

TOWNSHIP OF BLANDFORD-BLENHEIM

COUNCIL MEETING AGENDA - *Amended*

Wednesday April 4, 2018
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. [March 21, 2018 Meeting of Council](#)

6. Business Arising from the Minutes

7. Delegations/Presentations

a. [Brian Donlevy, Relay for Life 2018](#)

8. Public Meeting

a. Public Meeting Under the Planning Act

i. [Application for Zone Change, ZN 1-17-13, Drumbo Developments Corporation](#)

Recommendation:

That the Council of the Township of Blandford-Blenheim approve the zone change application File No. ZN 1-17-13, submitted by Drumbo Developments Corporation (Joe Nunes), for lands described as Lots 2 - 4, 9 - 18, 20 - 52, 54, 56, 57, 59 - 61 & 65, 41M-266, Township of Blandford-Blenheim, to rezone the subject lands from 'Residential Type 1 Zone (R1)' to 'Special Residential Type 1 Zone (R1-14)' to increase the maximum total lot coverage from 30% to 40% of the lot area, as well as reduce the minimum required rear and front yard depths from 7.5 m (24.6 ft) to 7 m (22.9 ft).

9. Correspondence

a. General

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None.

b. Specific

- i. [Oxford County, David Mayberry, Warden – High Speed Rail Environment Terms of Reference Notice of Commencement](#)

Recommendation:

That the Council of the Township of Blandford-Blenheim request the Province of Ontario to commit to a High Speed Rail Environmental Assessment Terms of Reference that, as required under the Environmental Assessment Act, explicitly include the full and comparative assessment of alternatives to HSR including the optimization of existing rail corridors such as the High Performance Rail (HPR) alternative;

And further, that the Premier of Ontario, the Minister of Transportation, the Minister of Environment and Climate Change and the Executive Director, High Speed Rail Programs, MTO be so advised.

- ii. [Drumbo Firefighters Association - Firefighters Co-ed Slo Pitch Tournament](#)

Recommendation:

That the Council of the Township of Blandford-Blenheim declare the Drumbo Firefighters Association June 16, 2018 Tournament at Drumbo Park an event of municipal significance.

10. Staff Reports

a. Jim Harmer, Drainage Superintendent

- i. [DS-18-04, Monthly Report](#)

Recommendation:

That Report DS-18-04 be received as information.

b. Jim Borton, Director of Public Works

- i. [PW-18-04, Monthly Report](#)

Recommendation:

That report PW-18-04 be received as information.

c. Community Services Department

- i. [CS-18-03, Monthly Report](#)

Recommendation:

That Report CS-18-03 be received as information.

d. Denise Krug, Director of Financial Services

i. [TR-18-09, RFP for Audit Services](#)

Recommendation:

That Report TR-18-09 be received as information;

And further that Scrimgeour & Company CPA Professional Corporation be appointed as Auditor for the Township of Blandford-Blenheim for 2018 to 2022 at an annual fee of \$19,500 for the annual audit and \$2,500 for the EFIR plus applicable taxes, with an annual increase equal to the CPI.

e. Rodger Mordue, Chief Administrative Officer/Clerk

i. [CAO-18-04, Main Street Revitalization Initiative](#)

Recommendation:

That Report CAO-18-04 be received as information.

ii. [CAO-18-05, Pay Equity Consultant](#)

Recommendation:

That report CAO-18-05 be received; and,

That Barcon Consulting Inc. be retained to complete an update of the Township Pay Equity plan and market review at a cost of \$14,000 plus expenses and applicable taxes.

11. Reports from Council Members

12. Unfinished Business

13. Motions and Notices of Motion

14. New Business

15. Closed Session

16. By-laws

a. [2062-2018](#)

Being a By-law to amend Zoning By-law Number 1360-2002, as amended.
(Drumbo Developments Corporation)

b. [2063-2018](#)

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

17. Other

18. Adjournment and Next Meeting

Wednesday, April 18, 2018 at 4:00 p.m. in Council Chambers.

Township of Blandford-Blenheim
Regular Council Meeting
Wednesday, March 21, 2018 4:00 p.m.

MINUTES

Council met at 4:00 p.m. for their second regular meeting of the month.

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

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

Other: Smith, Oxford County Planner

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 revised agenda for the March 21, 2018 Meeting of Council, be approved as printed and circulated, with the addition of item 10. b. i.

.Carried

4. Disclosure of Pecuniary Interest

None.

5. Adoption of Minutes

RESOLUTION #2

Moved by – Councillor Peterson
Seconded by – Councillor Balzer

Be it hereby resolved that the minutes of the March 7, 2018 Meeting of Council be adopted, as printed and circulated.

.Carried

6. Business Arising from the Minutes

None.

7. Delegations

None.

8. Presentations

None.

9. Public Meeting

a. Public Meeting Under the Planning Act

RESOLUTION #3

Moved by – Councillor Peterson
Seconded by – Councillor Balzer

Be it hereby resolved that council rise and go into a Public Meeting under the Planning Act to consider applications for zone change ZN 1-17-12, Bakkerdale Farms Limited, ZN 1-18-01, A & L Brodie Holdings Inc. and ZN 1-18-02, Filip & Bozanka Dujin, and that Mayor Wearn Chair the Public Meeting.

.Carried

i. Application for Zone Change, ZN 1-17-12, Bakkerdale Farms Limited

The Planner presented the report. No one present spoke for or against the application.

ii. Application for Zone Change, ZN 1-18-01, A & L Brodie Holdings Inc.

The Planner presented the report. Victor Labreche, Labreche Paterson Associates spoke in support of the application. Mr. Labreche spoke to the importance of being in conformity with the Provincial Policy Statement even when the County Official Plan has not yet been updated. He also stated the positive economic impact the application would have on the Township. He also noted that other similar operations are at a similar scale in size. Bernia Wheaton, Rural Oxford Economic Development Corporation spoke in favour of the application. She spoke of the difficulty in finding a property already zoned for this use. She spoke to the requirement for the 10 acres in order to conduct proper business.

iii. Application for Zone Change, ZN 1-18-02, Filip & Bozanka Dujin

The Planner presented the report. No one present spoke for or against the application.

RESOLUTION #4

Moved by – Councillor Peterson
Seconded by – Councillor Balzer

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

.Carried

RESOLUTION #5

Moved by – Councillor Peterson
Seconded by – Councillor Balzer

Be it hereby resolved that Council approve in principle the zone change application submitted by Bakkerdale Farms Limited, whereby the lands described as Part Lot 22, Concession 9 (Blenheim), Township of Blandford-Blenheim, are to be rezoned from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-Sp)' to fulfill a condition of Consent Application B17-64-1 and recognize the proposed rural residential use of the lands.

.Carried

RESOLUTION #6

Moved by – Councillor Peterson
Seconded by – Councillor Balzer

Be it hereby resolved that Council approve in principle zone change application File No. ZN 1-18-01 submitted by A & L Brodie Holdings Inc, for lands described as Part Lot 11, Concession 11 (Blandford), Township of Blandford-Blenheim, to rezone the subject lands from 'Limited Agricultural Zone (A1)' to 'Agri-Business Zone (AB)' to permit a farm implement dealer.

.Carried

RESOLUTION #7

Moved by – Councillor Balzer
Seconded by – Councillor Peterson

Be it hereby resolved that Council approve the zone change application File No. ZN 1-18-02, submitted by Filip & Bozanka Dujin, for lands described as Part of Lot 4, Concession 10 (Blandford), in the Township of Blandford-Blenheim, to permit a temporary 'farm equipment repair shop' for an additional three (3) year period, expiring March 31, 2021.

.Carried

10. Correspondence

a. General

None.

b. Specific

- i. Phil Bourdeau, Plattsville Lion's Club, Re: Declaration of the Township Family Fun Day as an Event of Municipal Significance

RESOLUTION #8

Moved by – Councillor Balzer
Seconded by – Councillor Peterson

Whereas Regulation 389/91 of the Liquor License Act was amended in 2011;
and,

Whereas Regulations require that an applicant for a Special Occasion Permit for a Public Event request the municipality to designate the event as an event of municipal significance;

BE IT HEREBY RESOLVED that the Blandford-Blenheim Family Fun Day organized by the Plattsville Lions Club for June 23, 2018 be declared an event of municipal significance.

.Carried

11. Staff Reports

a. Rick Richardson, Director of Protective Services

- i. FC-18-08, February Monthly Report

RESOLUTION #9

Moved by – Councillor Balzer
Seconded by – Councillor Peterson

Be it hereby resolved that Report FC-18-08 be received as information.

.Carried

b. John Scherer, CBO/Manager of Building Services

- i. CBO-18-06, Monthly Report

RESOLUTION #10

Moved by – Councillor Balzer
Seconded by – Councillor Peterson

Be it hereby resolved that Report CBO-18-02 be received as information.

.Carried

- ii. CBO-18-07, Septic Enforcement Agreement

RESOLUTION #11

Moved by – Councillor Balzer
Seconded by – Councillor Peterson

Be it hereby resolved that Report CBO-18-07 be received;

And further, that Council renew the septic enforcement agreement with the county of Oxford with an expiry date of August 31, 2018 and that staff commence enforcement September 1, 2018.

.Carried

c. Jim Borton, Director of Public Works

- i. PW-18-07, Bridge 51 Replacement Tender Results

RESOLUTION #12

Moved by – Councillor Balzer
Seconded by – Councillor Peterson

That Report PW-18-07 be received for information;

And further that Council accept the low bid submitted by Maloney and Pepping Construction Ltd. of Stratford for the replacement of Bridge 51 on Blenheim Road for a total of \$550,705.00 plus HST.

.Carried

- ii. PW-18-08, 2018 Gravel Tender Results

RESOLUTION #13

Moved by – Councillor Balzer
Seconded by – Councillor Peterson

That Report PW-18-08 be received for information;

And further that Council accept the tender submitted by Oxford Sand & Gravel Ltd. of Woodstock, ON for the supply, crushing and placement of approximately 25,000 Tonnes of granular “A” at a unit price of \$9.35/tonne and 3,000 Tonnes of granular “B” at a unit price of \$8.35/tonne for a total of \$292,444.00 including HST.

.Carried

- iii. PW-18-09, ¾ Pickup Truck Tender Results

RESOLUTION #14

Moved by – Councillor Banbury

Seconded by – Councillor Cowan

That Report PW-18-09 be received as information;

And further that Council accept the tender submitted by Woodstock Ford for the supply and delivery of a new 2018 F-250 SuperCab 4 x 4 pickup truck with the Diesel engine for a total amount of \$60,951.07 including HST.

.Carried

iv. PW-18-10, Flooding Slideshow

RESOLUTION #15

Moved by – Councillor Banbury
Seconded by – Councillor Cowan

That Report PW-18-10 be received as information.

.Carried

d. Denise Krug, Director of Finance

i. TR-18-07, Personal Emergency Leave

RESOLUTION #16

Moved by – Councillor Banbury
Seconded by – Councillor Cowan

That Report TR-18-07 be received as information;

And further, that Policy HR- 2018-01 be adopted, replacing the Personal Emergency Leave portion of HR-32.

.Carried

ii. TR-18-08, Request for Discount of Princeton Hall Rental Fee

RESOLUTION #17

Moved by – Councillor Cowan
Seconded by – Councillor Banbury

That Report TR-18-08 be received as information.

