,513	6.8%	109,737	109,485	Total Structures[1]	1,154,543	1,655,000	1,264,280	1,764,485	4,314,841	5,022,559	707,718	16.4%
Lucan/Biddulph	0.296	0.309	9,478	9,989	96	100	2,045	2,176			802	11,619	13,067	1,448	12.5%	499	521				499	521	12,118	13,588	1,470	12.1%
Thames Centre	3.140	3.157	100,450	101,953	1,017	1,023	26,626	27,272			8,502	128,093	138,750	10,656	8.3%	5,286	5,314				5,286	5,314	133,380	144,064	10,684	8.0%
Middlesex Centre	2.291	2.287	73,287	73,860	742	741	15,780	16,068			6,203	89,809	96,872	7,063	7.9%	3,857	3,850				3,857	3,850	93,666	100,722	7,056	7.5%
Stratford	7.363	7.322	235,498	236,470	2,385	2,372	123,038	125,219			19,931	360,921	383,992	23,071	6.4%	12,393	12,325	RT Orr Dam & Channel			12,393	12,325	373,314	396,317	23,003	6.2%
Perth East	1.271	1.326	40,661	42,814	412	430	11,260	11,861			3,441	52,333	58,546	6,213	11.9%	2,140	2,231				2,140	2,231	54,473	60,777	6,304	11.6%
West Perth	1.314	1.365	42,026	44,074	426	442	46,671	47,956			3,557	89,123	96,030	6,907	7.7%	2,212	2,297	Mitchell Dam	21,768		23,980	2,297	113,102	98,327	(14,776)	-13.1%
St. Marys	1.579	1.532	50,507	49,483	512	496	41,290	41,792			4,275	92,309	96,047	3,738	4.0%	2,658	2,579	St. Marys Floodwall		100,000	2,658	102,579	94,966	198,626	103,659	109.2%
Perth South	1.036	1.087	33,125	35,095	336	352	7,126	7,622			2,804	40,587	45,873	5,287	13.0%	1,743	1,829				1,743	1,829	42,330	47,702	5,372	12.7%
S Huron/Usborne	0.197	0.198	6,289	6,382	64	64	1,350	1,384			532	7,703	8,362	659	8.6%	331	333				331	333	8,034	8,695	661	8.2%
Zorra Township				-	-	-	15,000	15,000			-	15,000	15,000	-	0.0%	-	-				-	-	15,000	15,000	-	0.0%
SW Oxford				-	-	-	5,500	5,610			-	5,500	5,610	110	2.0%	-	-				-	-	5,500	5,610	110	2.0%
Total	**100**	**100**	**3,198,619**	**3,229,535**	**32,400**	**32,400**	**1,324,926**	**1,351,126**	**105,000**	**105,000**	**270,716**	**4,660,945**	**4,988,777**	**327,832**	**7.0%**	**168,323**	**168,324**		**1,301,311**	**1,880,000**	**1,469,634**	**2,048,324**	**6,130,579**	**7,037,101**	**906,522**	**14.8%**

[1]**Total Structures (Flood Control Capital Levy)**

Fanshawe Dam	395,000
Wildwood & Pittock Dams	100,000
London Dykes	1,160,000
Total London Structures	**1,655,000**

2018 UTRCA Draft Budget: Dam & Flood Control Levy

Municipality	2017 CVA	2018 CVA	Flood Forecasting	Plan & Tech Studies	Small Holdings	Wildwood Dam		Pittock Dam		100% Structures		2017	2018
			$	$	$	%	$	%	$	Structure	$		
Oxford County	16.319	16.373	99,953	12,105	1,100	0.98	960	62.08	54,859	Ingersoll Channel	25,323	190,122	194,300
London City	65.195	65.045	397,080	48,089	4,368	83.91	82,166	36.81	32,529	Total Structures[2]	290,634	839,118	854,866
Lucan/Biddulph	0.296	0.309	1,888	229	21	0.02	20	0.02	18			2,045	2,176
Thames Centre	3.140	3.157	19,272	2,334	212	0.19	186	0.19	168	Dorchester Mill Pond & CA Dams ($2,550 ea)	5,100	26,626	27,272
Middlesex Centre	2.291	2.287	13,962	1,691	154	0.14	137	0.14	124			15,780	16,068
Stratford	7.363	7.322	44,699	5,413	492	0.44	431	0.44	389	RT Orr Dam & Channel	73,795	123,038	125,219
Perth East	1.271	1.326	8,093	980	89	0.08	78	0.08	71	Shakespeare Dam	2,550	11,260	11,861
West Perth	1.314	1.365	8,331	1,009	92	0.08	78	0.08	71	Mitchell Dam ($35,825) & Fullarton Dam ($2,550)	38,375	46,671	47,956
St. Marys	1.579	1.532	9,354	1,133	103	14.1	13,807	0.10	88	St. Marys Floodwall	17,307	41,290	41,792
Perth South	1.036	1.087	6,634	803	73	0.06	59	0.06	53			7,126	7,622
South Huron/Usborne	0.197	0.198	1,206	146	13	0.01	10	0.01	9			1,350	1,384
Zorra Township										Harrington & Embro Dams	15,000	15,000	15,000
South West Oxford										Centreville Dam	5,610	5,500	5,610
Total Member Municipalities	**100**	**100**	**610,472**	**73,932**	**6,717**	**100**	**97,932**	**100**	**88,379**		**473,694**	**1,324,926**	**1,351,126**

[2]**Total Structures (Dam & Flood Control Levy)**

Fanshawe Dam	208,240
Springbank Dam	45,025
London Dykes/Erosion Control	37,369
Total London Structures	**290,634**

2018 Draft Budget
November 2017

Report No: CP 2017-353
COMMUNITY PLANNING
Council Date: December 6, 2017

To: **Mayor and Members of the Township of Blandford-Blenheim Council**

From: **Rebecca Smith, Development Planner, Community Planning**

Application for Site Plan Approval
SP 1-17-02 – Claysam Custom Homes Ltd.

REPORT HIGHLIGHTS

- The site plan application has been submitted to facilitate the construction of 30 street fronting townhouse units.
- A related application for zone change (ZN 1-17-11) was approved by Township Council on November 15, 2017 to amend the existing 'Special Residential Type 3 Zone (R3-3)' that applies to the subject lands to increase the maximum driveway coverage of the interior street fronting townhouse lots from 50% to 70% of the front yard.
- The site plan drawing was circulated to the appropriate agencies for review and comment and no concerns were raised.

DISCUSSION

Background

OWNER: Claysam Custom Homes Ltd.
4433 Sideroad 10 North, Cambridge ON, N3C 2Y4

APPLICANT: Keith Reycraft
1315 Bishop Street (Suite 20), Cambridge ON, N1R 62Z

LOCATION:

The subject lands are described as Blocks 41, 42 & 43 – 46, 41M-319, Township of Blandford-Blenheim. The lands are located on the northwest corner of Albert Street East and Hofstetter Road, in the Village of Plattsville.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "C-1"	County of Oxford Settlement Strategy Plan	Serviced Village
Schedule "B-1"	Township of Blandford-Blenheim Land Use Plan	Settlement
Schedule "B-2"	Village of Plattsville Land Use Plan	Low Density Residential

TOWNSHIP OF BLANDFORD-BLENHEIM ZONING BY-LAW 1360-2002:

Existing Zoning: Residential Type 3 Zone (R3-3)

PROPOSAL:

A site plan application has been submitted to facilitate the construction of 30 street fronting townhouse units. A related application for zone change (ZN 1-17-11) was approved by Township Council on November 15, 2017 to amend the existing 'Special Residential Type 3 Zone (R3-3)' that applies to the subject lands to increase the maximum driveway coverage of the interior street fronting townhouse lots from 50% to 70% of the front yard.

The subject lands comprise approximately 2.1 ha (5.3 ac) and consist of 5 blocks for 30 street-fronting townhouse units. Surrounding uses are predominately low density residential, with vacant commercial lands to the south and agricultural lands to the east.

Plate 1, Existing Zoning & Location Map, shows the location of the subject property and existing zoning in the immediate vicinity.

Plate 2, Aerial Map (2015) with Existing Zoning, provides an aerial view of the subject lands and surrounding area.

Plate 3, Applicant Site Sketch, provides the location and setbacks of the proposed townhouse units and driveway on the subject lands.

Application Review

ZONING BY-LAW:

The subject lands are currently zoned 'Special Residential Type 3 Zone (R3-3)' which permits street-fronting townhouses as well as an increased lot coverage of 40% and reduced front yard depths of 6.5 m (21.3 ft). As previously mentioned, Township Council approved an associated zone change application to amend the current zoning to increase the maximum driveway coverage of the interior townhouse units from 50% to 70% of the front yard.

AGENCY COMMENTS:

This application was reviewed by a number of public agencies in accordance with the Township's Site Plan By-law. The plan was revised based on the comments that were received during the site plan review process.

Planning Analysis

The proposed site plan was reviewed by Township and County Staff and no concerns were raised. The proposed townhouse units also appear to meet the relevant provisions of the 'R3-3' Zone.

In light of the foregoing, Planning Staff are supportive of the proposed site plan. As a condition of approval, it is recommended that the owner enter into a site plan agreement with the Township.

In addition, as the appeal period for the related zone change application is not yet complete, it is recommended that a condition be included to ensure the notice of no appeal is issued prior to final approval.

A copy of the draft site plan agreement is also attached for Council's consideration.

