

**TOWNSHIP OF BLANDFORD-BLENHEIM  
COUNCIL MEETING AGENDA**

Wednesday, September 18, 2019  
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. Adoption of Minutes**
  - a. [September 4, 2019 Minutes of Council](#)
- 6. Business Arising from the Minutes**
- 7. Delegations / Presentations**

- a. [Edna Williamson, Friends of Princeton Park](#)

Recommendation:

That staff be directed to draft an agreement between the Township and the Friends of Princeton Park to provide funding to complete phase two of the Recreational Sports Pad project.

**8. Committee of Adjustment**

- a. Minutes
  - i. [August 7, 2019 Meeting of the Committee of Adjustment](#)
- b. Application
  - i. [Application for Minor Variance A06-19, Mark & Trisha Robb](#)

Recommendation:

That the Township of Blandford-Blenheim Committee of Adjustment approve Application A06-19 submitted by Mark & Trisha Robb for lands described as

Part Lot 2, Concession 6 (Blenheim), Township of Blandford-Blenheim as it relates to:

1. Relief from Section 5.1, Table 5.1.1.3 – Regulations for accessory uses, to increase the maximum permitted lot coverage of a building accessory to a residential use from 100 m<sup>2</sup> (1,076.4 ft<sup>2</sup>) to 171.9 m<sup>2</sup> (1,850 ft<sup>2</sup>) to facilitate the construction of a detached garage on the subject property.

As the variance requested is deemed to be:

- (i) A minor variance from the provisions of the Township of Blandford-Blenheim Zoning By-law No. 1360-2002;
- (ii) Desirable for the appropriate development or use of the land, building or structure;
- (iii) In-keeping with the general intent and purpose of the Township of Blandford-Blenheim Zoning By-law No. 1360-2002; and,
- (iv) In-keeping with the general intent and purpose of the Official Plan of the County of Oxford.

- ii. [Application for Minor Variance A07-19, Drumbo Development Corp.](#)

Recommendation:

That the Township of Blandford-Blenheim Committee of Adjustment approve Application A07-19 submitted by Drumbo Development Corp. for lands described as Lot 52, 41M-266, Township of Blandford-Blenheim as it relates to:

1. Relief from Section 11.2, Table 11.2 – Zone Provisions, to decrease the required exterior side yard width from 7.5 m (24.6 ft.) to 7 m (22.9 ft.) to facilitate the construction of a single detached dwelling on the property.

As the variance requested is deemed to be:

- (i) A minor variance from the provisions of the Township of Blandford-Blenheim Zoning By-law No. 1360-2002;
- (ii) Desirable for the appropriate development or use of the land, building or structure;
- (iii) In-keeping with the general intent and purpose of the Township of Blandford-Blenheim Zoning By-law No. 1360-2002; and,
- (iv) In-keeping with the general intent and purpose of the Official Plan of the County of Oxford.

## 9. Correspondence

- a. General
- b. Specific

- i. [Councillor Justin Read](#)

Recommendation:

That Council grant an unpaid leave of absence to Councillor Justin Read until February 29, 2020.

- ii. [David Simpson, Director of Public Works, County of Oxford](#)

Recommendation:

That the correspondence from David Simpson, Director of Public Works, County of Oxford be received; and,

That the County be advised that the Township agrees with the installation of controlled pedestrian crossings on Oxford Street in Drumbo at Mechanic Street and at Henry Street.

## 10. Staff Reports

- a. Rick Richardson – Director of Protective Services**

- i. [FC-19-10 –Monthly Report](#)

Recommendation:

That Report FC-19-10 be received as information.

- b. John Scherer – Chief Building Official**

- i. [CBO-19-15 – Monthly Report to Council](#)

Recommendation:

That Report CBO-19-15 be received as information.

- c. Trevor Baer – Manager of Community Services**

- i. [CS-19-11– Plattsville Ball Diamond Fence](#)

Recommendation:

That Report CS-19-11 be received as information.

- ii. [CS-19-12 – Community Playground Policy](#)

Recommendation:

That Report CS-19-10 be received as information; and,

That Council directs the Manager of Community Services to implement the Community Playground policy.