.Carried

12. Reports from Council Members

Councillor Peterson announced the upcoming Tyler Todd Tournament and the Drumbo Lions Auction both occurring Easter weekend, March 30th and 31st. He also pointed to the Township-wide Food Drive. The supplies are going to local families in need.

13. Unfinished Business

14. Motions and Notices of Motion

15. New Business

16. Closed Session

None.

17. By-laws

RESOLUTION #18

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:

- 2057-2018, Being a By-law to amend Zoning By-law Number 1360-2002, as amended. (Borzas)
- 2060-2018, Being a By-law to amend Zoning By-law Number 1360-2002, as amended. (Dujin)
- 2061-2018, Being a By-law to confirm the proceedings of Council.

.Carried

RESOLUTION #19

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:

- 2057-2018, Being a By-law to amend Zoning By-law Number 1360-2002, as amended. (Borzas)

- 2060-2018, Being a By-law to amend Zoning By-law Number 1360-2002, as amended. (Dujin)
- 2061-2018, Being a By-law to confirm the proceedings of Council.

.Carried

18. Other Business

19. Adjournment and Next Meeting

RESOLUTION #20

Moved by – Councillor Cowan
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 5:54 p.m.;

Be it hereby resolved that Council does now adjourn to meet again on Wednesday, April 4, 2018 at 4:00 p.m. in Council Chambers.

.Carried

Marion Wearn, Mayor
Township of Blandford-Blenheim

Rodger Mordue CAO / Clerk
Township of Blandford-Blenheim



To: Mayor and Members of Blandford-Blenheim Township Council

From: Rebecca Smith, Development Planner, Community Planning

Application for Zone Change ZN 1-17-13 – Drumbo Developments Corporation

REPORT HIGHLIGHTS

- The application for zone change proposes to rezone the subject lands from 'Residential Type 1 Zone (R1)' to 'Special Residential Type 1 Zone (R1-Sp)' to increase the maximum total lot coverage from 30% to 40% of the lot area, as well as reduce the minimum required rear and front yard depths from 7.5 m (24.6 ft) to 7 m (22.9 ft).
- The proposed zone change applies to 53 lots within an existing registered plan of subdivision, which consist of 66 lots for single detached dwellings and one local street (Peterson Street).
- The proposal is consistent with the relevant policies of the Provincial Policy Statement and County Official Plan and can be supported from a planning perspective.

DISCUSSION

Background

OWNER: Drumbo Developments Corporation (Joe Nunes)
 10795 Highway #9, Caledon ON, L7E 0G5

APPLICANT: JSW & Associates (Lawrence Rutledge)
 20 Mural Street, Richmond Hill ON, L4B 1K3

LOCATION:

The subject lands are described as Lots 2 - 4, 9 -18, 20 - 52, 54, 56, 57, 59 - 61 & 65, 41M-266, Township of Blandford-Blenheim. The lands are located on the north side of Powell Street, west of Wilmot Street North, in the Village of Drumbo.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule “C-3”	County of Oxford Settlement Strategy Plan	Serviced Village
Schedule “B-1”	Township of Blandford-Blenheim Land Use Plan	Settlement
Schedule “B-2”	Village of Drumbo Land Use Plan	Low Density Residential

TOWNSHIP OF BLANDFORD-BLENHEIM ZONING BY-LAW NO. 1360-2002:

Existing Zoning: Residential Type 1 Zone (R1)

Proposed Zoning: Special Residential Type 1 Zone (R1-Sp)

PROPOSAL:

The application for zone change proposes to rezone the subject lands from ‘Residential Type 1 Zone (R1)’ to ‘Special Residential Type 1 Zone (R1-Sp)’ to increase the maximum total lot coverage from 30% to 40% of the lot area, as well as reduce the minimum required rear and front yard depths from 7.5 m (24.6 ft) to 7 m (22.9 ft).

The proposed zone change applies to 53 vacant lots within an existing registered plan of subdivision, which consists of 66 lots for single detached dwellings and one local street (Peterson Street).

Surrounding uses include existing low density residential development to south and east, agricultural lands to the north, as well as a wastewater treatment plant and Canadian Pacific Railway to the west.

Plate 1, Location Map & Existing Zoning, shows the location of the subject property and the 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’s Sketch, provides the layout of the proposed draft plan of subdivision and identifies the lots subject to the proposed zone change.

Comments

PROVINCIAL POLICY STATEMENT

The 2014 Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Under Section 3 of the Planning Act, where a municipality is exercising its authority affecting a planning matter, such decisions “shall be consistent with” all policy statements issued under the Act.

Section 1.1.3.2 states that settlement areas shall be the focus of growth and development, and their vitality and regeneration shall be promoted. Furthermore, land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently use land and resources and existing infrastructure and public service facilities. A range of uses and opportunities for intensification and redevelopment should also be promoted where it can be accommodated in settlement areas.

Section 1.6.6.7 directs that planning for stormwater management shall minimize, or, where possible, prevent increases in contaminant loads, minimize changes in water balance and erosion, not increase risks to human health and safety and property damage, maximize the extent and function of vegetative and pervious surfaces, and promote stormwater management best practices, including stormwater attenuation and re-use, and low impact development.

Furthermore, Section 2.2.1 directs that Planning authorities shall protect, improve or restore the quality and quantity of water by ensuring stormwater management practices minimize stormwater volumes and contaminant loads, and maintain or increase the extent of vegetative and pervious surfaces.

OFFICIAL PLAN

The subject lands are located within the Village of Drumbo, which is a 'Serviced Village' according to the Settlement Strategy Plan for the County of Oxford. The lands are also located within the 'Low Density Residential' designation according to the Village of Drumbo Land Use Plan.

Section 6.2.1 (Objectives for Rural Settlement Residential Designations) states that compact urban form and residential infilling shall be promoted in all rural settlement areas, where appropriate, given the level of infrastructure available.

Further, Section 6.2.2 directs that Low Density Residential areas in Serviced Villages are those lands that are primarily developed or planned for a variety of low-rise, low density housing forms consisting of single detached, semi-detached, duplexes, converted dwellings and street fronting townhouses. In newly developing Low Density Residential areas in the Serviced Villages, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use.

According to Section 2.1.5 (Responsible Water and Waste Management) it is a strategic initiative to promote responsible water and waste management by planning for stormwater management to minimize, or where possible, prevent increases in contaminant loads, minimize, changes in water balance and erosion, not increase risks to human health and safety and property damage, maximize the extent and function of vegetative and pervious surfaces, and incorporate stormwater management practices.

ZONING BY-LAW

The subject lands are currently zoned 'Residential Type 1 Zone (R1)' according to the Township Zoning By-law. The 'R1' Zone permits a single detached dwelling and requires a minimum lot area of 450 m² (4,844 ft²) or 600 m² (6,458.6 ft²) in the case of a corner lot, a maximum total lot coverage of 30%, as well as minimum front and rear yard depths of 7.5 m (24.6 ft). It should be noted that the maximum total lot coverage includes all accessory buildings/structures on the lot.

In this case, the applicant proposes to rezone the subject lands to increase the maximum total lot coverage to 40% of the lot area, as well as reduce the minimum required rear and front yard depths to 7 m (22.9 ft).

AGENCY COMMENTS

This application was reviewed by a number of public agencies. The following comments were received.

The Township Drainage Superintendent indicated that the existing Storm Water Management Report for the original subdivision is required to be reviewed by the Township's Engineer Consultant.

The County Public Works Department has no concerns with the proposal, provided it does not interfere with the following provision of the subdivision agreement:

"Lots 20 and 21 be designated as a "Future Development" block and that within two (2) years after the build-out of 75% of the subdivision the Ministry of Environment and Energy, the County and the Township shall evaluate the odours and complaint histories of the County water and sewer plant and determine if this block can be subdivided for residential purposes."

The Township Director of Public Works and Township Director of Protective Services had no concerns regarding the proposal.

PUBLIC CONSULTATION

Notice of complete application and notice of public meeting regarding the application were circulated to surrounding property owners on January 11, 2018 and March 14, 2018. To date, no concerns have been received from the public.

Planning Review

The applicant proposes to rezone the subject lands to increase the maximum total lot coverage and reduce the minimum required rear and front yard depths.

As the proposed development is located within a designated settlement area, represents an efficient use of residential designated lands and municipal services, and is not anticipated to have any negative impacts with respect to stormwater management, the proposal is considered to be consistent with Sections 1.1.3.2, 1.6.6.7 and 2.21 of the PPS.

It is a strategic initiative of the Official Plan to promote responsible water and waste management by planning for stormwater management to minimize, or where possible, prevent increases in contaminant loads, minimize changes in water balance and erosion, not increase risks to human health and safety and property damage, maximize the extent and function of vegetative and pervious surfaces, and incorporate stormwater management practices.

An existing stormwater management facility is located at Block 67, as shown on Plate 3. In support of the proposed application the applicant submitted a revised stormwater management report, which includes consideration of the requested 40% total lot coverage and reduced front and rear yard depths. The revised report indicates that the existing stormwater management facility is adequate to accommodate the proposal, which has been confirmed by the Township's engineering consultant.

With regard to lot coverage, it should be noted that the proposed 40% lot coverage will apply to all buildings and structures on the lot, including the dwelling, covered decks and all accessory buildings/structures. In this case, as the proposed increase in lot coverage, as well as reduced front and rear yard depths, are not anticipated to impact amenity space, normal property maintenance or drainage, Planning staff are satisfied that the request can be considered appropriate.

With regard to comment received from the County Public Works Department, it should be noted that the existing subdivision agreement will continue to apply to the proposed development. As such, Lots 20 and 21 will continue to be recognized for 'Future Development, in accordance with the subdivision agreement.

In light of the foregoing, Planning staff are satisfied that the proposal is consistent with the policies of the Provincial Policy Statement and meets the general intent and purpose of the County Official Plan.