RECOMMENDATION

That the application for Site Plan Approval submitted by Claysam Custom Homes Ltd., whereby the lands described as Blocks 41, 42 & 43 – 46, 41M-319, in the Township of Blandford-Blenheim, to facilitate the construction of 30 street-fronting townhouses, be approved, at such time as the following conditions are fulfilled:

i. **The Owner shall enter into a Site Plan Agreement with the Township and agree to satisfy all Township requirements, financial and otherwise.**

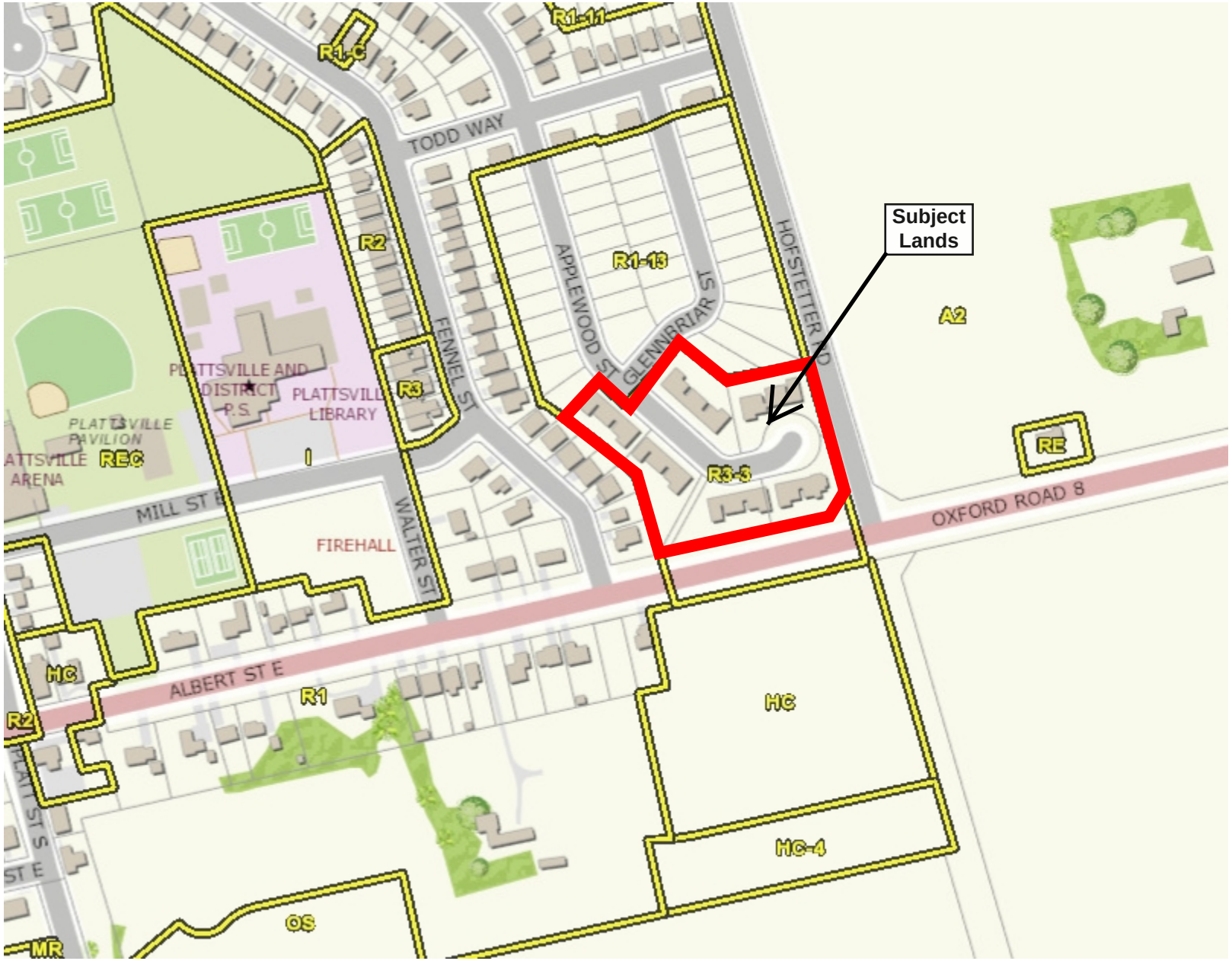
ii. **The notice of no appeal for related zone change application ZN1-17-11 is issued by the Township of Blandford-Blenheim.**

SIGNATURES

Authored by: *original signed by* Rebecca Smith, MCIP, RPP
Development Planner

Approved for submission: *original signed by* Eric Gilbert, MCIP, RPP
Senior Planner

Plate 1: Existing Zoning & Location Map
File No. SP 1-17-02 - Claysam Custom Homes Ltd.
Block 46, 41M-319, Township of Blandford-Blenheim



Legend

Environmental Protection/Flood Overlay
- Flood Fringe
- Floodway
- Environmental Protection (EP1)
- Environmental Protection (EP2)

Zoning Floodlines/Regulation Limit
- 100 Year Flood Line
- 30 Metre Setback
- Conservation Authority Regulation Limit
- Regulatory Flood And Fill Lines

Zoning (Displays 1:16000 to 1:500)

Notes

0 102 205 Meters

NAD_1983_UTM_Zone_17N

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

September 19, 2017

Plate 2: Aerial Map (2015) with Existing Zoning
File No. SP 1-17-02 - Claysam Custom Homes Ltd.
Block 46, 41M-319, Township of Blandford-Blenheim

Legend

Environmental Protection/Flood Overlay
- Flood Fringe
- Floodway
- Environmental Protection (EP1)
- Environmental Protection (EP2)

Zoning Floodlines/Regulation Limit
- 100 Year Flood Line
- 30 Metre Setback
- Conservation Authority Regulation Limit
- Regulatory Flood And Fill Lines

Zoning (Displays 1:16000 to 1:500)

Notes

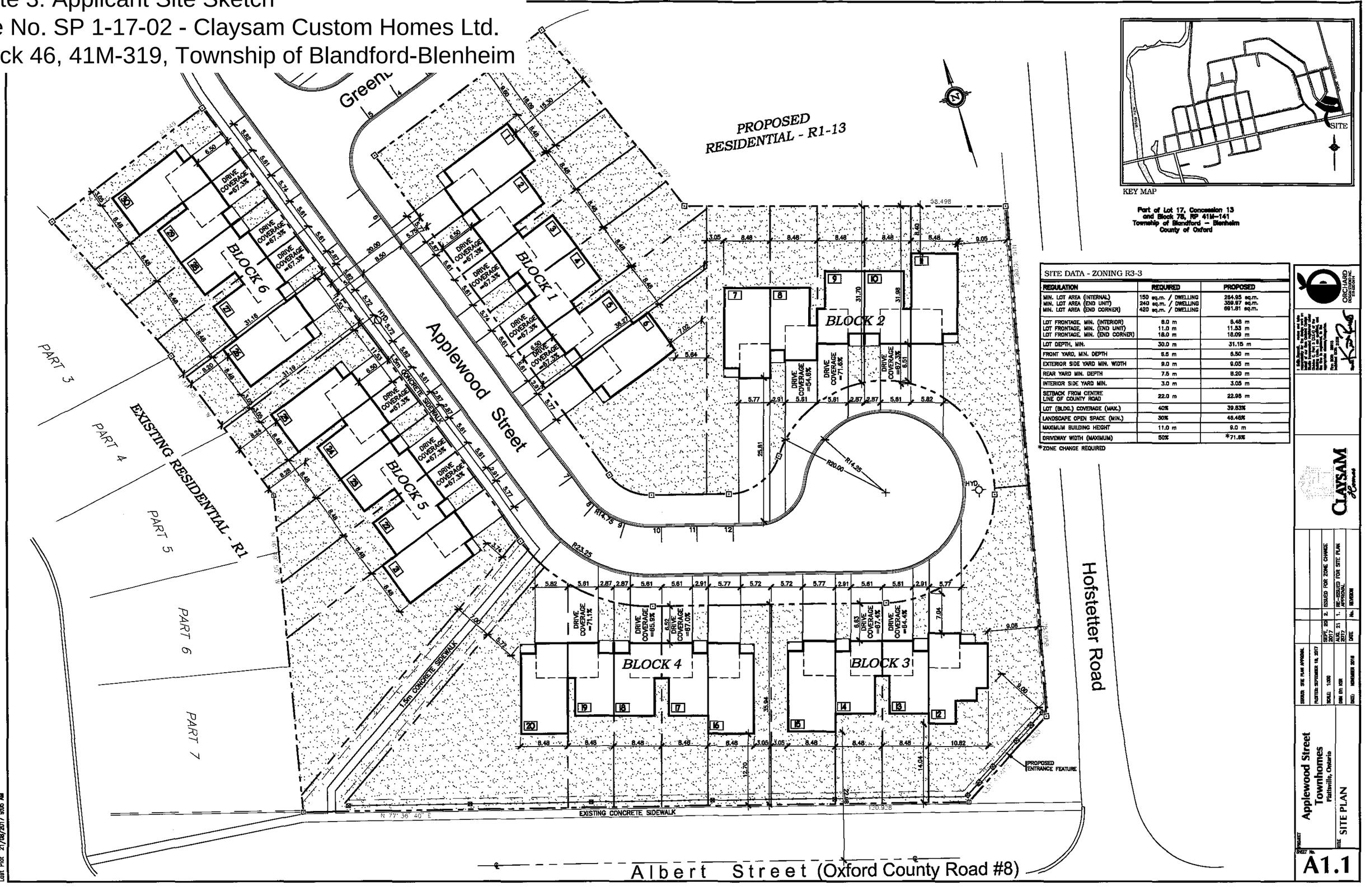
0 51 102 Meters

NAD_1983_UTM_Zone_17N

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

September 19, 2017

Plate 3: Applicant Site Sketch
File No. SP 1-17-02 - Claysam Custom Homes Ltd.
Block 46, 41M-319, Township of Blandford-Blenheim