**11. Reports from Council Members**

**12. Unfinished Business**

- i. [Aggregate Ontario - Membership and upcoming summit](#)

**13. Motions and Notices of Motion**

**14. New Business**

**15. Closed Session**

**16. By-laws**

- a. [2153-2019](#)

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

**17. Other**

**18. Adjournment and Next Meeting**

Wednesday, October 2, 2019 at 4:00 p.m. in Council Chambers.

## MINUTES

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

Present: Mayor Peterson, Councillors Balzer, Banbury, Demarest.

Staff: Baer, Bell, Borton, Harmer, Krug, Mordue, Richardson.

Regrets: Councillor Read

Other:

Mayor Peterson in the Chair.

### 1. Welcome

### 2. Call to Order

### 3. Approval of the Agenda

#### RESOLUTION #1

Moved by – Councillor Balzer  
Seconded by – Councillor Demarest

Be it hereby resolved that the agenda for the September 4, 2019 Meeting of Council be adopted with the addition of item 14 a) and b).

.Carried

### 4. Disclosure of Pecuniary Interest

None.

### 5. Adoption of Minutes

#### RESOLUTION #2

Moved by – Councillor Balzer  
Seconded by – Councillor Demarest

Be it hereby resolved that the minutes of the August 7, 2019 Meeting of Council be adopted, as printed and circulated.

### 6. Business Arising from the Minutes

None.

### 7. Delegations / Presentations

**a. Gavin Houston, Aggregate Ontario Alliance**

Gavin Houston presented information about the sustainability of aggregate sites and about the newly formed Aggregate Ontario Alliance. Gavin also asked for members of Council to send a representative to the upcoming summit and for the Township to become a member of the organization.

**RESOLUTION #3**

Moved by – Councillor Balzer  
Seconded by – Councillor Demarest

Be it hereby resolved that Council receive the Delegation from Gavin Houston, Aggregate Ontario.

.Carried

**8. Correspondence**

**a. General**

None

**b. Specific**

- i. Alex Chesney, Thames River Melons

**RESOLUTION #4**

Moved by – Councillor Balzer  
Seconded by – Councillor Demarest

That correspondence from Alex Chesney of Thames River Melons be received;  
and,

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 Thames River Melons Pick Your Own Pumpkin & Fall Harvest events being held September 28-29, October 5-6, October 12-13, October 19-20, and October 26-27 be declared an event of municipal significance in the Township of Blandford-Blenheim

.Carried

- ii. Chloe Senior, Clerk, County of Oxford – Local Court Security Advisory Committee

**RESOLUTION #5**

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

That the correspondence from Chloe Senior, County of Oxford on Local Court Security Advisory Committee be received; and,

That Councillor Randy Balzer be appointed as the Township of Blandford-Blenheim representative on the Local Court Security Advisory Committee.

.Carried

**9. Staff Reports**

**a. Jim Harmer, Drainage Superintendent**

- i. DS-19-18 – Petition for Drainage Appointment of Engineer

**RESOLUTION #6**

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

That Report DS-19-16 be received as information; and,

Whereas the Grand River Conservation Authority and the Clerk/Council of the Township of North Dumfries have not registered any comments to the petitions for drainage works by Road Authority for the intersection of Trussler Road and Region Road 97 (Cedar Creek Rd.) and Oxford County Road 8 in the Mitchell Drain watershed that require an improved drain outlet for the proposed construction of a roundabout from the Region of Waterloo and the County of Oxford,

Be it resolved that Council appoints K Smart & Associated Ltd., 85 McIntyre Dr. Kitchener, Ont. N2 R 1H6, to prepare a new drainage report as per the petition in accordance with Section 4 of the Drainage Act and that this report be included as part of the petition report of John Follings of Follingdale Farms Limited at Lot 1 Concession 12 and the Section 78 report for repair and improvement of the Mitchell Drain.

.Carried

ii. DS-19-17 – Monthly Report

**RESOLUTION #7**

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

That DS-19-17 be received as information.

.Carried

**b. Jim Borton – Director of Public Works**

i. PW-19-23 – Monthly Report

**RESOLUTION #8**

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

That report PW-19-23 be received as information

.Carried

ii. PW-19-24 – Centarus in Bright

**RESOLUTION #9**

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

That Report PW-19-24 be received as information;

And further that Council permit staff to work with Certarus on getting Township Road 10 between Oxford Road 22 and Blandford Road prepared for hard surfacing/paving and the removal of the seasonal weight restriction on this section of Township Road 10 and the removal of the season weight restriction on Blandford Road between Oxford Road 8 & Oxford Road 29.