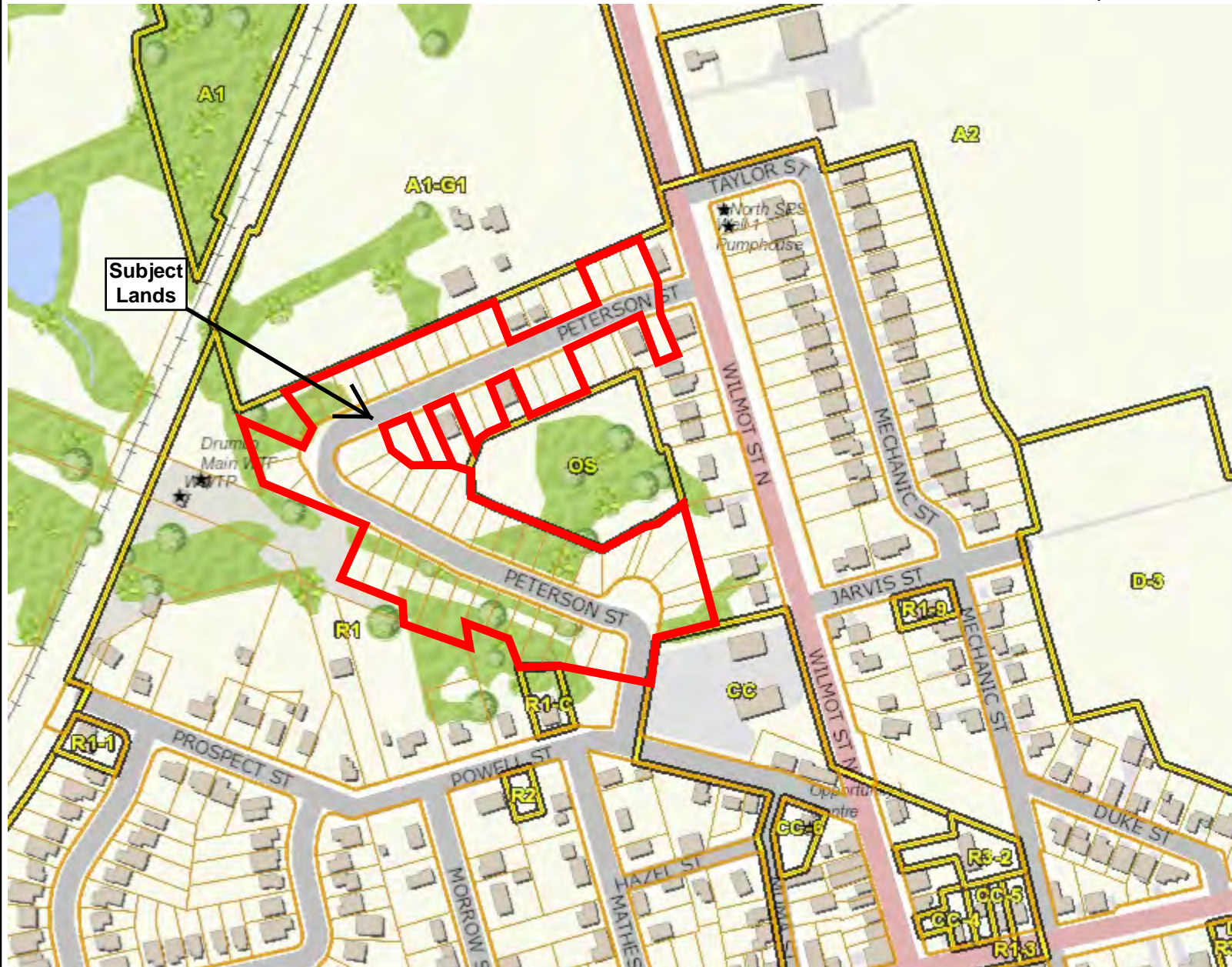
RECOMMENDATION

That the Council of the Township of Blandford-Blenheim approve the zone change application File No. ZN 1-17-13, submitted by Drumbo Developments Corporation (Joe Nunes), for lands described as Lots 2 - 4, 9 - 18, 20 - 52, 54, 56, 57, 59 - 61 & 65, 41M-266, Township of Blandford-Blenheim, to rezone the subject lands from 'Residential Type 1 Zone (R1)' to 'Special Residential Type 1 Zone (R1-14)' to increase the maximum total lot coverage from 30% to 40% of the lot area, as well as reduce the minimum required rear and front yard depths from 7.5 m (24.6 ft) to 7 m (22.9 ft).

SIGNATURES

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

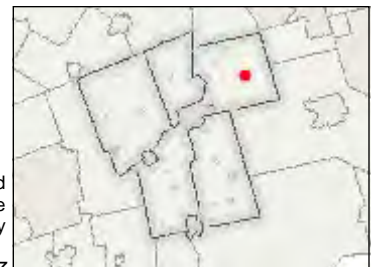
Approved for Submission: *original signed by* Eric Gilbert, MCIP, RPP
Senior Planner



Legend

- Parcel Lines
 - Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary
- 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

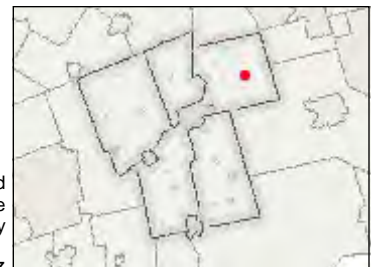
December 22, 2017



Legend

- Parcel Lines**
 - Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary
- Environmental Protection/Flood Overlay**
 - Flood Fringe
 - Floodway
 - Environmental Protection (EP1)
 - Environmental Protection (EP2)
- Zoning Floodlines/Regulation Limit**
 - 100 Year Flood Line
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- Zoning (Displays 1:16000 to 1:500)**

Notes



0 77 154 Meters

NAD_1983_UTM_Zone_17N



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December 22, 2017

CERTIFICATE OF REGISTRATION

I CERTIFY THAT THIS PLAN 41M-266 IS REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TITLES DIVISION OF OXFORD AT 10:30 O'CLOCK ON THE 11th DAY OF March, 2011, AND ENTERED IN THE REGISTER FOR P.I.N. 00282 - 0312 (LT) AND REQUIRED CONSENTS ARE REGISTERED AS PLAN DOCUMENT NO. CO 73161.

KATHLEEN DOMINGUEZ
LAND REGISTRAR

ALL OF P.I.N. 00282 - 0312 (LT) -
LOTS 22 TO 34 (BOTH INCLUSIVE) - SUBJECT TO EASEMENT AS IN INST. 374078
LOTS 22 AND 23 - SUBJECT TO EASEMENT AS IN INST. 374079
PETERSON STREET - SUBJECT TO EASEMENT AS IN INST. 374078, 374079 AND 418185

PLAN OF SUBDIVISION

OF PART OF
LOT 13
CONCESSION 7
IN THE GEOGRAPHIC
TOWNSHIP OF BLENHEIM
NOW IN THE
TOWNSHIP OF BLANDFORD - BLENHEIM
COUNTY OF OXFORD

SCALE 1:750
0 5 10 20 50 METRES

METRIC

DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

2011

T.H. BROOKS SURVEYING LTD.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYORS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 8th DAY OF FEBRUARY, 2008.

FEBRUARY 24th, 2011.
DATE

T.H. Brooks
T.H. BROOKS
ONTARIO LAND SURVEYOR

OWNER'S CERTIFICATE

THIS IS TO CERTIFY THAT:

- LOTS 1 TO 66 BOTH INCLUSIVE, BLOCKS 67, 68, 69 AND 70 AND THE STREET NAMED PETERSON STREET HAVE BEEN LAID OUT IN ACCORDANCE WITH OUR INSTRUCTIONS.
- THE STREET IS HEREBY DEDICATED TO THE CORPORATION OF THE TOWNSHIP OF BLANDFORD - BLENHEIM AS A PUBLIC HIGHWAY.

DATED THE 24th DAY OF FEBRUARY, 2011.

DRUMBO DEVELOPMENTS CORP.
WE HAVE THE AUTHORITY TO BIND THE CORPORATION

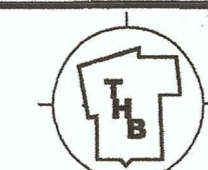
Jose Nunes
JOSE NUNES
PRESIDENT
Albertino Domingues
ALBERTINO DOMINGUES
SECRETARY

BEARING REFERENCE

BEARINGS ARE RELATED TO THE NORTH LIMIT OF PART 1, PLAN 41R-7646 WHICH HAS AN ASTRONOMIC BEARING OF N67°08'30"E.

LEGEND

- DENOTES SURVEY MONUMENT FOUND (1268) UNLESS OTHERWISE NOTED
- DENOTES SURVEY MONUMENT PLANTED 15 - UNLESS OTHERWISE NOTED
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- WIT DENOTES WITNESS
- NT DENOTES NON TANGENTIAL



T.H. BROOKS SURVEYING LTD.
ONTARIO LAND SURVEYOR
WOODSTOCK, ONTARIO
PHONE (519) 539-8089

DRAWN BY: J. STRICKLER CHECKED BY: DISK: 105 JOB No. B-7924/1

LOT	RADIUS	ARC	CHORD	BEARING
18	20.00	5.19	5.18	N 59° 42' E
19	20.00	11.04	10.90	N 36° 28' E
20	20.00	11.07	10.93	N 4° 48' E
21	20.00	12.09	11.91	N 28° 24' W
34	7.50	11.72	10.56	N 34° 31' W
36	20.00	9.95	9.85	N 8° 00' W
37	20.00	10.86	10.72	N 37° 49' W
38	20.00	12.55	12.35	N 71° 21' W
39	20.00	13.83	13.56	N 50° 38' E
39	7.50	5.31	5.20	N 51° 05' E
40	7.50	5.31	5.20	N 88° 22' W
52	10.00	16.11	14.42	N 20° 59' E
BLOCK 69	20.00	7.06	7.02	N 80° 34' E

LEGEND
 LOTS NOT TO BE REZONED TO 40% COVERAGE



(COUNTY ROAD 3)

WILMOT STREET

APPROVED UNDER SECTION 51 OF THE PLANNING ACT
R.S.O. 1990, AS AMENDED, THIS 18th
DAY OF February, 2011.

Don McLean
WARDEN, COUNTY OF OXFORD

David Mayberry, Warden

21 Reeve Street, Woodstock, ON N4S 7Y3
519.539.9800, ext. 3003 | 1.800.755.0394
www.oxfordcounty.ca

March 23, 2018

Mayor and Members of Council
Township of Blandford-Blenheim

Re: High Speed Rail Environmental Assessment Terms of Reference
Notice of Commencement

Mayor Wearn:

Please find attached my March 23, 2018 letter to Premier Wynne, Minister McGarry and Minister Ballard regarding the High Speed Rail Environmental Assessment Terms of Reference – Notice of Commencement.

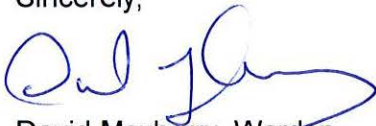
I ask that your Council confirm its support for Oxford County's position that undertaking an HSR EA Terms of Reference, as required by the Environmental Assessment Act of Ontario includes **a full and comparative assessment of alternatives**, including the optimization of existing rail corridors such as the High Performance Rail (HPR) alternative. In doing so I respectfully and specifically ask that your Council adopt the following resolution:

That Council request the Province of Ontario commit to a High Speed Rail Environmental Assessment Terms of Reference that, as required under the Environmental Assessment Act, explicitly include the full and comparative assessment of alternatives to HSR including the optimization of existing rail corridors such as the High Performance Rail (HPR) alternative;

And further, that the Premier of Ontario, the Minister of Transportation, the Minister of Environment and Climate Change and the Executive Director, High Speed Rail Programs, MTO be so advised.

My sincere thank you in advance for your support.

Sincerely,



David Mayberry, Warden
Attach.