SITE DATA - ZONING R3-3

REGULATION	REQUIRED	PROPOSED
MIN. LOT AREA (INTERNAL) MIN. LOT AREA (END UNIT) MIN. LOT AREA (END CORNER)	150 sq.m. / DWELLING 240 sq.m. / DWELLING 420 sq.m. / DWELLING	264.95 sq.m. 359.97 sq.m. 691.81 sq.m.
LOT FRONTAGE, MIN. (INTERIOR) LOT FRONTAGE, MIN. (END UNIT) LOT FRONTAGE, MIN. (END CORNER)	8.0 m 11.0 m 18.0 m	8.48 m 11.53 m 18.09 m
LOT DEPTH, MIN.	30.0 m	31.15 m
FRONT YARD, MIN. DEPTH	6.5 m	6.50 m
EXTERIOR SIDE YARD MIN. WIDTH	9.0 m	9.05 m
REAR YARD MIN. DEPTH	7.5 m	8.20 m
INTERIOR SIDE YARD MIN.	3.0 m	3.05 m
SETBACK FROM CENTRE LINE OF COUNTY ROAD	22.0 m	22.98 m
LOT (BLDG.) COVERAGE (MAX.)	40%	39.83%
LANDSCAPE OPEN SPACE (MIN.)	30%	46.46%
MAXIMUM BUILDING HEIGHT	11.0 m	9.0 m
DRIVEWAY WIDTH (MAXIMUM)	50%	*71.6%

*ZONE CHANGE REQUIRED

TOWNSHIP OF BLANDFORD-BLENHEIM

SITE PLAN CONTROL AGREEMENT

THIS AGREEMENT, made in Triplicate this ____ day of December, 2017,

BETWEEN: Claysam Custom Homes Limited
hereinafter called the 'Owner'

OF THE FIRST PART

- and -

The Corporation of the Township of Blandford-Blenheim, a Municipal Corporation within the County of Oxford, hereinafter called the 'Township'

OF THE SECOND PART

WHEREAS the Owner represents that they are the Registered Owner of those lands and premises in the Township of Blandford-Blenheim described in Schedule "A" to this Agreement and have applied to the Township of Blandford-Blenheim for site plan approval under the Planning Act, R.S.O, 1990, and amendments thereto, for the purposes of recognizing an Agri-Business;

AND WHEREAS the Owner acknowledges that the lands are subject to Site Plan Control pursuant to the provisions of Section 41 of the Planning Act, R.S.O., 1990, and pursuant to Township of Blandford-Blenheim Site Plan Control By-law No. 1679-2011;

AND WHEREAS the Township is of the opinion that such land development is not proper and in the public interest unless the Owner agrees to perform the covenants herein set forth;

WITNESSETH that, in consideration for the approval of the said plans and as a condition of such approval, the parties hereto covenant and agree one with the other as follows:

1. The lands affected by this Agreement are the lands described in Schedule "A" attached hereto and are hereinafter referred to as "the subject lands";

2. The Owner has obtained an approved Site Plan from the Township, indicating the locations of the structure(s), access ways, parking areas and appropriate on-site drainage, planting scheme, among other details. Said approved Site Plan and related drawings are attached hereto as Schedule "B".

3. The Owner agrees to the following:

    a) to retain a qualified Professional Engineer to oversee the implementation of the site plan and that the said Professional Engineer shall provide reports to the Township regarding the implementation of the site plan at the discretion of the municipality and at the sole expense of the Owner;
    b) that prior to the erection of any buildings or structures that are subject to the provisions of the Building Code Act, the Owner shall supply the appropriate structural plans, and detailed site and grading plans, in order to obtain the building permits required;
    c) that all work and services required under this Agreement shall be carried out in good and workmanlike manner in accordance with good trade practices so as to cause a minimum of nuisance to the neighbours;
    d) all landscaped materials are to be maintained at all times to at least the minimum standards established in the Agreement. Any removal or loss of landscaped materials shall be replaced and maintained to achieve basic compliance with this Agreement;

e) that all necessary precautions shall be taken during site alteration and construction activity to avoid the raising of dust, creating unnecessary noise and other nuisances and to provide for the public safety, so far as is practicable;

f) to grant to the Township and/or County, as the case may be, and their servants, agents and contractors, a license to enter the subject lands for the purpose of inspection of the works and the lands or for any other purpose pursuant to the rights of the Township and /or County under this Agreement;

4. This Agreement will be registered on the Title of the subject lands and the Owner shall be solely responsible for the expenses associated with the preparation and registration of this Agreement and compliance with all the provisions hereof. If necessary, the Owner shall be required to provide to the Township a registered copy of the Agreement prior to the issuance of any building permit.

5. The Owner covenants and agrees that upon the approval of the plans set out in Section 2 of this agreement, and following registration of this Agreement on the Title, the Owner shall carry out all works shown on the said plans in accordance with said plans at the sole expense of the Owner, and such work shall proceed in a timely manner.

6. The Owner agrees to reimburse the Township for all reasonable engineering and legal costs incurred by the Township for the preparation and supervision and enforcement of this Agreement, and such payment is to be made within thirty (30) days of the receipt of any associated invoice from the Township.

7. All applicable Township Development Charges and all County of Oxford Development Charges shall be paid prior to the issuance of any building permit.

8. The Owner covenants and agrees that no later than twelve (12) months after completion of the site improvements indicated on the approved Site Plan and related drawings attached as Schedule “B”:

a) the Owner shall provide to the Township two (2) copies of the “as constructed” drawings, printed in full size drawing format, that accurately illustrate the works and services; the buildings; the engineered site grading and drainage features; and, the landscaping and parking features as required, to be constructed on the subject lands; and,

b) the “as constructed” drawings shall be prepared and certified by the Owner’s Engineer (or other professional), as required for each drawing. The “as constructed” drawings shall be accompanied by the Engineer’s (or other professional’s) Certificate of Completion, indicating the proposed development has been completed in accordance with the approved plans; and,

c) the Owner further covenants and agrees that, only upon receipt of the Engineer’s certificate of completion and the “as constructed” drawings, together with a written request from the Owner to the Township, shall the Township be required to provide a refund of the deposit submitted with the application for Site Plan Control; and,

d) the Owner further acknowledges that failure to meet the above-noted requirements (for the “as constructed” drawings, Engineer’s Certificate of Completion and Owners’ written request) within the prescribed time period shall constitute a breach of the terms of this agreement. Upon determining such breach, the Township shall provide to the Owner, in writing, notice of the deposit forfeiture; whereupon the deposit that was provided to the Township in support of the application shall be forfeited immediately to the Township and no further refund of this deposit shall be provided by the Township to the Owner; and,

e) the Owner further covenants and agrees that the forfeiture of the deposit to the Township, should this event occur, in no way releases the Owner from their obligation to provide the required Certificate(s) of Completion and the “as constructed” drawings for this development.

9. The Owner acknowledges that any changes in land use, or any changes to the approved Site Plan drawing(s), attached as Schedule "B" to this Agreement, will require further review and approval by the Township and other applicable authorities, if necessary, prior to the commencement of any site alterations or the approval of any building permit(s) associated with those proposed changes. If necessary, an amendment to this Agreement will be required to be entered into in order to identify the change(s) and to address any additional concerns of the Township.

10. The Owner acknowledges that this Agreement is entered into under the provisions of Section 41(7)(c) of the Planning Act, R.S.O. 1990, as amended, and that any expenses of the Township arising out of the enforcement of this agreement may be recovered in the following manner:

    a) by use of any cash, deposit or security furnished to the Corporation under Section 3.1 of the Site Plan Control By-law; or,
    b) by action; or,
    c) in a like manner as real property taxes, pursuant to the Municipal Act, 2001.

11. The parties hereto agree that this Agreement and everything contained herein shall enure to the benefit of and be binding upon the respective heirs, executors, administrators, successors and assigns of each of the parties hereto as the case may be and shall constitute a covenant running with the lands described in Schedule "A" attached hereto.

12. The Owner covenants and agrees that the right of the Township to enter into this Agreement and to enforce each and every term, covenant and condition thereof shall not be called into question directly or indirectly in any proceeding whatsoever in law or in equity or before any administrative or other tribunal and that the Township may plead this provision in any such action or proceeding as a complete and conclusive estoppel of any denial of such right.

13. All words importing the singular only shall include the plural; words importing the masculine only shall include the female and words importing a person shall include a corporation.

IN WITNESS WHEREOF the respective parties have executed this Agreement.

Signed, Sealed and Delivered in the Presence of

CLAYSAM CUSTOM HOMES LIMITED

_____
Witness

_____
I have the authority to bind the Corporation

CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM

_____
Mayor
Marion Wearn

_____
CAO/Clerk
Rodger Mordue

We have authority to bind the Corporation.

SCHEDULE "A"

ALL AND SINGULAR that certain parcel of tract of land and premises situate, lying and being in the Township of Blandford-Blenheim, in the County of Oxford, being composed of:

Blocks 41, 42 & 43 – 46, 41M-319, Township of Blandford-Blenheim.

Registry Division of Oxford (No. 41)

Property Identification Numbers: 00285-0898, 002850897, 00285-0896, 00285-0895, 00285-0894 & 00285-0893.

SCHEDULE “B”

TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	**From:**	Jim Harmer Drainage Superintendent
Reviewed By:	Rodger Mordue	**Date:**	November 16, 2017
Subject:	Tile Drainage Application	**Council Meeting Date:**	December 6, 2017
Report #:	DS-17-23		

Recommendation:

That Report DS-23-17 be received as Information and

That Council approves the application for Tile Drainage Loan from Pete and Catharina Voster at 965880 Oxford Waterloo Road part of lots 8 and 9 Con 14 and further

That the Clerk notifies the applicant that his application has been approved and is subject to the following condition:

- No tile shall be installed within 20 meter of any manure storage
- Township notified when construction starts
- Approved subject to the available of funds from OMAFRA
- A plan showing location of the tile installation must be submitted with invoices
- Contractor business license number [as issued by OMFRA] and name must be submitted with invoices
- Make / model and machine licenses number [as issue by OMAFRA] must be submitted with invoices

Background:

The tile drainage loan program that is administer be OMAFRA is a loan program for tile drainage on any agricultural property in the province. The loan is for 10 years at 6% for 75% of the cost of the tile drainage to a maximum of $50,000.00 per year.

The loans are approved be the local municipal council and then submit to province for the funding of the loan.