Cc: The Honourable Kathleen Wynne, Premier of Ontario
The Honourable Kathryn McGarry, Minister of Transportation, Ontario
The Honourable Chris Ballard, Minister of the Environment and Climate Change, Ontario



David Mayberry, Warden

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March 23, 2018

The Honourable Kathleen Wynne, Premier of Ontario

The Honourable Kathryn McGarry, Minister of Transportation, Ontario

The Honourable Chris Ballard, Minister of the Environment and Climate Change, Ontario

Re: High Speed Rail Environmental Assessment Terms of Reference – Notice of Commencement

Dear Premier Wynne, Minister McGarry and Minister Ballard:

The Ministry of Transportation has issued a Notice of Commencement for the High Speed Rail Environmental Assessment (EA) Terms of Reference (Attachment 1) in accordance with the requirements of the *Environmental Assessment Act*. As articulated in the commencement notice, ***“Topics that are addressed within a Terms of Reference include: project study area; purpose and description of the project; alternatives that will be examined; a description of the existing environment and the potential environmental effects of the project; approach to assessment and evaluation of alternatives; mitigation commitments; and a consultation plan.”***

At its meeting on March 14, 2018, Oxford County Council affirmed Oxford County's position on the HSR EA as outlined in my January 18, 2018 letter (Attachment 2) through the adoption of the following resolution:

That the Ministry of Transportation correspondence dated February 27, 2018 regarding the High Speed Rail (HSR) Environmental Assessment (EA) Terms of Reference – Notice of Commencement be received;

And further, that the County of Oxford respectfully and unequivocally expects, as is required under the Environmental Assessment Act, the proposed HSR EA Terms of Reference to explicitly include a full and comparative assessment of the High Performance Rail alternative as outlined in Warden Mayberry's January 18, 2018 letter to Premier Wynne, Minister Del Duca (then Minister of Transportation) and Minister Ballard (Minister of the Environment and Climate Change);

And further, that the Premier of Ontario, the Minister of Transportation, the Minister of the Environment and Climate Change, the Leader of the PC Party of Ontario, the Leader of the Ontario New Democratic Party, the Leader of the Green Party of Ontario, Ernie Hardeman (MPP Oxford), and the Executive Director of High Speed Rail be so advised.

Please ensure that Ministry of Transportation staff are directed to develop an HSR EA Terms of Reference that meets the Premier's May 19, 2017 commitment to a "comprehensive environmental assessment". A "comprehensive environmental assessment" as required by the *Environmental Assessment Act* of Ontario includes **a full and comparative assessment of alternatives** and should therefore include the optimization of existing rail corridors to a High Performance Rail (HPR) operating standard.

We look forward to your favourable response.

Sincerely,



David Mayberry, Warden
Attach.

Cc: Arthur Potts, MPP, Parliamentary Assistant to Minister of Transportation Ontario Doug Ford, Leader of the Ontario PC Party Andrea Horwath, Leader of the Ontario NDP, Mike Schreiner, Leader of the Green Party of Ontario, Mayor and Members of Council, Township of Blandford-Blenheim, Mayor and Members of Council, Township of East Zorra Tavisock, Mayor and Members of Council, Town of Ingersoll, Mayor and Members of Council, Township of Norwich, Mayor and Members of Council, Township of South West Oxford, Mayor and Members of Council, Town of Tillsonburg, Mayor Members of Council, City of Woodstock, Mayor and Members of Council, Township of Zorra, Mayor and Members of Council, Township of Wilmot, Mayor and Members of Council, Municipality of Thames Centre, Western Ontario Wardens Caucus (WOWC), Mayors of South West Ontario (MOSO), South Central Ontario Region Economic Development Corp (SCOR), Ernie Hardeman, MPP (Oxford), Jennifer Graham Harkness, Executive Director, High Speed Rail Programs, MTO

Ministry of Transportation

Policy and Planning Division
High Speed Rail Branch
900 Bay Street, 1st Floor,
Macdonald Block, Room M1-21
Toronto, Ontario
M7A 2A2
Tel: 416-212-3444
Fax: 416-212-1936

Ministère des Transports

Division des politiques et de la planification
Bureau du train à grande vitesse
900 rue Bay, 1er étage,
édifice Macdonald, pièce M1-21
Toronto, Ontario
M7A 2A2
Tél: 416-212-3444
Télé: 416-212-1936



February 27, 2018

COUNTY OF OXFORD
CAO/CLERK'S OFFICE
RECEIVED

MAR - 6 2018

Ms. Brenda J. Tabor
Clerk
Oxford County
21 Reeve Street, PO Box 1614
Woodstock, Ontario
N4S 7Y3

REFER TO _____

File/EDMS: _____

Dear Ms. Tabor:

Subject: High Speed Rail Environmental Assessment Terms of Reference – Notice of Commencement

The Ontario Ministry of Transportation (MTO) has initiated an environmental assessment (EA) Terms of Reference for High Speed Rail (HSR) between Kitchener-Waterloo and London. The attached Ontario Government Notice announces the commencement of the study.

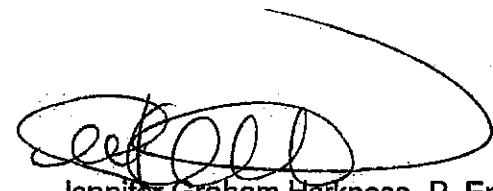
The planning and design of HSR is being undertaken in accordance with the *Ontario Environmental Assessment Act*. Prior to preparing an EA study, the Act requires that a proponent prepare a Terms of Reference and submit the document to the Minister of the Environment and Climate Change for approval. Once approved, the Terms of Reference will set out a framework to guide the subsequent planning, design and EA study.

Topics that are addressed within a Terms of Reference include: project study area; purpose and description of the project; alternatives that will be examined; a description of the existing environment and the potential environmental effects of the project; approach to assessment and evaluation of alternatives; mitigation commitments; and a consultation plan.

Consultation is an integral component of the EA process as the input and feedback provided will inform assessment and evaluation, and influence decision-making. The Terms of Reference will be developed through engagement with Indigenous communities and consultation with municipalities, government agencies and members of the public. Please confirm your interest in receiving additional project notices by contacting Ms. Nicole Zdero, MTO Policy Analyst at 905-704-2213 or Nicole.Zdero@ontario.ca.

Should you require further information regarding this study, please contact Mr. John Slobodzian, MTO Project Coordinator at 905-704-2204 or John.Slobodzian@ontario.ca.

Sincerely,



Jennifer Graham Harkness, P. Eng.
Executive Director

Attachment

- c. John Slobodzian, MTO
Nicole Zdero, MTO

ONTARIO GOVERNMENT NOTICE

Notice of Commencement of the High Speed Rail Environmental Assessment Terms of Reference

The Ontario **Ministry of Transportation (MTO)** has initiated an Environmental Assessment (EA) under the Ontario *Environmental Assessment Act* for high speed rail (HSR) from Kitchener-Waterloo to London.

THE PROCESS

This study will be carried out in accordance with the requirements of the Ontario *Environmental Assessment Act*. The first step of the process is the preparation of a Terms of Reference. The Terms of Reference will set out the proponent's framework and work plan for addressing the Ontario *Environmental Assessment Act* requirements when preparing the environmental assessment, including such things as the alternatives that will be considered and the public consultation activities that will be carried out. If approved by the Minister of Environment and Climate Change, the Terms of Reference will provide the framework and requirements for the preparation of the environmental assessment.

In May 2017, the Premier of Ontario announced that the province would be moving ahead with the planning, design, and EA work for HSR. MTO is embarking on a transformative program to deliver HSR to Ontario – the first for Canada and one of the largest infrastructure projects in Ontario. High speed rail cuts down on travel times, gives people more low-carbon transportation options, and creates new opportunities for workers and businesses.

CONSULTATION

Members of the public, agencies, Indigenous communities and other interested persons are encouraged to actively participate in the planning process by attending consultation opportunities or contacting staff directly with comments or questions. Consultation opportunities are planned throughout the planning process and will be advertised to the public and interested persons. A number of options will be used to advertise consultation opportunities such as, the project website (www.ontario.ca/highspeedrail), local newspapers and direct mail.

For further information on the proposed study, please visit our website at www.ontario.ca/highspeedrail or contact:

John Slobodzian
MTO Project Coordinator
2nd Floor, Garden City Tower
301 St. Paul Street, St. Catharines, ON L2R 7R4
tel: 905-704-2204
e-mail: john.slobodzian@ontario.ca

Nicole Zdero
MTO Policy Analyst
2nd Floor, Garden City Tower
301 St. Paul Street, St. Catharines, ON L2R 7R4
tel: 905-704-2213
e-mail: nicole.zdero@ontario.ca

All personal information included in a submission – such as name, address, telephone number and property location – is collected, maintained and disclosed by the Ministry of the Environment and Climate Change for the purpose of transparency and consultation. The information is collected under the authority of the Ontario *Environmental Assessment Act* or is collected and maintained for the purpose of creating a record that is available to the general public as described in s.37 of the *Freedom of Information and Protection of Privacy Act*. Personal information you submit will become part of a public record that is available to the general public unless you request that your personal information remain confidential. For more information, please contact the Ministry of the Environment and Climate Change's Freedom of Information and Privacy Coordinator at 416-327-1434.





David Mayberry, Warden
21 Reeve Street, Woodstock, ON N4S 7Y3
519.539.9800, ext. 3003 | 1.800.755.0394
www.oxfordcounty.ca

January 18, 2018

VIA ELECTRONIC MAIL

Kathleen Wynne, Premier of Ontario
Chris Ballard, Minister of the Environment and Climate Change
Kathryn McGarry, Minister of Transportation

Dear Premier Wynne and Ministers Ballard and McGarry:

Re: High Speed Rail (HSR) Environmental Assessment

Oxford County is aware that the Ontario Ministry of Transportation (MTO) is about to take the important step of initiating the environmental assessment study process for the proposed High Speed Rail (HSR) Environmental Assessment, a project with significant potential long-term implications for our County and the Province as a whole. We understand that the critically important first phase of this process will involve the development of a Terms of Reference for the HSR Environmental Assessment (EA) and the associated *Canadian Environmental Assessment Act* (CEAA) approval process. This is a process that the County very much supports.

The purpose of this letter, however, is to bring to your attention the County's grave concern with what appears to be a fundamental deficiency in the EA study process that the MTO is about to commence.

Specifically, it has come to our attention that the MTO may be considering narrowing the scope of the environmental assessment study process to exclude the consideration of alternatives to HSR and focus strictly on corridor variations and mitigating measures. As discussed below, in our view this would be a fundamental mistake which would not only contravene the purpose, intent and requirements of Ontario's *Environmental Assessment Act*, but arbitrarily eliminate, without appropriate consideration, a viable and potentially preferable option.

The first stage of the Ontario *Environmental Assessment Act* approval process involves the development, with public consultation, the Terms of Reference for the environmental assessment studies to follow. While this process does allow for some scoping of alternatives, it does not, in our view allow for the arbitrary elimination of viable and reasonable options. Further, scoping the EA to such a significant degree is entirely contrary, in our opinion, to the "comprehensive environmental assessment" emphasized by the Premier in her May 19, 2017 release announcing the intent of the government to initiate the HSR EA.

In particular, the approach that MTO appears to be adopting would eliminate, without appropriate study or stakeholder consultation, a viable, proven alternative to HSR which appears to have potential as a far more effective and cost effective approach: **High Performance Rail**.

The High Performance Rail (HPR) alternative, when integrated with an extensive inter-community transportation system, has been proven around the world, and in fact right here in Ontario, to be a fast, frequent, reliable and affordable intercity/regional passenger service.

For over 50 years the GO Transit HPR rail network, integrated with an extensive GO Transit Bus feeder system used to supplement rail service and cultivate emerging passenger markets, has been serving the Greater Toronto and Hamilton Area, and points beyond quite successfully. Oxford contends that a distinct but similar rail/bus network serving Southwestern Ontario from Toronto to Windsor is highly viable and feasible.

One key advantage of HPR is that it can be implemented in a much more timely and cost-effective manner than HSR thereby addressing Southwestern Ontario's immediate and pressing inter-city transportation needs. HPR would not require a new rail corridor and can be phased in incrementally and far more quickly than HSR. HPR offers a lower cost, operationally effective rail network (passenger and freight) across Southwestern Ontario without the dramatic community and agricultural impacts of a new rail corridor.

A failure to consider this alternative to the concept of the HSR proposal as part of the EA process will mean that Ontario stakeholders will be deprived of an assessment which compares HPR with establishing a new rail corridor based on key decision-making factors and associated incremental risks including:

- Impacts on the Natural Environment
- Weather-related delays and quality control issues
- Cost control
- Lifecycle costs
- Supplier and contractor Interface
- Revenue/ridership

While developing and properly assessing this option will require cooperation and coordination with other industry stakeholders, the assessment process itself has advantages. With multi-stakeholder consultation and coordination come strategic and incremental implementation opportunities that will result in earlier implementation.


More information on HPR is provided in the attached brief. We would respectfully request you take the time to review this information.

The County of Oxford is very concerned that MTO is considering commencing a crucially important study and decision-making process vital to the long term economic and social wellbeing of our County, Central and Southwest Ontario for generations to come. Arbitrarily eliminating, without full study and stakeholder consultation, an alternative which in the end could have proven to be vastly superior to HSR runs counter to the interests not only of the County of Oxford but of all Ontarians.

On behalf of Oxford County and in the best public interest, I ask the Premier to confirm that the HSR Environmental Assessment will include a complete and thorough comparative assessment of the High Performance Rail alternative.

We look forward to your favourable response

Yours truly,



David Mayberry, Warden

Attach.

Copy to: Ernie Hardeman, MPP (Oxford), Patrick Brown, Leader of PC Party of Ontario, Andrea Horwath, Leader of Ontario New Democratic Party, Mike Schreiner, Leader of Green Party of Ontario, Ms. Jennifer Graham-Harkness, Director of High Speed Rail, MTO



Connecting Southwestern Ontario

January 2018



Amtrak Capitol Corridor

Southwestern Ontario deserves a High-Speed Rail EA that considers all options

The Province of Ontario is about to initiate an Environmental Assessment (EA) for its High-Speed Rail (HSR) proposal for the Toronto-Windsor corridor, including the development of a new rail corridor west of Kitchener. The implied preference is to ignore viable alternatives as required by the Environmental Assessment Act by developing a Terms of Reference that eliminates the need to consider alternatives. Oxford County believes such an approach is contrary to the intent of the Environmental process and that there is a viable alternative worthy of consideration.

Fast, frequent and affordable intercity rail passenger service— High-Performance Rail (HPR)— is at the core of many integrated public transportation systems now operating in thriving regions around the world. Coupled with inter-community transportation connections, this regional transportation option offers:

- Higher-than-conventional speeds that shorten travel time and allow for greater frequency in service;
- Emphasis on existing infrastructure that lowers costs and shortens implementation timelines;
- Less adverse impacts on the environment and on communities.

Examples around the world suggest HPR is the best option to quickly, efficiently and effectively connect large and medium-sized urban centres to small urban-rural Ontario. With HPR often described as an affordable near-term option that can be implemented incrementally and used to build market demand for an ultimate high-speed rail (HSR) service, the Province should consider the advantages offered by high-performance rail in the Toronto-London-Windsor corridor.



All Aboard Florida's Brightline high-performance rail system

What is HPR?

High-performance rail is a middle ground between VIA Rail's current service and high-speed rail that optimizes existing rail corridors rather than requiring new rail corridor development. It does not require corridor "overhead" electrification, but rather allows for the evolution from diesel-electric to alternate energy solutions without costly infrastructure. HPR incrementally improves all aspects of existing conventional rail operations, offering higher speed and improved performance at lower costs. For over 50 years, the Province of Ontario has demonstrated this approach in serving transportation needs in and out of Toronto through the constantly evolving GO Transit Rail-Bus network.

What is inter-community transportation?

In similar fashion to the GO Transit Bus network feeding the GO Transit Rail system, inter-community transportation encompasses small urban-rural community transportation connections—such as bus, van or other—that connect smaller communities to each other, to larger urban centres, and to an improved core rail system. These connections are vital to quality of life, removing barriers that make it difficult for some populations to fully access:

- Work
- Health care and specialized medical services
- Public service agencies and programs
- Education
- Entertainment
- Community events and supports
- Urban transit systems
- Other intercity rail, air and bus services

An inter-community transportation system in Southwestern Ontario could be developed leveraging and complementing existing motor coach services in a similar manner as the Ontario Northland bus network.

Why HPR and not HSR?

HPR optimizes existing rail corridors rather than creating new ones. This allows for a transportation solution at a lower cost, in less time, with greater preservation of agricultural lands, rail freight improvements and less detrimental community impacts. The incremental build approach allows HPR to offer immediate mobility benefits to a region while still allowing flexibility for incremental improvement to the system.

Oxford County strongly believes that improved public transportation services across Southwestern Ontario are vital to our economic vitality, our community wellbeing and, fundamentally, a healthy environment. To demonstrate the feasibility of this position, Oxford County is developing a more definitive outline of the HPR alternative and the Southwestern Ontario inter-community transportation concept.



Drumbo Firefighters Association



March 28, 2018

Re: Firefighters Co-ed Slo-Pitch Tournament

Dear Mayor Wearn and Blandford-Blenheim Township Council Members,

The Drumbo Firefighters Association continues to work toward fundraising for the benefit our Fire Station and our community as a whole.

Again this year, we would like to organize a co-ed slo-pitch tournament to be held on June 16, 2018 at the Drumbo Park. Along with the slo-pitch tournament, this event would include food sales through the concession booth and a licensed beer garden within a tent and temporarily fenced in area.

We respectfully request Council's permission to hold this event of "municipal significance" at the Drumbo Park on the dates mentioned above. We would also request to schedule the baseball fields and pavilion for these dates.

Please find attached a sketch of the park with our proposed layout of the event.

Once provided with written consent from Council, we will be applying for a liquor licence for the beer garden and obtaining adequate liability insurance for the event.

If any further information is needed, please contact Dave Roth at 226-749-3965 or Michelle Van Wyk at 519-532-4024.

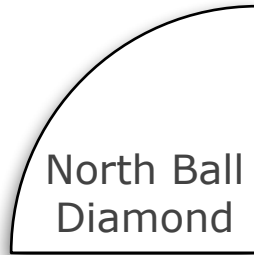
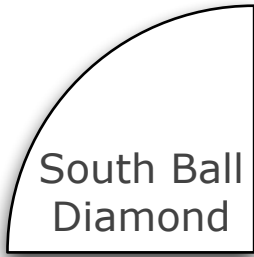
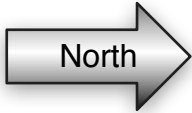
Thank you for your consideration in this request.

Sincerely,

The Drumbo Firefighters Association

Thank you for your support!

visit www.drumbofire.ca



Drumbo
Park

Park Driveway

Concession
Booth
Washrooms

Tent and
Temporary
Beer
Gardens

Utility
Shed

Note: The Beer
Gardens will consist
of a 20'x30' tent
placed inside of a
80'x60' fenced
compound



Centre Street



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Jim Harmer Drainage Superintendent
Reviewed By:	Rodger Mordue	Date:	March 28, 2018
Subject:	Monthly Report	Council Meeting Date:	April 4, 2018
Report #:	DS-18-04		

Recommendation:

That Report DS-18-04 be received as information

Background:

Monthly activities of the Drainage Department March 28, 2018

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. 22 locates for ON 1 Call in March 2018 including 0 emergency and 0 priority locates.
4. Update of drainage mapping for ON 1 Call / OMAFRA / Township Web site
5. Commenting on various planning application.
6. Working with Katie on drain maintenance invoices for 2017
7. Site meeting with Engineer on Hofstetter Road Drain
8. Site meeting soil testing, on Mitchell Drain re Green Infrastructure proposal also meet with OMAFRA on additional funding for extra Engineering
9. Working on Section 65 Reports
10. Plattsville Estates Phase 3A, 3B, and 4 petitions to incorporate drains working with Engineer and also meeting with Developer.

11. Plattsville townhouse development [part of Plattsville Estate Phase 4] site plan agreement and revised drainage plan.
12. Meeting with Owner, Consultant and Planning re site plan for Fried [Wedding Barn] site.
13. Working with CN on repair of Costin Drain
14. Attended UTRCA meeting on notification requirement and permit require on drainage projects.
15. Working with County Engineer at Public Works on Trussler Road proposed construction.

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:	March 28, 2018
Subject:	Monthly Report	Council Meeting Date:	April 4, 2018
Report #:	PW-18-11		

Recommendation:

That Report PW-18-11 be received as information.

Road Crew Activities

- See Road Supervisor Activity Report for March.

Capital

- CN Bridge on Gobles Rd. – Spoke to CN on March 28th. They are having issues with the contractor. The contractor replaced a bridge in BC and has some issues with the contract wording. The contractor is negotiating with CN to have it amended before signing it. CN assures me the bridge will be done this spring. They are working with the contractor to solve the issues as well as explore other options within the budget.
- Township Road 12 Bridge 20 – EA study is complete and sent out to the necessary parties for comment. The province officially made the announcement regarding OCIF top up funding on March 12th. The next step is to complete the drawings and prepare the Tender.
- Hofstetter Road extension – Staff will have some fine tuning of the ditches in the spring. Staff will also construct turning circles on Township Rd 12 in the spring/summer so Bridge 25 can be closed to vehicle traffic.

Flooding February 19-22 2018

- Rodger, Denise and I had a conference call on March 27 in regards to the Municipal Disaster Recovery Assistance (MDRA) program.
- We believe we will meet or exceed the 3% threshold to go forward with the program.

County Shared Service/Road Association/Training

- Shared Services meeting – At the March meeting Finance counter parts were invited and Asset Management was discussed.
- Road Association – Next meeting is April 20th this is our spring Joint Assoc. meeting that Oxford will host. Council and Madam Mayor are invited to attend.
- Training – Township staff will be receiving a Pre-Trip inspection refresher on March 29th.

Other

- I took vacation March 1 – 9.
- Attended a meeting with Staff regarding the Fried & Buelow wedding barn.
- Met with a rep from MESH about the AVL and road patrol software they have available.
- Met with Jeff Molenhuis, Director of Public Works for Wilmot Township regarding flood damage to Oxford-Waterloo Rd. and Bridge 3.

Attachments:

- Road Supervisor Activity Report for March.

Respectfully submitted by:



Jim Borton
Director of Public Works

Monthly Activities for March

Daily Activities

Roads and wash out repairs – Flooding
Roadside Boom mowing to increase visibility
Grading of gravel roads
Winter event activities
Ice blading
Cold patch potholes
Tree trimming for sightlines and sign visibility
Winter patrol
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.
Haul compost and brush to Salford.