The township is responsible for inspection of the tile drainage installation and the completion of the Inspection Completion Certificate that is submitted with the Rating By-law passed by council which is council's final approval of the loan

Analysis/Discussion:

None

Financial Considerations:

All payment is added to the owner's property tax bill for 10 years period.

Attachments:

Copy of application for loan

Respectfully submitted by:

_____
Jim Harmer

"Municipal World" Form 1116
Reg. T.M. in Canada. Municipal World Inc.
Multicopy Form - PRESS FIRMLY

FORM 7

APPLICATION FOR LOAN

Tile Drainage Act
R.S.O. 1990, c. T.8, s. 3
R.R.O. 1990, Reg. 1032

TO: The Council of TOWNSHIP of BLANDFORD BLENHEIM

DETAILS OF OWNERSHIP

Owner's name: PETE VOSTERS + CATHARINA VOSTERS	Telephone: 1519 462 1219
Address: 636206 14TH LINE WOODSTOCK	Postal Code: N4S 7W2

DESCRIPTION OF LAND TO BE DRAINED

Lot number: PT LOTS 8 AND 9 RP 41R9181 PART 1	Concession number: BLANDFORD CON 14
If portion of lot, specify: 965660 OXFORD WISTERIA RD	

DESCRIPTION OF DRAINAGE SYSTEM

Number of hectares to be drained: 16	Approximate number of metres of material: 18300

ESTIMATED COST OF DRAINAGE SYSTEM

Material	$ 27961.85
Other	25961.75
Inspection fees	150 00
TOTAL COST	$ 54073.60

AMOUNT OF LOAN REQUESTED

(Amount of loan requested must be a multiple of $100, not exceeding 75% of the total cost)

$ 40,500 00

Anticipated date of commencement: DEC 1 2017	Anticipated date of completion: DEC. 8 2017

In making this application for a loan, I understand and agree to the following:

(a) the granting or refusal of the application is in the discretion of council whose decision is final;
(b) I will be advised in writing of council's decision regarding the application;
(c) should the application be granted, an inspector of drainage appointed by council will report to council to the effect that the work has been satisfactorily completed before any funds are advanced by way of loan;
(d) it is also a condition of the making of the loan that all work must be carried out in accordance with the *Agricultural Tile Drainage Installation Act*;
(e) Council shall levy and collect for the term of ten years over and above all other rates upon the land, in respect of which the loan is made, a special equal annual rate sufficient to discharge the principal and interest of the loan; and
(f) the *Tile Drainage Act* sets out procedural matters concerning apportionment of a loan when part of the land is sold, discharge of the indebtedness upon repayment of the loan at any time and all other matters which pertain to this application for a loan.

NOV 14 2017 — Date — P. Vosters — Signature of owner

NOV 14 2017 — Date — R Vosters M — Signature of owner

Personal information contained on this form, collected pursuant to the *Tile Drainage Act* will be used for the purposes of that Act. Questions should be directed to the Freedom of Information and Privacy Coordinator at the institution conducting the procedures under that Act.

Original - COUNCIL Copy - INSPECTOR Copy - APPLICANT OWNER

TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	**From:**	Jim Harmer Drainage Superintendent
Reviewed By:	Rodger Mordue	**Date:**	November 30, 2017
Subject:	Monthly Report	**Council Meeting Date:**	December 6, 2017
Report #:	DS-17-24		

Recommendation:

That Report DS-24-17 be received as information

Background:

Monthly activities of the Drainage Department November 30, 2017

Analysis/Discussion

1. Working on drain maintenance and various site meeting to review work required with ratepayers.
2. Working with lawyer on compliance letters.
3. 46 locate for ON 1 Call in November 2017 including 3 emergency and 1 priority locates.
4. Commenting on various planning application.
5. Working with Katie on drain maintenance invoices for 2017
6. Attended Townhall Meeting
7. Hamilton Drain contract award to John Devries Construction and work began on Oct 28th 2017. Drain is 95% complete
8. Reviewed Tile drainage application for Voster see Council report DS-17-23
9. Working on Section 65 report [assessment split] for Borzas severance
10. Plattsville Estates Phase 3A, 3B, and 4 petitions to incorporate drains working with Engineer

Financial Considerations:

None

Attachments:

None

Respectfully submitted by:

_____
Jim Harmer Drainage Superintendent

TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	**From:**	Jim Borton Director of Public Works
Reviewed By:	Rodger Mordue	**Date:**	November 29, 2017
Subject:	Monthly Report	**Council Meeting Date:**	December 6, 2017
Report #:	PW-17-27		

Recommendation:

That Report PW-17-27 be received as information.

Road Crew Activities

- See Road Supervisor Activity Report for November.

Capital

- Hofstetter Road extension – We plan to have road open December 4. Ditches are all roughed in and walk path is 90% complete. We will have some fine tuning of the ditches in the spring. We will also do the turning circles on Township Rd 12 in the spring so Bridge 24 can be closed to vehicle traffic.
- CN Bridge on Gobles Rd. – Rodger and I will be meeting with CN on Dec 6 to go over the construction schedule.
- CN Bridge on Blenheim Rd – Preliminary discussions regarding replacement on Dec 6.
- River Rd. – Has been paved and lanes have been marked. We have some shoulder and top soil work to finish.
- New tandem truck - I spoke with Viking and the project time for delivery is the week of Dec. 18. The chassis didn't get received until the end of July; Viking estimated 20 weeks in tender to produce. They will meet that timeline. We still have old truck in service so there will be no issues if we get snow before the new one arrives.
- K-Smart Associates is currently conducting our Bridge and Large culvert Inspections.

County Shared Service/Road Association/Training

- Shared Services meeting – At our November 9th meeting we had Alan Johnson from Driven Engineering come and introduce himself and give a summary of his services. Meagan Lichti from Oxford County Public Health spoke about their Touch a Plow event coming up on January 2-5 2018. Next meeting December 13th.
- Road Association – Next meeting is December 14th.
- Training – 2 Public works staff members will be attending a session designed for new Snow plow drivers on December 4th.
- Training – Ryan and Bob attended Winter Maintenance training for Supervisors and Road Patrollers on November 7th & 8th.

Other

- I was invited to take part in Oxford County Advisory Committee on the ASE (Photo radar) program, meeting was held November 3rd.
- Attended a meeting with K. Smart Associates regarding the development of the old Princeton school property on November 7th.
- Attended Inspection of Hofstetter Road extension urban section with K. Smart Associates on November 17th.
- Spoke to Jeff Molenhuis, Director of Public Works for Wilmot Township regarding shared Bridge 3 on Oxford-Waterloo Rd. I will be meeting with him in January to discuss Capital needed to do repairs/replace. Waiting for report from K-Smart on condition of bridge.

Attachments:

- Road Supervisor Activity Report for November.
- Service Sharing minutes for November 9th.

Respectfully submitted by:

Jim Borton
Director of Public Works

Monthly Activities for November

Daily Activities

4 Way Stop installed Canning Rd @ Twp 3F
Ditching on 4C, 8E & Blenheim Rd
Full grading of most road sections
Finish brush depot
Sweep Intersections
Winter patrol
Road crossing culvert 9C
Shoulder grading
Entrance culvert 4D
Traffic counts
Spot grading various locations
Hofstetter Rd extension activities
Pickup road side garbage.
Trim trees and pickup branches from the road side.
Maintain regulatory signs.
Daily, weekly, and monthly road inspections.
Preventative maintenance on Township Equipment.
Shoulder maintenance and graveling.
Haul compost and brush to Salford.

Future projects

Various locations - ditching
River Rd - Finish topsoil, seed and graveling

Emergency Calls

Nov 5th Tree down Gobles rd
Nov 9th Dead deer Wolverton cemetery

General Information

Full grading of a majority of Township roads in preparation for winter is currently in progress, along with Hofstetter road extension activities. Weather has been in our favor this month to complete numerous jobs before freeze up. Sea can has been set in place at the rear of the Drumbo shop and now houses some of the smaller items.

Residents' Concerns

Nov 24 Garbage dumped on 4A down by water

Created by: Ryan Nechelput, Road Supervisor

Service Rationalization

MEETING MINUTES
DATE: November 9, 2017
LOCATION: Oxford County
PRESENT: Scott Boughner, Jim Borton, Aden Corcran, Bill Freeman, Rich Fleming, Marty Lenaers, Alex Piggott, Tom Lightfoot, Frank Gross
REGRETS: Daniel Locke

COMMITTEE CHAIRMAN: Alex Piggott **SECRETARY: Tom Lightfoot**

ITEM	ACTION	ASSIGNED TO
1. Meeting called to order	10:04	
2. Minutes of Last Meeting:	No minutes from October meeting	
3. Correspondence/ Speaker	Alan Johnson from Driven Engineering did presentation on his company. Alan's email is ajohnson@drivenengineering.com Meagan Lichti from Oxford County Public Health spoke about Touch a Plow event coinciding with free skates between Jan 2-5 2018. Zorra, Norwich, East Zorra-Tavistock willing to supply a plow. Oxford County will be back up truck if township trucks are required for winter maintenance. Meagan will be in contact with dates and times.	
4. Old Business	none	
5. New Business	Scott/Frank- First draft of road rationalization study has been sent back for revisions, Possible meeting of the advisory committee 1st week in December. Aden-Safety clothing/branding, varying policies between the group. Some locations noted for logos were Marks Work Warehouse, Woodstock Sports Wear and Ago	
6. Round Table	Bill spoke on bill 148 and stand by pay Tom- road construction costing- Marty sending out pricing Aden-winter maintenance training invoices handed out, invoices to be paid to Zorra -Line up Tony Hymers from OPP for next meeting Scott- winter event radio ad has been arranged for beginning of December then in January	
7. Health & Safety	Plow training- Woodstock hosting a class, they have spots available Scott looking for numbers for chainsaw training, and possible tire changer training in the spring.	
8. Next Meeting	**December 13, 2017 Zorra**	
9. Adjourned	12:00	

Service Sharing Meeting Dates 2018

January 11 EZT

February 8 Zorra

March 8 Oxford County

April 12 Blandford Blenheim

May 10 Norwich

June 14 SWOX

September 13 Tillsonburg

October 11 Woodstock

November 8 Ingersoll

December 13 Zorra

TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	**From:** Trevor Baer	
Reviewed By:	Rodger Mordue, CAO/Clerk	**Date:** Nov 29, 2017	
Subject:	Monthly Report – November	**Council Meeting Date:** Dec 6, 2017	
Report #:	CS-17-11		

Recommendation:

That Report CS-17-11 be received as information

Background:

The following will provide Council with an update regarding the activities of the Community Services Department, for the month of November.