Emergency Calls

Road kill Twp 2 – March 22 19:40. OPP

General Information

Flood damages have all been repair to make things passable again, only road that is still closed is the Blenheim Rd between Oxford Rd 29 and TWP #6 as the Silver Bridge is still in need of structural repairs. Crews have been taking advantage of warmer afternoon temps to spot grade various locations on gravel roads to smooth out potholes etc sub-zero temperatures overnight are making this window small but we are doing our best given that it is still only march and winter may come back yet this spring.

Residents' Concerns

Rough/Potholed gravel roads – various



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From: Trevor Baer
Reviewed By:	Rodger Mordue, CAO/Clerk	Date: Mar 28, 2018
Subject:	Monthly Report – March	Council Meeting Date: April 4 2018
Report #:	CS-18-03	

Recommendation:

That Report CS-18-01 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 February.

Analysis/Discussion:

Arena

While doing this report, planning ice shut down times. Also working on booking a lacrosse tournament in the arena in April.

Princeton Multi-Purpose Pad

Time lines on this project moving forward:

1. Finish back filling Mar 26 week
2. Pour floor of this project April 15
3. Landscape April 20

So far, this project is moving along really well. We haven't run into any major problems beside some Mother Nature issues. The group has set a campaign up to raise funds for the boards and other items they would like to see on this pad.

Food Bank

Had a meeting with 14 different groups in our community. Told them what the Township vision of this project was. All groups there bought into that vision, and thought that this was a great plan to help the ones that need it that are in our community. Plattsville, Bright,

Drumbo, and Princeton had a person step up from each place to be the lead hand for that area for this project. We came up with a plan to do a food drive for Easter.

What took place:

1. There is a list of items that are needed
2. There is locations put out for people to take the items to
3. Team leaders to help find out who needs food, also help get the items out to the ones that need it.
4. All groups that were there were going to promote it and get the word out
5. The lead hands plus others were getting together to sort the items Mar 26
6. Then Food would be handed out to the ones that need it.
7. After the first food drive there will be another gathering to see how it went.

Drop in Centre

The drop-in center is up and running. What we have done to get everything together:

1. Made a Facebook page
2. Promoted it at the schools, web site, news letter etc.
3. Have had the lions Drumbo and Plattsville get volunteers to help run and promote it
4. Have a staff member there to direct volunteers and operate it
5. Meeting with Thames Valley school board

The first one was in Drumbo Wednesday March 21, at this one we had 10 kids show up. Which was great considering we didn't start promoting this program till Mar 19.

The next one we ran was in Plattsville on Wed Mar 28. The attendance to this one was 25.

This is a great way for Blandford Blenheim to offer their residents programing, with very little impact to budget.

Things coming up

1. Drumbo Lions auction Mar 30 and 31 Drumbo Hall
2. Plattsville Lions Easter Egg hunt Mar 30 Plattsville Park
3. Wounded Warriors Pte Tyler W. Todd event Mar 30 and 31 Plattsville arena
4. Drumbo Lions Easter egg hunt Mar 31 Drumbo Hall
5. Food Drive
6. Drop-in center

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:	March 27, 2018
Subject:	RFP for Audit Services	Council Meeting Date:	April 4, 2018
Report #:	TR-18-09		

Recommendation:

That Report TR-18-09 be received as information;

And further that Scrimgeour & Company CPA Professional Corporation be appointed as Auditor for the Township of Blandford-Blenheim for 2018 to 2022 at an annual fee of \$19,500 for the annual audit and \$2,500 for the EFIR plus applicable taxes, with an annual increase equal to the CPI.

Background:

The contract for our current auditing firm, Scrimgeour & Company expires with the completion of the 2017 financial year end audit. As requested at the February 7, 2018 Council meeting, an RFP for audit services was issued on March 2, 2018.

Analysis / Discussion:

An RFP for audit services was completed to ensure that the current auditor's fees are in line with current industry practices. The RFP proposed a five year term, which could be extended by Council.

An evaluation committee consisting of the Director of Finance/Treasurer and the CAO reviewed and evaluated the 3 proposals that were received. A summary of the proposals, including highlights of the evaluation criteria is attached to this report.

Staff recommends that Scrimgeour & Company be awarded the contract for auditing services for the Township of Blandford-Blenheim. Scrimgeour & Company has extensive experience auditing for similar size municipalities including the Township of Zorra, Township of South-West Oxford and the Municipality of Thames Centre. They also have significant experience in Oxford County, including the County itself, giving them an understanding of the relationship between the upper and lower tier in Oxford County.

Scrimgeour & Company has demonstrated a high level of professionalism and commitment to the Township of Blandford-Blenheim since 2009. The annual audit has been completed on a timely basis, with little disruption to administrative staff. Scrimgeour & Company has proven to be an effective and efficient auditor for the Township.

Financial Considerations:

Scrimgeour & Company CPA Professional Corporation's fee was the lowest bid at a total of \$22,000 excluding HST. This is \$1,000 higher than their current fee which has been in place since 2013.

Attachments: RFP Results Summary

Respectfully submitted by:

Denise Krug
Director of Finance/Treasurer



TOWNSHIP OF BLANDFORD-BLENHEIM
2018 - 2022 Audit Service RFP Results

Audit Firm	Scrimgeour & Company	Millards Chartered Professional Accountants	rlb Chartered Professional Accountants
Service Office	London	Brantford	Guelph
RFP Bid (HST Excl.)	\$22,000 **	\$22,505 **	\$24,970
Assuming 2019	\$22,440	\$22,505	\$25,470
2.00% 2020	\$22,889	\$22,955	\$25,970
CPI ** 2021	\$23,347	\$23,414	\$26,470
2022	\$23,814	\$23,882	\$26,970
Audit Partner	56	17.5	14
Hour Staff	180	123.1	137
Estimate Total	236	140.6	151
Hourly Rates			
Partner	\$150	\$255	\$360
Audit Manager	\$100	\$200	\$160
Staff CA	\$75	\$145	\$130
Staff/Student	\$50	\$125	\$110
Technical Requirement Assessment	✓	✓	✓
References / Similar Experience	County of Oxford Township of Zorra Municipality of Thames Centre SWOX, EZT, Woodstock	County of Brant Town of Caledon Town of Ingersoll	Twp of Guelph/Eramosa Twp of East Garafraxa Town of Melancthon



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Rodger Mordue, CAO/Clerk
Reviewed By:	Denise Krug, Director of Finance/Treasurer	Date:	March 22, 2018
Subject:	Main Street Revitalization Initiative	Council Meeting Date:	April 4, 2018
Report #:	CAO-18-04		

Recommendation:

That report CAO-18-04 be received.

Background:

The Township is eligible for \$44,191.07 in funding under the Province's Main Street Revitalization Initiative. At this point this is one time funding that needs to be used to fund "strategic municipal physical infrastructure". This infrastructure is described as:

- a. Signage – wayfinding/directional, and gateway;
- b. Streetscaping and landscape improvements – lighting, banners, murals, street furniture, interpretive elements, public art, urban forestation, accessibility, telecommunications/broadband equipment, parking, active transportation infrastructure (e.g. bike racks/storage, cycling lanes and paths) and pedestrian walkways/trails; and
- c. Marketing plan implementation – business attraction and promotion activities, special events.

A copy of the program guide is attached to this report.

Analysis/Discussion:

The money that has been allocated to the Township under the Main Street Revitalization Initiative needs to be spent specifically within main street areas that have been identified through municipal land use planning policy. In our case these areas would be zoned either "V" Village or "CC" Central Commercial. In our four villages the geographic boundary areas are:

Plattsville	-	Albert Street from Hume to Fennell
Bright	-	Baird Street from Murray to the former cheese house property

Drumbo	-	Oxford Street from Muma to Wilmot
		Wilmot Street from Pinkham to Jarvis
Princeton	-	Main Street from Elgin to Railway

The project can start as early as April 1, 2018 and needs to be wrapped up by March 31, 2020.

Financial Considerations:

The Township is eligible to receive up to \$44,191.07 to fund main street revitalization activities that support and benefit small businesses. The funding has to be spent by March 31, 2020.

The Township can fund 100% of the total cost of the project with these funds. There is no requirement to supply matching funds from other sources which is the case with other grant programs.

Attachments:

- Main Street Revitalization Initiative guide

Respectfully submitted by:

Rodger Mordue
CAO/Clerk

ONTARIO'S

MAIN STREET

REVITALIZATION INITIATIVE



GUIDE TO THE MUNICIPAL FUNDING AGREEMENT

CONTACT: mainstreets@amo.on.ca
200 University Avenue, Suite 801
Toronto, ON., M5H 3C6
P: 416.971.9856

MARCH 2018

TABLE OF CONTENTS

- 03_Municipal Checklist
- 04_Introduction
- 04_FAQ
- 10_Appendices

MUNICIPAL CHECKLIST

Immediate Action	Where is More Info	When
Pass Municipal By-Law Authorizing MFA	See Appendix A for a sample	As soon as possible
E-sign MFA and electronically submit to AMO E-mail (mainstreets@amo.on.ca) the Authorizing By-law to AMO	See page 8 for more information	As soon as possible
2018 Project notification for communications purposes to AMO	See page 9 for details on what is required	As soon as possible
Longer Term Action	Where is More Info	When
Annual and Results Report	See page 7 for details on what is required	By May 15th of every year (until funds are spent)

INTRODUCTION

The Main Street Revitalization Initiative is a \$26 million fund to help municipal governments undertake main street revitalization activities that support and benefit small businesses. AMO has agreed to administer the funding on behalf of the Ministry of Agriculture, Food and Rural Affairs (OMAFRA). AMO signed the Agreement with OMAFRA on March 12, 2018. The Agreement's effective date is April 1, 2018.

All lower and single tier municipal governments are eligible for the allocation based funding. The formula for the funding was established by OMAFRA without the need for an application or matching funding. It empowers municipalities to make investment decisions within the program's parameters.

What is eligible?

As of April 1, 2018, municipal governments can invest in revitalization activities that will support small businesses through activities undertaken to revitalize main streets. The work can be identified as priority through an existing Community Improvement Plan or municipal physical infrastructure priorities identified through other municipal land use planning document for the municipality's main street that involves the construction, renewal, renovation or redevelopment, or material enhancement in each of the following categories:

Implementation of priority financial incentives in existing Community Improvement Plans such as:

- a. Commercial building façade improvements;
- b. Preservation and adaptive reuse of heritage and industrial buildings;
- c. Provision of affordable housing;
- d. Space conversion for residential and commercial uses;
- e. Structural improvements to buildings (e.g. Building Code upgrades);
- f. Improvement of community energy efficiency; and
- g. Accessibility enhancements.

Funding of strategic municipal physical infrastructure such as:

- a. Signage – wayfinding/directional, and gateway;
- b. Streetscaping and landscape improvements – lighting, banners, murals, street furniture, interpretive elements, public art, urban forestation, accessibility, telecommunications/broadband equipment, parking, active transportation infrastructure (e.g. bike racks/storage, cycling lanes and paths) and pedestrian walkways/trails; and
- c. Marketing plan implementation – business attraction and promotion activities, special events.

Municipalities can identify projects in one or both categories.

What types of costs are eligible?