Analysis/Discussion:

Arena

At this point in the operating season, we have not had any major concerns with the arena.
Nov 8, 2017- Public Health Inspector came into the arena for an annual inspection. She looked over the booth and the public washrooms. Over all everything was good. The report will show a passing grade.

Nov 24, 2017- Had the Occupation Health and Safety inspector at the arena.
During his inspection, he reviewed

1) Operational procedures of the department
2) Safety procedures of the department
3) Completed a walk-through of the entire building

He was called out to another location (right of refusal to work) before finishing his paper work. I have been in touch with him this week. Although the inspection is complete, he needs to return to finish his report.

Over all he finds the building to be a safe work place, and safe for the public.

One thing that needs to be looked after, is some pry bars leaning on the wall at the back-shop in the arena. He order will be for us to put a chain around them so they can't fall over.

Nov 28 2017- Cimco came and did midseason inspection, there are a few minor repairs that are needed, but nothing major in the compressor room.

Staffing

We have hired Dan Walbank as a part timer. Since John Scoyne has moved up into a full time position, we have brought Dan on to replace him.

Canada 150 Projects
Drumbo Ball Lights – The contractor has talked to township staff on Nov 25 and said that there is a bit more work to be done before the contract is complete.

Left to do in the contract:

Landscape work
Remove old pads that lights were on
Point new lights (He would like to do this when ground is frozen do to the fact that he almost has the landscape work done)

Plattsville Skateboard Park
The Skateboard park is complete and up and operating, and its first day of use was Nov 17. There is on things that need to be done to complete this project.

Left to be done on this project: Landscaping around the skateboard park

Over all this project went really well. The park has been very busy, which is a big success. We were hoping to get a picture with the Lions Club, and their donation, on Nov 18th. It didn't work out so we are planning an opening ceremonies in the Spring for this project.

Princeton Multi-Purpose Pad

Update on the project.

Timelines

Nov 8 2017- tenders closed for project

Nov 14 2017- Met with the community group to discuss the tender packages.
Group was satisfied and gave the go ahead to move forward with the project, with the understanding that the township staff and engineer were meeting with the contractor. Once the engineer is satisfied, then his recommendation of moving forward or not with contractor will be discussed.

Nov 15 2017- Township staff and engineer meant with the contractor. Contractor had to give some more information before he was recommended for the project.

Nov 27- I talked to the engineer and contractor. I hope to have an on-site meeting on Friday Dec 1 with contactor and engineer again, to get an understanding for timelines.

Princeton Hall

Has been completed and turned out well. The roof have been replaced.

Splash Pad

Nov 7 2017- Had a meeting with Openspace regarding the splash pad location, maintenance, and the water system that can be used.

What came out of that meeting

Location of splash pad was determined- to be located where the volley ball court is.
Well will produce enough water to keep up with demand
Labor is going to be about an hour a day, which will include opening, closing and checks.
The system that will be used is a re-circulate system.

Nov 8- Township staff sent out a water sample to Public Health Ontario, to get the well water tested from the Drumbo park.

The results came back
2 - coliforms
0 - e coli

Water is safe.

We are going to be running another test on hardness level to see how that will affect the operations of the splash pad.

New Business

Had a meeting with the Thames Valley District School Board about trying to get a program drop-in-center at the Drumbo and Plattsville Schools, in the new year. This was our first meeting. I have told them what the main vision from the township would be. They thought it was a great idea. They are going to be in touch with me in a few weeks on how we achieve our goals.

Our Goals
To provide a drop-in-center for youth of the Township of Blandford Blenheim at the Plattsville and Drumbo Schools. This will be open to everyone and is a great way for the Township of Blandford Blenheim to provide residences programs, that will be a low impact

or no impact on budget. This could be the start of a great relationship between the Thames Valley School Board and the Township of Blandford Blenheim.

Respectfully submitted by:

_____

Trevor Baer

TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	**From:**	Denise Krug, Director of Finance
Reviewed By:	Rodger Mordue	**Date:**	October 24, 2017
Report #:	TR-17-11	**Council Meeting Date:**	December 6, 2017
Subject:	2018 Salaries and Wages		

Recommendation:

That Report TR-17-10 be received as information;

And further that the remuneration for Council members, Volunteer Fire Fighters, Fence-Viewers, Livestock Valuers, Property Standards Committee members and all Township employees, with the exception of those affected by minimum wage legislation, be increased by 1.5% effective January 1, 2018;

Background:

Each year Council gives consideration to salary increases for staff and others based on the cost of living index, as established by Statistics Canada. TR-15-11 recommended that the Cost of Living Adjustment (COLA), from August to August of the previous year be used on an ongoing basis, for budgeting and consistency.

The one year average increase in the monthly Consumer Price Index for the province of Ontario, from August 2016 to August 2017 is 1.5%.

Analysis/Discussion:

This amount is within the range of other municipalities within our County and the County itself. Their proposed increases fall within the range of 1.3 to 1.7%.

For budgeting purposes, an increase of 1.5% in all salaries and wages will be included in the 2018 draft budget.

A recent survey of the other municipalities in Oxford indicates the following:

Municipality	**COLA increase**
Blandford-Blenheim	1.5% recommended
SWOX	1.3% (based on Oct CPI, 2.1% in 2017)

Norwich	1.7% (aligns with union contracts)
Tillsonburg	1.5% recommended (based on Aug CPI)
Zorra	Usually based on Oct CPI
East Zorra Tavistock	No response
Ingersoll	No response
Woodstock	No response
County of Oxford	1.5% (draft budget, aligns with union contracts)

Township of Puslinch – contacted me, also at 1.5% based on August CPI

Financial Considerations:

An increase of 1.5% to all Township wages represents an increase of approximately $28,000 to the overall budget or 0.6% increase to the tax rate (based on 2017 assessment).

Attachments:

None

Respectfully submitted by:

Denise Krug
Director of Finance/Treasurer

TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	**From:**	Denise Krug, Director of Finance
Reviewed By:	Rodger Mordue	**Date:**	November 24, 2017
Report #:	TR-17-12	**Council Meeting Date:**	December 6, 2017
Subject:	2018 Fees and Charges		

Recommendation:

That Report TR-17-12 be received as information;

And further that Council authorize the Director of Finance to prepare a fees and charges by-law for the December 20, 2017 Council meeting based upon Township fees and charges as outlined on the attached schedules.

Background:

Section 391(1) of the Municipal Act, 2001 authorizes a municipality to impose fees and charges on persons,

(a) For services or activities provided or done by or on behalf of it;
(b) For costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
(c) For the use of its property including property under its control.

Under Section 400(d) of the Municipal Act, 2001 and the Township of Blandford-Blenheim Notice By-Law, the Township is required to give notice of its intention to pass a by-law imposing the fees and charges which have priority lien status.

Analysis/Discussion:

The proposed 2018 user fees and charges by department is attached to this report. User fees and charges were generally increased by a modest percentage or the fee was left unchanged for 2018. Any new user fees and charges have been identified within the attached schedules.

Attachments:

User Fees and Charges – Schedule A to J

Respectfully submitted by:

Denise Krug
Director of Finance/Treasurer

					Schedule A
Administrative Services - Clerk					
Fees and Charges (excluding HST)					
Description	**Unit**	**2016 Amount**	**2017 Amount**	**2018 Amount**	**% Increase**
Sale of Photocopies - black & white (letter or legal size only)	1 - 2 sheets	$0.00	$0.00	$0.00	0.0%
	3 - 5 sheets	$0.50	$0.50	$0.50	0.0%
	6 sheets and up (per sheet)	$0.10	$0.10	$0.10	0.0%
	Municipal Records	$0.25	$0.25	$0.25	0.0%
Black & White copies - 11 x 17	per sheet			$0.20	0.0%
Colour photocopies (letter or legal size only)	per sheet			$0.40	0.0%
Colour photocopies (11x17)	per sheet			$0.75	0.0%
					0.0%
Faxing	First sheet	$2.00	$2.00	$2.00	0.0%
	Each additional sheet	$1.00	$1.00	$1.00	0.0%
Request under the Freedom of Information Act (HST Exempt)	Each	$5.00	$5.00	$5.00	0.0%
	staff time - first 30 minutes of investigation	$0.00	$0.00	$0.00	0.0%
	staff time per 15 min. interval beyond 30 minutes	$7.50	$7.50	$7.50	0.0%
(Where the estimate under section 45 (3) of the Municipal					
provide a deposit of 50% of the estimate prior to the application					
proceeding)					
Meeting Investigation Fee (HST Exempt)	Each	$25.00	$25.00	$25.00	0.0%
Cutting of Noxious Weeds	Minimum flat fee, plus actual cutting costs				
Lottery License Fee: Raffles, Bingos & Nevada Tickets (HST Exempt)	%	3%	3%	3%	0.0%
Auctioneer License (HST Exempt)	Each	$25.00	$25.00	$25.00	0.0%

					Schedule A
Administrative Services - Clerk					
Fees and Charges (excluding HST)					
Description	**Unit**	**2016 Amount**	**2017 Amount**	**2018 Amount**	**% Increase**
Marriage License (HST Exempt)	Each	$100.00	$100.00	$110.00	10.0%
Civil Marriage Ceremony:					
on site at municipal office during regular office hours	Each	$250.00	$250.00	$250.00	0.0%
booking deposit		$100.00	$100.00	$100.00	0.0%
administration fee if booking is cancelled		$50.00	$50.00	$50.00	0.0%
Township provided witness				$50.00	
Special Events Permit (HST Exempt)	Each	$50.00	$50.00	$50.00	0.0%
Burial Certificate (HST Exempt)	Each	$10.00	$10.00	$10.00	0.0%
Encroachment Agreements (HST Exempt)	Each	$75.00	$75.00	$75.00	0.0%
Section 65 of Drainage Act assessment apportionment.					
Staff time per 15 minute interval	Each	8.50	8.50	9.00	5.9%
Tile Drainage Loan Inspections	Each			150.00	
Site Alteration Application for area less than 2 ha	Each	250.00	250.00	250.00	0.0%
Site Alteration Application for area equal to 2 ha	Each	550.00	550.00	550.00	0.0%
Site Alteration Application for each ha beyond 2 ha	Each	25.00	25.00	25.00	0.0%
First conviction in contravention of Site Alteration By-law (person)		10,000.00	10,000.00	10,000.00	0.0%
Subsequent conviction in contravention of Site Alteration By-law (person)		25,000.00	25,000.00	25,000.00	0.0%
first conviction in contravention of Site Alteration By-law (corporation)		50,000.00	50,000.00	50,000.00	0.0%
subsequent conviction in contravention of Site Alteration By-law (corporation)		100,000.00	100,000.00	100,000.00	0.0%
Dog Tags (HST Exempt)	Each	$15.00	$15.00	$20.00	33.3%
- Renewal - if paid by March 31st	Each			$15.00	
- Initial Dog Tag (after July 1st)	Each			$10.00	

					Schedule A
Administrative Services - Clerk					
Fees and Charges (excluding HST)					
Description	**Unit**	**2016 Amount**	**2017 Amount**	**2018 Amount**	**% Increase**
- Kennell Licence	Each	$35.00	$35.00	$40.00	14.3%
- Replacement Dog Tag	Each	$3.00	$3.00	$3.00	0.0%
Black Composters (HST Exempt)	Each	$10.00	$10.00	$10.00	0.0%
Green Cone Composters	Each		$40.00	$40.00	0.0%
Blue Box - Large - 80L	Each	$5.50	$5.50	$5.50	0.0%
Blue Box - Lid	Each	$1.50	$1.50	$1.50	0.0%
Bag Tags	Each	$2.00	$2.00	$2.00	0.0%
- as set by County of Oxford / HST Exempt					
Criminal Record Check / Vulnerable Sector Check (for employment,	Each	$ 25.00	$ 25.00	$ 25.00	0.0%
student placements, children's aid or any other reason than volunteer)					
Criminal Record Check / Vulnerable Sector Check (for volunteering)	Each	No charge	No charge	No charge	
Fence Viewing application fee				$ 100.00	

Schedule B

Administrative Services - Tax

Fees and Charges (HST Exempt)

Description		Unit	2016 AMOUNT	2017 AMOUNT	2018 AMOUNT	% INCREASE
Tax Certificate		Each	$45.00	$45.00	$50.00	11.1%
NSF charge for processing returned cheques		Each	$30.00	$30.00	$30.00	0.0%
Loan Agreement Administration Fee (Debenture Administration)		Each				
Payment of Tile Drainage Loans Before Expiry Date		Each	$50.00	$50.00	$50.00	0.0%
Tax Sale Registration Process		Each			Actual Cost + $100 Admin Fee	
Reprint of Prior Year Tax Bills		Each	$10.00	$10.00	$10.00	0.0%
Commission of Oaths or Certified True Copy (resident)		Each	$10.00	$10.00	$10.00	0.0%
Commission of Oaths or Certified True Copy (non-resident)		Each	$10.00	$10.00	$15.00	50.0%
Registered Mail Fee		Each	$12.00	$12.00	$12.00	0.0%
- as set by Canada Post / Includes HST						
Tax Confirmation Letters		Each	$0.00	$0.00	$15.00	100.0%
Payment Redistribution Fee		Each	$0.00	$0.00	$10.00	100.0%
Refund Administration Fee (Client error/overpayment)		Each	$0.00	$0.00	$25.00	100.00%

					Schedule C
Administrative Services - Development Charges					
Fees and Charges (HST Exempt)					
Description	**Unit**	**Effective April 1, 2016**	**Effective April 1, 2017**	**Effective April 1, 2018**	**% INCREASE**
Development Charges					
Residential					
Single, Semi-detached	each	$ 5,088.35	$ 5,276.62		-100.0%
Other Multiples	each	$ 3,635.42	$ 3,769.93		-100.0%
Apartments - 2 Bedrooms or Larger	each	$ 2,643.66	$ 2,741.48		-100.0%
Apartments - Bachelor or 1 Bedroom	each	$ 1,982.49	$ 2,055.84		-100.0%

Schedule D

Cemetery

Fees and Charges (excluding HST)

Description	Unit	2016 Amount	02/17/2016 Amount	2017 Amount	2018 Amount	% INCREASE
Purchase of Interment Rights and care and maintenance						
Interment Rights	each	$330.00	$720.00	$720.00	$720.00	0.0%
Care and Maintenance	each	$250.00	$480.00	$480.00	$480.00	0.0%
Interment Rights (additional adjoining grave) *NEW	each		$600.00	$600.00	$600.00	0.0%
Care & Maintenance (additional adjoining grave) *NEW	each		$400.00	$400.00	$400.00	0.0%
Interment Rights (additional non-adjoining grave) *NEW	each		$720.00	$720.00	$720.00	0.0%
Care & Maintenance (additional non-adjoining grave) *NEW	each		$480.00	$480.00	$480.00	0.0%
Cremation lots	each	$99.00	$250.00	$250.00	$250.00	0.0%
Care and Maintenance	each	$150.00	$250.00	$250.00	$250.00	0.0%
Interment						
Adult - standard	each	$550.00	$650.00	$650.00	$650.00	0.0%
Child	each	$275.00	$325.00	$325.00	$325.00	0.0%
Infant	each	$275.00	$325.00	$325.00	$325.00	0.0%
Cremated Remains	each	$275.00	$325.00	$325.00	$325.00	0.0%
Disenterment / Exhumation						
Adult - standard	each	$550.00	$2,000.00	$2,000.00	$2,000.00	0.0%
Cremated Remains *NEW	each		$500.00	$500.00	$500.00	0.0%
Columbaria Fees						
Bottom Row	each	$935.00	$935.00	$935.00	$935.00	0.0%
Bottom Row- Care and Maintenance	each	$165.00	$165.00	$165.00	$165.00	0.0%
Second Row	each	$1,020.00	$1,020.00	$1,020.00	$1,020.00	0.0%
Second Row- Care and Maintenance	each	$180.00	$180.00	$180.00	$180.00	0.0%
Third Row	each	$1,105.00	$1,105.00	$1,105.00	$1,105.00	0.0%
Third Row- Care and Maintenance	each	$195.00	$195.00	$195.00	$195.00	0.0%
Top Row	each	$1,232.50	$1,232.50	$1,232.50	$1,232.50	0.0%
Top Row- Care and Maintenance	each	$217.50	$217.50	$217.50	$217.50	0.0%

Schedule D

Cemetery

Fees and Charges (excluding HST)

Description	Unit	2016 Amount	02/17/2016 Amount	2017 Amount	2018 Amount	% INCREASE
Extra Charges						
Monument Care Fund - Flat marker (smaller than 1,116.13 sq cm / 173 sq in.)	each	$0.00	$0.00	$0.00	$0.00	#DIV/0!
Monument Care Fund - Flat marker (1,116.23 sq cm / 173 sq in. or larger)	each	$50.00	$50.00	$50.00	$50.00	0.0%
Monument Care Fund - Upright marker (1.49 sq m / 16 sq ft or smaller, including the base)	each	$100.00	$100.00	$100.00	$100.00	0.0%
Monument Care Fund - Upright marker (larger than 1.49 sq m / 16 sq ft. including the base)	each	$200.00	$200.00	$200.00	$200.00	0.0%
Sundays & Municipal Holiday Interments	each	$300.00	$300.00	$300.00	$300.00	0.0%
Foundation layout fee	each	$60.00	$60.00	$60.00	$60.00	0.0%
Snow Removal	each	$60.00	$60.00	*	*	
Winter Burial - Full Interment (December 1st to March 31)	each	$700.00	$800.00	*	*	
Winter Burial - Cremated Remains (December 1st to March 31)	each	$100.00	$100.00	*	*	
Park Benches	each	$1,000.00	$1,000.00	$1,400.00	$1,400.00	0.0%
Engraving of Niche Plate	each	$285.00	$350.00	$350.00	$350.00	0.0%
Transfer Fee						
Transfer Fee (Certificate picked-up at Township Office)	each	$10.00	$50.00	$50.00	$50.00	0.0%
Registered Mail Fee	each	$12.00	$12.00	$12.00	$12.00	0.0%

* Actual fees incurred by the Township in relation to the specific incident/request + 15%