Eligible Costs

- Costs directly and reasonably incurred on or after April 1, 2018 up to and including March 31, 2020 for construction, renewal, or material enhancement activities funded under existing Community Improvement Plan financial incentive programs; and/or,
- Costs directly and reasonably incurred on or after April 1, 2018 up to and including March 31, 2020 for construction, renewal or material enhancement activities funded under the Municipal Physical Infrastructure category, including projects in downtown or main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy that will support the success of small businesses in main street areas.

Ineligible Costs

- Costs incurred prior to April 1, 2018 or after March 31, 2020;
- Any costs associated with providing any Reports to AMO;
- Any costs associated with lobbying Ontario, including other Ministries, agencies and organizations of the Government of Ontario;
- Costs for infrastructure works in the following categories: highways, short-sea shipping, short-line rail, regional or local airports, and brownfield redevelopment;
- Costs of infrastructure works that does not improve energy efficiency, accessibility, aesthetics or marketability of small business within a main street area;
- Costs of infrastructure works outside of main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy;
- The cost of leasing of equipment, any overhead costs, including salaries and other employment benefits of any employees, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff, except in accordance with eligible costs above;
- Taxes, to which the municipality is eligible for a tax rebate;
- Purchase of land or any interest therein, and related costs; and,
- Routine repair and maintenance costs.

Would the development of a Community Improvement Plan be eligible?

No. The program is focused on implementation of existing Community Improvement Plans or priorities through other existing municipal land use planning policies. Municipalities that do not have a Community Improvement Plan can implement eligible priority projects through the official plan, economic development strategy, downtown revitalization plan or another related plan in support of the municipal main street.

When does the money have to be spent?

Municipalities have to March 31, 2020 to spend the funds on an eligible project.

During this time, municipalities must earn interest on the Funds so that they have more for the project later.

What about the municipal share of a project that will receive funding from another revenue source or program?

Municipalities can fund 100% of total project costs with Main Street dollars. If another program has restrictions on the use of funds, they must be adhered to.

If you are using multiple sources of funding, the project also has to be eligible under the terms and conditions of these multiple programs.

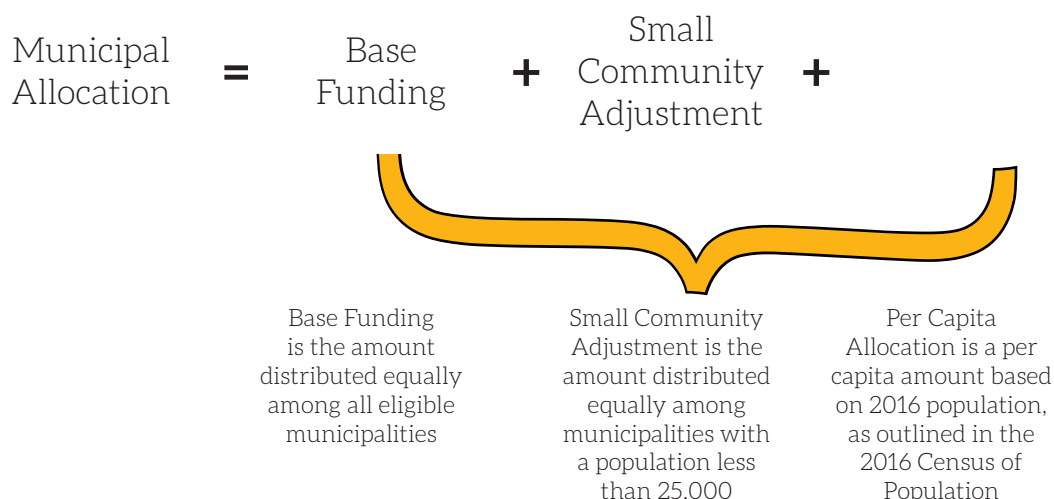
What if our municipality wants to partner on a project?

The Main Street Agreement encourages collaboration, building of partnerships and strategic alliances when working on eligible projects.

If a municipality is transferring funds to another municipality, it must be done via by-law. The municipality transferring funds is responsible for reporting on the transfer in annual reporting. The municipality receiving Main Street Funds is responsible for reporting that the Funds were received and is responsible for all other reporting requirements, including project details and spending.

If a municipality is transferring funds to a non-municipal entity, such as a for-profit company, council will have to endorse the project through a grant agreement. Under this situation, municipalities are still responsible for meeting all the requirements of the Agreement related to the use of the transferred Main Street Funds, including all reporting.

What is the allocation formula?



Total funding, less administrative costs, is allocated as follows across the three components:

Base Funding:	50% of total funding;
Small Community Adjustment:	11.5% of total funding;
Per Capita Component:	38.5% of total funding.

Once a municipal government has fully executed an Agreement with AMO and provide the appropriate information for the transfer of the funds, the one time allocation will be paid out.

How much of the funding is AMO using for administration?

AMO will need just 6% of the \$26 million to deliver this program to all eligible municipalities and report in aggregate to OMAFRA as required by the Agreement.

What reporting is required of municipalities?

Building on the success of the risk management framework established under the federal Gas Tax Agreement, municipalities only need to report initial upfront anticipated projects for 2018 and then once annually on projects until all the funds are spent.

Remind me how the audit framework works?

Municipalities will not have to complete audits. Instead the program will use a risk based approach that recognizes municipalities as a mature and accountable order of government. In this approach, the municipal contact for the Main Street Municipal Funding Agreement will be the Treasurer, no exceptions. In addition, AMO will audit approximately 10% of municipalities annually to provide assurance to Ontario on municipal compliance.

Is there an agreement municipalities have to sign?

Yes. AMO is using the a digital platform provided by its partner, Solutions Notarius Inc., to sign the Municipal Funding Agreement (MFA). A municipality must electronically sign (e-sign) the MFA with AMO to receive funding. Please have the appropriate signing officers e-sign the MFA. The municipal by-law authorizing the municipality to enter into the agreement can be emailed to AMO at mainstreets@amo.on.ca. See Appendix A for a sample by-law.

Appendix B includes a cross-reference between the MFA with the OMAFRA-AMO Agreement.

What is e-signing?

An e-signature is a signature that can be applied in a document by a signer electronically. AMO uses Notarius' Consigno Cloud software to sign documents electronically.

The municipal signing officer will receive a signature request to the MFA by email from AMO. They will be asked to open a link to a signing session in that email. The Consigno Cloud software certifies a signer's identity with two-factor authentication. The signing officer will be asked to provide a second authentication credential (e.g. an answer to a security question, like an online money transfer) before they can access the document. Once they are able to access the document, they will be asked to fill-in specific fields prior to finally signing off on the MFA. AMO will then be notified that the document has been signed and staff will review to ensure the document is complete before AMO e-signs the MFA. A final, signed copy of the MFA will then be provided to the municipality and to AMO electronically for record keeping.

Signing officers to the MFA are not required to subscribe or install any software on their computer to sign the document. Documents can be signed on a mobile device or on a desktop computer. For further details on the e-signing requirement, please refer to the process document.

What else is required of municipalities?

There are a number of requirements both now and over the life of the Agreement.

As soon as possible, notification to AMO of the types of projects council wishes to undertake in 2018 is required.

As well there is annual reporting and results reporting similar to what municipalities already do under the federal Gas Tax Agreement through AMO's website. These reports will be due to AMO by May 15, 2019 and every year thereafter until the funds are spent.

What is results reporting?

The results report will demonstrate how the funding has been invested in a community to support revitalization within main street areas:

Community Improvement Plan Eligible Projects

- Number of small businesses supported;
- Total value of physical improvements;
- Total Main Street Funds provided;
- Total Municipal investment; and,
- Total private investment.

Municipal Physical Infrastructure Eligible Projects

- Total value of physical improvements;
- Total Main Street Funds provided; and
- Total municipal investment.

More details are in Schedule D of the MFA.

Are there communication requirements?

Yes. Municipal governments will be expected to acknowledge funding of projects by the Province by inviting the Province to participate in media events or announcements related to projects funded under the Main Street Revitalization Initiative.

More details are in Section 3 of the MFA.

Can we sell the asset?

Assets purchased or constructed using Main Street funds must be for public use and benefit. If a municipality wishes to dispose of assets prior to March 31, 2021 and it is valued at more than \$50,000 at the time of disposal the written consent of the province is required.

APPENDIX A

Sample Municipal By-Law

WHEREAS the Municipality wishes to enter into an Agreement in order to participate in Ontario's Main Streets Revitalization Initiative;

AND WHEREAS the Municipality acknowledges that Funds received through the Agreement must be invested in an interest bearing reserve account until the earliest of expenditure or March 31, 2020;

Now THEREFORE, the Council of the [MUNICIPAL NAME], a municipal corporation pursuant to the Municipal Act, 2001;

ENACTS AS FOLLOWS

That the Mayor/Reeve/Regional Chair/Warden and [SIGNING AUTHORITY, i.e. Clerk] are hereby authorized to execute this Municipal Funding Agreement for the transfer of Main Streets Revitalization Initiatives funds between the Association of Municipalities of Ontario and [MUNICIPAL NAME] as in Schedule A attached hereto.

Schedule A shall form part of this by-law.

APPENDIX B

● Cross-Reference Table Between MFA and OMAFRA-AMO Agreement

12

Municipal Funding Agreement (MFA) Provision

OMAFRA-AMO Agreement Provision

Section 1 – Definitions and Interpretation	Schedule A Article 1
Section 1.1 Definitions	Schedule A Article A1.2
Section 1.2 Interpretation	Schedule A Article A1.1
Section 2 – Term of Agreement	Schedule A Article A3
Section 2.1 Term	Schedule A Article A3.1
Section 2.2 Amendment	Section 3.1
Section 2.3 Notice	Schedule A Article A12
Section 3 – Recipient Requirements	Schedule A Article A5, A8
Section 3.1 Communications	Schedule B Article B1.7
Section 3.2 Contracts	Schedule A Article A5.2
Section 4 – Eligible Projects	Schedule D Article D2.1
Section 4.1 Eligible Projects	Schedule D Article D2.1 5 and 6
Section 4.2 Recipient Fully Responsible	Schedule A Article A4.4
Section 5 – Eligible Costs	Schedule D Article D3.1
Section 5.1 Eligible Costs	Schedule D Article D3.1
Section 5.2 Discretion of Ontario	Schedule D Article D2.1
Section 5.3 Unspent Funds	Schedule A Article A15
Section 5.4 Reasonable Access	Schedule A Article A7
Section 5.5 Retention Receipts	Schedule A Article A7
Section 6 – Funds	Schedule C Activity 1
Section 6.1 Allocation of Funds	Schedule C Activity 1
Section 6.2 Transfer of Funds to a Municipality	AMO Provision
Section 6.3 Transfer of Funds to a non-municipal entity	AMO Provision
Section 6.4 Use of Funds	Schedule D Article D2.1
Section 6.5 Payout of Funds	AMO Provision
Section 6.6 Use of Funds	Schedule A Article A4.6
Section 6.7 Funds Advanced	Schedule A Article A17
Section 6.8 Expenditure of Funds	Schedule B Article B1.2
Section 6.9 GST & HST	Schedule A Article A4.10
Section 6.10 Limit of Ontario's Financial Commitments	Schedule A Article A4.2
Section 6.11 Stacking	AMO Provision
Section 6.12 Insufficient funds provided by Ontario	AMO Provision
Section 7 – Reporting Requirements	Schedule F

Section 7.1 Communication Report	Schedule F
Section 7.2 Annual Report	Schedule F
Section 7.3 Results Report	Schedule F
Section 8 – Records and Audit	Schedule A Article A7
Section 8.1 Accounting Principles	Schedule A Article A1.1, A7.2
Section 8.2 Separate Records	Schedule A Article A7.2
Section 8.3 External Auditor	Schedule A Article A7.3
Section 9 – Insurance and Indemnity	Schedule A Article A11
Section 9.1 Insurance	Schedule A Article A11
Section 9.2 Certificates of Insurance	Schedule A Article A11.2
Section 9.3 AMO not liable	AMO Provision
Section 9.4 Recipient to Compensate Ontario	Schedule A Article A11
Section 9.5 Recipient to Indemnify AMO	AMO Provision
Section 10 – Disposal	Schedule A Article A5.3
Section 10.1 Disposal	Schedule A Article A5.3 and Schedule B Article B1.5
Section 11 – Default and Termination	Schedule A Article A14
Section 11.1 Event of Default	Schedule A Article A14.1
Section 11.2 Waiver	AMO Provision
Section 11.3 Remedies of Default	Schedule A Article A14.3
Section 11.4 Repayment of Funds	Schedule A Article A14.2
Section 12 – Conflict of Interest	Schedule A Article A6
Section 12.1 No conflict of interest	Schedule A Article A6.2
Section 13 – Notice	Standard Provision
Section 13.1 Notice	Standard Provision
Section 13.2 Representatives	Standard Provision
Section 13.3 Addresses for Notice	Standard Provision
Section 14 - Miscellaneous	Various sections listed in detail below
Section 14.1 Counterpart Signature	Section 2.1
Section 14.2 Severability	Schedule A Article A20
Section 14.3 Waiver	Schedule A Article A21
Section 14.4 Governing Law	Schedule A Article A24
Section 14.5 Survival	Schedule A Article A30
Section 14.6 AMO, Ontario and Recipient independent	Schedule A Article A22
Section 14.7 No Authority to Represent	AMO Provision
Section 14.8 Debts Due to AMO	Schedule A Article A15, A17.2
Section 14.9 Priority	Schedule A Article A1.3
Section 15 – Schedules	Standard Provision
Section 16 – Signatures	Standard Provision
Schedule A – Municipal Allocation	Schedule C Activity 1
Schedule B – Eligible Projects	Schedule D Article D2.1 5 and 6
Schedule C – Eligible and Ineligible Costs	Schedule D Article D3.1
Schedule D – Reporting	Schedule F

Main Streets Revitalization Initiative is funded by the
Ontario Ministry of Agriculture, Food and Rural Affairs





TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Rodger Mordue, CAO/Clerk
Reviewed By:	Denise Krug, Director of Finance/Treasurer	Date:	March 28, 2018
Subject:	Pay Equity consultant	Council Meeting Date:	April 4, 2018
Report #:	CAO-18-05		

Recommendation:

That report CAO-18-05 be received; and,

That Barcon Consulting Inc. be retained to complete an update of the Township Pay Equity plan and market review at a cost of \$14,000 plus expenses and applicable taxes.

Background:

The Township's Pay Equity plan should be updated every 4 – 5 years. Since the last pay equity review and compensation survey was conducted in 2011 there has been many changes to positions at the Township. A request for proposals was recently issued for consulting services to update the pay equity plan and to conduct a compensation survey.

Analysis/Discussion:

A Request For Proposals (RFP) was issued on March 6, 2018 with a closing of March 28, 2018. The RFP was advertised on the Township website as well as sent to four firms who have either done similar work for the Township or have been retained by other municipalities in the area in the past.

At the time of closing four bidders had submitted proposals:

- 1 Marianne Love Consulting Services (Toronto)
- 2 Barcon Consulting Inc. (New Hamburg)
- 3 Ward & Uptigrove Human Resources Solutions (Listowel)
- 4 HCI Consulting Inc. (Kitchener)

All four bidders are known to staff and have considerable experience in this type of work. The prices quoted for this work ranged from \$14,000 to \$24,200 plus expenses and applicable

taxes. It is recommended that the proposal be awarded to Barcon Consulting Inc. of New Hamburg who are the lowest bidder in the amount of \$14,000 plus expenses and applicable taxes.

Financial Considerations:

The 2018 budget included an amount of \$15,000 for this project. The proposal from Barcon is within budget

Attachments:

N/A

Respectfully submitted by:

Rodger Mordue
CAO/Clerk

11.5.14.3 That all the provisions of the R1 Zone in Section 11.2 to this Zoning By-Law, as amended, shall apply, and further that all the other provisions of this Zoning By-Law, as amended, that are consistent with the provisions herein contained shall continue to apply mutatis mutandis.”

3. This By-Law comes into force in accordance with Sections 34(21) and (30) of the Planning Act, R.S.O. 1990, as amended.

READ a first and second time this 4th day of April, 2018.

READ a third time and finally passed this 4th day of April, 2018.

Marion Wearn - Mayor

(SEAL)

Rodger Mordue – CAO/Clerk

SCHEDULE "A"

TO BY-LAW No. 2062-2018

LOTS 2, 3, 4, LOTS 9 TO 18 (INCLUSIVE), LOTS 20 TO 52 (INCLUSIVE),
LOTS 54, 56, 57, 59, 60, 61, 65, AND BLOCKS 69 AND 70
REGISTERED PLAN 41M-266

TOWNSHIP OF BLANDFORD-BLENHEIM



 AREA OF ZONE CHANGE TO R1-14

NOTE: ALL DIMENSIONS IN METRES

THIS IS SCHEDULE "A"

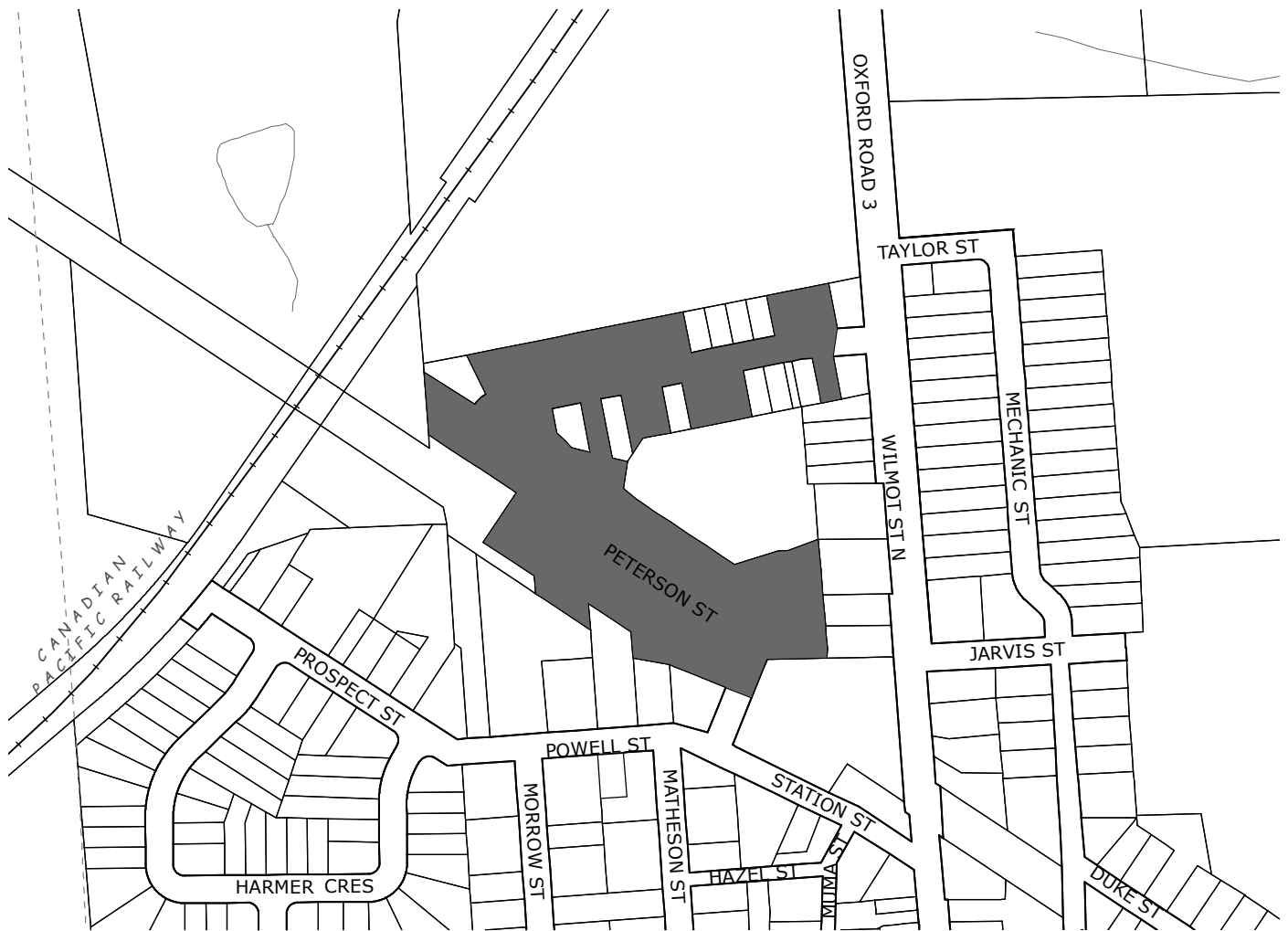
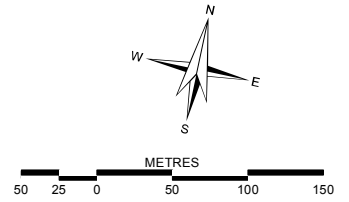
TO BY-LAW No. 2062-2018, PASSED

THE 4th DAY OF April, 2018

MAYOR

CAO/CLERK

KEY MAP



 LANDS TO WHICH BYLAW 2062-2018 APPLIES

ZN 1-17-13

TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER 2062-2018

EXPLANATORY NOTE

The purpose of By-Law Number 2062-2018 is to rezone the subject lands from 'Residential Type 1 Zone (R1)' to 'Special Residential Type 1 Zone (R1-14)' to increase the maximum total lot coverage from 30% to 40% of the lot area, as well as reduce the minimum required rear and front yard depths from 7.5 m (24.6 ft) to 7 m (22.9 ft).

The subject lands are described as Lots 2 - 4, 9 - 18, 20 - 52, 54, 56, 57, 59 - 61 & 65, 41M-266, Township of Blandford-Blenheim. The lands are located on the north side of Powell Street, west of Wilmot Street North, in the Village of Drumbo.

The Township of Blandford-Blenheim adopted the amending By-law Number 2062-2018. No public input was received respecting this application. Any person wishing further information relative to Zoning By-Law Number 2062-2018 may contact the undersigned.

Mr Rodger Mordue, CAO/Clerk
Township of Blandford-Blenheim
P.O. Box 100
DRUMBO, Ontario
N0J 1G0

Telephone: 463-5347

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER **2063-2018**

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 April 4, 2018 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 4th day of April, 2018.

By-law read a third time and finally passed this 4th day of April, 2018.

MAYOR
MARION WEARN

CAO / CLERK
RODGER MORDUE