					Schedule E
Community Services - Indoor Facilities					
May 1st to April 30th					
Fees and Charges (including HST)					
Description	**Unit**	**Effective May 1, 2016**	**Effective May 1, 2017**	**Effective May 1, 2018**	**% Increase**
Arena					
**Prime Time - Minor Groups	per hour	$125.00	$130.00	$135.00	3.8%
**Prime Time - All Others	per hour	$175.00	$180.00	$185.00	2.8%
Non-Prime Time - Minor Groups	per hour	$65.00	$70.00	$75.00	7.1%
Non-Prime Time - All Others	per hour	$90.00	$100.00	$105.00	5.0%
Arena Floor Rental (Dances, Trade Shows)	per hour	$155.00	$160.00	$165.00	3.1%
Arena Floor Rental (Dances, Trade Shows)	full day	$620.00	$625.00	$650.00	4.0%
Arena Floor Rental (Recreation, Sports)	per hour	$40.00	$45.00	$48.00	6.7%
**Prime Time ice rentals are M-F 5-10 p.m. and weekends 8 a.m. - 10 p.m.					
Recreational Program					
Public Skating - Adult	per person	no charge	no charge	no charge	
Public Skating - Child Elementary School Age	per person	no charge	no charge	no charge	
Public Skating - Pre-School	per person	no charge	no charge	no charge	
Parents & Tots	per person	no charge	no charge	no charge	
Sponsored Public Skating	per hour	$90.00	$100.00	$100.00	0.0%
School Skating Program	per hour	$40.00	$40.00	$45.00	12.5%
Ticket Ice (minimum with 1 to 4 skaters)	per hour	$45.00	$45.00	$45.00	0.0%
Ticket Ice (exceeding 4 skaters)	per skater	$10.00	$10.00	$10.00	0.0%
Shinny Hockey (adult)	per skater/hour	$10.00	$10.00	$10.00	0.0%
Shinny Hockey (child - under age 18)	per skater/hour	$5.00	$5.00	$5.00	0.0%
Birthday Specials:					
1 hour of ice time (based on availability) and 1 hour in Room A	per event	$65.00	$70.00	$75.00	7.1%
1 hour of ice time (based on availability) and 1 hour in Hall	per event	$90.00	$100.00	$105.00	5.0%
Advertising					
Ice Logo (sponsor must supply logo at their cost)		$500.00	$500.00	$500.00	0.0%
Arena Board Advertising (sponsor must supply logo at their cost)		$500.00	$500.00	$500.00	0.0%
Wall Advertising (sponsor must supply logo at their cost)		$300.00	$300.00	$300.00	0.0%

					Schedule E
Community Services - Indoor Facilities					
May 1st to April 30th					
Fees and Charges (including HST)					
Description	**Unit**	**Effective May 1, 2016**	**Effective May 1, 2017**	**Effective May 1, 2018**	**% Increase**
Community Centre Halls					
Plattsville Community Hall	per hour	$50.00	$55.00	$60.00	9.1%
Plattsville Community Hall	daily	$200.00	$210.00	$220.00	4.8%
Plattsville Community Hall (Together with Ice Event)	daily	$100.00	$110.00	$120.00	9.1%
Plattsville Community Hall (Buck & Doe)	daily	$500.00	$520.00	$530.00	1.9%
Decorating Set-up (for daily events only - prior to day of decorating set-up of event based on availability)	per event	$100.00	$110.00	$120.00	9.1%
Plattsville Community Hall - Room A	per hour	$25.00	$30.00	$35.00	16.7%
Plattsville Community Hall - Room A	daily	$100.00	$110.00	$120.00	9.1%
Plattsville Community Hall - Room B	per hour	$25.00	$30.00	$35.00	16.7%
Plattsville Community Hall - Room B	daily	$100.00	$110.00	$120.00	9.1%
Princeton Centennial Hall - Fireside Room	per hour	$25.00	$30.00	$35.00	16.7%
Princeton Centennial Hall - Fireside Room	daily	$100.00	$110.00	$120.00	9.1%
Princeton Centennial Hall - Main Hall	per hour	$90.00	$100.00	$110.00	10.0%
Princeton Centennial Hall - Main Hall	daily	$360.00	$370.00	$380.00	2.7%
Princeton Centennial Hall - Main Hall (Buck & Doe)	daily	$500.00	$520.00	$530.00	1.9%
Decorating Set-up (for daily events only - prior to day of decorating set-up of event based on availability)	daily	$180.00	$190.00	$200.00	5.3%
Kitchen Use	daily	$75.00	$80.00	$85.00	6.3%

					Schedule F
Community Services - Outdoor Facilities & Parks					
May 1st to April 30th					
Fees and Charges (including HST)					
		FIELD CLASSIFICATION			
Description	**Unit**	**A**	**B**	**C**	**D**
Ball Diamonds					
Adult	per game	$20.00	$20.00	$17.00	n/a
Affiliated Minor	per game	$14.00	$14.00	$12.00	$12.00
Adult Tournament First Game/Diamond	per day	$20.00	$20.00	$17.00	n/a
Adult Tournament Extra Game/Diamond	per game	$17.00	$17.00	$15.00	n/a
Afiliated Minor Tournament First Game/Diamond	per day	$14.00	$14.00	$12.00	$12.00
Afiliated Minor Tournament Extra Game/Diamond	per game	$11.00	$11.00	$11.00	$11.00
Optional Tournament Grooming	per groom	$22.00	$22.00	$22.00	$22.00
Optional Use of Lights	per game	$7.00	n/a	$7.00	$7.00
Ball Diamond Fence Advertising (sponsor must supply sign at their costs, size, location and content must be approved)	yearly				$300.00
Description	**Unit**	**Effective May 1, 2016**	**Effective May 1, 2017**	**Effective May 1, 2018**	**% Increase**
Soccer Pitches - based upon 90 minute games					
Adult Permit	per game	$12.00	$12.00	$13.00	8.3%
Adult Tournament	per day	$72.00	$72.00	$75.00	4.2%
Affiliated Minor	per game	$8.00	$8.00	$9.00	12.5%
Affiliated Minor Tournament	per day	$48.00	$48.00	$50.00	4.2%
Park Permit Fees					
Pavillion Day Permit	per day	$72.00	$72.00	$75.00	4.2%
Open Park Space Event Day Permit	per day	$72.00	$72.00	$75.00	4.2%

					Schedule H
Building Services					
Fees and Charges (HST Exempt)					
Description	**Unit**	**2016**	**2017**	**2018**	**%**
		Amount	**Amount**	**Amount**	**Increase**
Sewer Connection	each	$50.00	$50.00	$50.00	0.0%
Water Connection	each	$50.00	$50.00	$50.00	0.0%
Plumbing Inspection Only - Basic	each	$50.00	$50.00	$50.00	0.0%
Plumbing Inspection - Per Fixture	each	$10.00	$10.00	$10.00	0.0%
Sign Installation	each	$150.00	$150.00	$150.00	0.0%
Change of Use Permits	each	$100.00	$100.00	$100.00	0.0%
Temporary Structure	each	$100.00	$100.00	$100.00	0.0%
All Designated Structures	each	$350.00	$350.00	$350.00	0.0%
Tents	each	No Charge	No Charge	No Charge	
Demolition Permit - Non Farm Structures	each	$50.00	$50.00	$50.00	0.0%
New Residential Unit Building Permit - Basic	each	$125.00	$125.00	$125.00	0.0%
New Residential Unit Building Permit - Square Foot Charge	sq. ft.	$1.25	$1.25	$1.25	0.0%
Residential Addition Building Permit - Basic	each	$125.00	$125.00	$125.00	0.0%
Residential Addition Building Permit - Square Foot Charge	sq. ft.	$1.25	$1.25	$1.25	0.0%
Residential Renovation Building Permit	each	$150.00	$150.00	$150.00	0.0%
Carports / Garages Building Permit - Basic	each	$125.00	$125.00	$125.00	0.0%
Carports / Garages Building Permit - Square Foot Charge	sq. ft.	$0.20	$0.20	$0.20	0.0%
Storage or Garden Sheds Building Permit - Basic	each	$125.00	$125.00	$125.00	0.0%
Storage or Garden Sheds Building Permit - Square Foot Charge	sq. ft.	$0.20	$0.20	$0.20	0.0%
Storage or Garden Sheds (under 108 square ft.)	each	No Charge	No Charge	No Charge	
Decks/Porches - Basic	each	$125.00	$125.00	$125.00	0.0%
Decks/Porches - Square Foot Charge	sq. ft.	$0.20	$0.20	$0.20	0.0%
Uncovered Wood Decks/Porches Less Than 2'-0" Above Grade	each	No Charge	No Charge	No Charge	
Swimming Pools Note: Decks as per fee schedule	each	$150.00	$150.00	$150.00	0.0%
Wood burning stoves, appliances, fireplaces & fireplace inserts	each	$150.00	$150.00	$150.00	0.0%
New Animal & Poultry Housing Building Permit - Basic	each	$125.00	$125.00	$125.00	0.0%
New Animal & Poultry Housing Building Permit - Square Foot Charge	sq. ft.	$0.20	$0.20	$0.20	0.0%
Agricultural Addition Building Permit - Basic	each	$125.00	$125.00	$125.00	0.0%
Agricultural Addition Building Permit - Square Foot Charge	sq. ft.	$0.20	$0.20	$0.20	0.0%
Agricultural Renovations Building Permit	each	$150.00	$150.00	$150.00	0.0%
Implement and Storage Shed Building Permit - Basic	each	$125.00	$125.00	$125.00	0.0%

Schedule H

Building Services

Fees and Charges (HST Exempt)

Description	Unit	2016 Amount	2017 Amount	2018 Amount	% Increase
Implement and Storage Shed Building Permit - Square Foot Charge	sq. ft.	$0.20	$0.20	$0.20	0.0%
Liquid/Solid Manure Storage Structures Building Permit - Basic	each	$125.00	$125.00	$125.00	0.0%
Liquid/Solid Manure Storage Stucture - Square Foot Charge	sq. ft.	$0.10	$0.10	$0.10	0.0%
Horizontal Bunk Silos Building Permit - Basic	each	$125.00	$125.00	$125.00	0.0%
Horizontal Bunk Silos Building Permit - Square Foot Charge	sq. ft.	$0.10	$0.10	$0.10	0.0%
Vertical Silos, Grain Bins, Etc.	each	$150.00	$150.00	$150.00	0.0%
New Commercial, Industrial & Institutional Buildings - Basic	each	$125.00	$125.00	$125.00	0.0%
New Commercial, Industrial & Institutional Buildings - Square Foot Char	sq. ft.	$1.25	$1.25	$1.25	0.0%
Addition to Commercial, Industrual, & Institutional Building - Basic	each	$125.00	$125.00	$125.00	0.0%
Addition to Commercial, Industrual, & Institutional Building	sq. ft.	$1.25	$1.25	$1.25	0.0%
Renovation to Commercial, Industrial, & Institutional Buildings	each	$350.00	$350.00	$350.00	0.0%
Greenhouses - Basic	each	$125.00	$125.00	$125.00	0.0%
Greenhouses - Square Foot Charge	sq. ft.	$0.10	$0.10	$0.10	0.0%
Review of drawings after the permit has been issued due to changes made on site PRIOR to being approved by the CBO		$250.00	$250.00	$250.00	0.0%
Photocopy of building permit plans and specifications	each	$25.00	$25.00	$25.00	0.0%
DEPOSITS:					
Engineering Letter	each	$500.00	$500.00	$500.00	0.0%
Lot Grading	each	$1,500.00	$1,500.00	$1,500.00	0.0%
Hard Surfacing of Driveway	each	$1,000.00	$1,000.00	$1,000.00	0.0%
* No change in building fees at this time, may change as of April 1, 2018, when Development Charges also change.					

						Schedule G
Protective Services						
Fees and Charges (excluding HST)						
Description		**Unit**	**2016**	**2017**	**2018**	**%**
			Amount	**Amount**	**Amount**	**Increase**
Fire Inspection						
Fire Inspection		per hour	$75.00	$80.00	$85.00	6.3%
Fire Inspection Admin Fee		each	$50.00	$55.00	$55.00	0.0%
Liquor Licenses and Occupancy Loads						
Fire Inspection		per hour	$75.00	$80.00	$85.00	6.3%
Fire Inspection Admin Fee		each	$50.00	$55.00	$55.00	0.0%
Fire Chief's Letters to Lawyers or Insurance Company		each	$75.00	$80.00	$85.00	6.3%
Fire Department Compliance Letter		each		$60.00	$85.00	41.7%
By-Law Compliance Letter		each		$15.00	$85.00	466.7%
Copies of Fire Reports		each	$50.00	$55.00	$55.00	0.0%
Response to Motor Vehicle Accidents and Vehicle Fires (HST Exempt)						
(Chargeable to the registered owner of the vehicle)						
Non-Resident						
Minimum Charge up to 1st hour per Fire Apparatus		each *	$450.00	$459.45	$465.00	1.2%
Resident						
No Charge						
Motor Vehicle Accident Response-Provincial Highway (HST Exempt)						
(Chargeable to Ministry of Transportation for all						
provincial highway accident responses)						
Minimum Charge up to 1st hour per Fire Apparatus		each *	$450.00	$459.45	$465.00	1.2%

Description		Unit	2016 Amount	2017 Amount	2018 Amount	% Increase
Fire Response -Indemnification Technology						
Current MTO rates, plus personnel /hour rates ,and any cost						
incurred by the Municipality						
Minimum Charge up to 1st hour per Fire Apparatus		each *	$450.00	$459.45	$465.00	1.2%
Refilling SCBA air bottles		each	$20.00	$20.00	$20.00	0.0%
Fire Response - Hazardous Materials Clean Up						
As outlined in the Environment Protection Act, RSO 1990					Actual Costs	
Fire Response - Natural Gas Leak,						
Caused directly by a person or company						
Minimum Charge up to 1st hour per Fire Apparatus		each *			$ 465.00	
Burn Permit					no charge	
Fire Response - Open Air Burning						
Illegal or Unauthorized Fire						
1st Offense					no charge	
2nd or Additional Offences		each *			$ 465.00	
Minimum Charge up to 1st hour per Fire Apparatus						
Fire Response - Preventable Fire Alarm Panel Alarms						
1st Offense					no charge	
2nd or Additional Offences		each *			$ 465.00	
Minimum Charge up to 1st hour per Fire Apparatus						
Fire Response - False Fire Alarm						
When work is performed on a fire alarm system and the						
owner/technician fails to notify Fire Department						
Minimum Charge up to 1st hour per Fire Apparatus		each *			$ 465.00	
Description		**Unit**	**2016**	**2017**	**2018**	**%**

			Amount	Amount	Amount	Increase
Fire Response - Smoke/Co Alarms						
Fail to return loaner alarm to Fire Department (within one week)		each			$ 50.00	
Fire Response - Fire Watch or Stand By						
As authorized by Fire Chief					100% of cost recovery	
Minimum Charge up to 1st hour per Fire Apparatus		each *			$ 465.00	
Review of Fire Works Display Application		each			$ 125.00	
Review of Application for Pyrotechnics display						
Including a site inspection and review of Fire Safety Plan					$ 200.00	
Review of Risk Safety Management Plan for Propane Storage						
As required by the Regulatory Amendments to O.Reg 211/01 of the TSS Act, 2000 for small facilities (less than 5000 USGW)					$100.00 + actual cost of engineer / other firm (if necessary)	
Review of Risk Safety Management Plan for Propane Storage						
As required by the Regulatory Amendments to O.Reg 211/01 of the TSS Act, 2000 for medium and large facilities					$250.00 + actual cost of engineer / other firm (if necessary)	
* **As set by MTO**						

					Schedule I
Building Services - Planning					
Fees and Charges (HST Exempt)					
Description	**Unit**	**2016 Amount**	**2017 Amount**	**2018 Amount**	**% Increase**
Zoning By-law Amendment Application	each	$500.00	$500.00	$500.00	0.0%
Minor Variance Application	each	$400.00	$400.00	$400.00	0.0%
By-law/Fire Compliance Information	each	$75.00	$75.00	$75.00	0.0%
Zoning Compliance Information	each	$35.00	$35.00	$50.00	42.9%
Building Compliance Information	each	$50.00	$50.00	$50.00	0.0%
Drainage Compliance Information	each	$35.00	$35.00	$50.00	42.9%
Sign Minor Variance Application	each	$300.00	$300.00	$300.00	0.0%
Site Plan Agreement Application	each	$400.00	$400.00	$400.00	0.0%
Site Plan Agreement Amendment	each	$400.00	$400.00	$400.00	0.0%
Environmental Site Assessment Letter	each	$70.00	$70.00	$70.00	0.0%
Confirmation of uses permitted in zone letters	each	$70.00	$70.00	$70.00	0.0%
Communication Tower Application	each	$400.00	$400.00	$400.00	0.0%
In addition to the above applications fees the applicant shall pay all external costs incurred by the municipality in respect of the Planning Application					
DEPOSITS:					
Garden Suite Agreement	each	$1,000.00	$1,000.00	$1,000.00	0.0%
Agreement to construct a new single family dwelling while current owners are living in the existing single family dwelling	each	$5,000.00	$5,000.00	$5,000.00	0.0%
Site Plan Agreement (re: completion of site work per agreement)	each	$2,000.00	$2,000.00	$2,000.00	0.0%
Sub-Division Agreement	each	As per agreement			
Bunkhouse Agreement	each	As per agreement			
Discretionary Agreement	each	As per agreement			

					Schedule J
Public Works - Roads					
Fees and Charges (excluding HST)					
Description	**Unit**	**2016 Amount**	**2017 Amount**	**2018 Amount**	**% Increase**
Installation of Entrance Culverts	each	$970.00	$980.00	$1,000.00	2.0%
Curb Cut	each	$310.00	$350.00	$360.00	2.9%
Moving a Structure along Municipal Roads to Relocate Structure	each	$33.00	$35.00	$35.00	0.0%
Snow Removal for City of Woodstock					
Blandford Rd (Oxford Rd 2 to Twp. Rd. 3)					
Snow Plowing	per operation	$21.50	$22.00	$22.50	2.3%
Snow Plowing / Sand / Salting	per operation	$78.00	$79.00	$80.00	1.3%
Sand /Salting	per operation	$60.00	$61.00	$62.00	1.6%
Tandem Axle Truck Rental	hour	$59.50	$60.00	$65.00	8.3%
One Ton Truck Rental	hour	$27.75	$28.00	$30.00	7.1%
1/2 Ton Pickup Rental	hour	$16.00	$16.25	$16.50	1.5%
Grader Rental summer	hour	$64.50	$65.00	$66.00	1.5%
Grader Rental winter	hour	$69.50	$70.00	$75.00	7.1%
Loader or Backhoe Rental	hour	$43.00	$43.50	$45.00	3.4%
Brush Depot - Labour	hour	$32.50	$33.00	$33.50	1.5%
Civic Address Signs & Posts	each	$35.00	$35.50	$36.50	2.8%
Laying a private drain across Township Road Allowance		Separate Agreement			
Laying utility lines along, under, in or upon municipal roads		Separate Agreement			

THE CORPORATION OF THE

TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER **2042-2017**

Being a By-law to confirm the proceedings of Council.

WHEREAS by Section 5 of the *Municipal Act* 2001, S.O. 2001, c.25, the powers of a municipal corporation are to be exercised by its Council.

AND WHEREAS by Section 11 of the *Municipal Act* 2001, S.O. 2001, c.25, the powers of every Council are to be exercised by by-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Blandford-Blenheim at this meeting be confirmed and adopted by by-law;

NOW THEREFORE the Council of the Corporation of the Township of Blandford-Blenheim hereby enacts as follows:

1. That the actions of the Council of the Corporation of the Township of Blandford-Blenheim in respect of each recommendation contained in the reports of the Committees and each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Blandford-Blenheim, at this meeting held on December 6, 2017 is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.

2. That the Mayor and proper officials of the Corporation of the Township of Blandford-Blenheim are hereby authorized and directed to do all things necessary to give effect to the actions of the Council referred to in the proceeding section hereof.

3. That the Mayor and the CAO / Clerk be authorized and directed to execute all documents in that behalf and to affix thereto the seal of the Corporation of the Township of Blandford-Blenheim.

By-law read a first and second time this 6th day of December, 2017.

By-law read a third time and finally passed this 6th day of December, 2017.

MAYOR
MARION WEARN

CAO / CLERK
RODGER MORDUE