.Carried

**c. John Scherer – Manager of Building Services/CBO**



i. CBO-19-14 – Monthly Report

**RESOLUTION #10**

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

That Report CBO-19-14 be received as information.

.Carried

**d. Trevor Baer – Acting Manager of Community Services**

i. CS-19-09 – Monthly Report

**RESOLUTION #11**

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

That Report CS-19-09 be received as information.

.Carried

**e. Denise Krug – Director of Finance/Treasurer**

i. TR-19-14 – Interim Financial Report – 2<sup>nd</sup> Quarter

**RESOLUTION #12**

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

That Report TR-19-14 be received as information.

.Carried

ii. TR-19-16 – 2020 Budget Schedule

**RESOLUTION #13**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

That Report TR-19-16 be received as information;

And further that Council adopt the budget schedule for the 2020 Operating and Capital Budgets as set out in Report TR-19-16.

.Carried

**f. Rodger Mordue – CAO/Clerk**

- i. CAO-19-12 – Request to sell a portion of Township property

**RESOLUTION #14**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

That Report CAO-19-12 be received; and,

That council approve the request from Jon and Kristy Steen to increase the area of land to be purchased from the Township at 29 Station Street, Drumbo by approximately 5 ft.

.Carried

**10. Reports from Council Members**

Councilor Banbury spoke on the Decoration Day at Princeton Cemetery.

Councilor Balzer recognized the Plattsville Heritage Society for their recent 50s/60s event.

Council Balzer recognized Jacob Mosher and his contributions to the community, and the Fire Department.

Councilor Demarest commended all the volunteers involved with PDP Ball, and spoke on the achievements of the teams.

Mayor Peterson spoke on the remembrance held for Jacob Mosher.

Mayor Peterson spoke on the County of Oxford's report regarding Princeton wastewater.

**11. Unfinished Business**

None.

**12. Motions and Notices of Motion**

None.

**13. New Business**

None.

**14. Closed Session**

**RESOLUTION #15**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that Council moves into Closed Session under the authority of  
Section 239 of the Municipal Act at 5:20 p.m. to discuss;

- a) Personal matters about an identifiable individual, including municipal or local board employees
  - Manager of Community Services; and
- b) A proposed or pending acquisition or disposition of land by the municipality
  - Vesting of unsuccessful tax sale property
  - Blenheim Road/CN Bridge property acquisitions

.Carried

**RESOLUTION #16**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 6:25 p.m.

.Carried

## 15. By-laws

### RESOLUTION #17

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

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

- By-law 2151-2019, Being a By-law to amend zoning By-law 1360-2019 (Llodyn Farms)
- By-law 2152-2019, Being a By-law to confirm the proceedings of Council

.Carried

### RESOLUTION #18

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

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

- By-law 2151-2019, Being a By-law to amend zoning By-law 1360-2019 (Llodyn Farms)
- By-law 2152-2019, Being a By-law to confirm the proceedings of Council

.Carried

## 16. Other Business

### RESOLUTION #19

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

That Whereas a tax sale process was commenced for a property at 3 Wilmot Street North Drumbo; and,

Whereas tenders closed on August 15, 2019 without the Township receiving any submissions for purchase,

Be it Resolved That staff be directed to vest the property at 3 Wilmot Street North, Drumbo, assessment roll number 3245-020-050-12600-0000; and,

That Council authorize staff to write off taxes, penalties and interest in the amount of \$95,270.58 plus any additional levies or penalties that may be added from September 4, 2019 until the date of actual write-off on lands vested by the municipality; and,

That the appropriate amounts be charged back to the upper tier and applicable school board(s).

.Carried

## 17. Adjournment and Next Meeting

### RESOLUTION #20

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 6:35 p.m.;

Be it hereby resolved that Council does now adjourn to meet again on Wednesday, September 18, 2019 at 4:00 p.m. in Council Chambers for regular meeting.

.Carried

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Mark Peterson, Mayor  
Township of Blandford-Blenheim

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Rodger Mordue CAO / Clerk  
Township of Blandford-Blenheim



Sept 11 2019

Mr. Rodger Mordue

Blandford-Blenheim Township

CAO and Clerk

47 Wilmot St. South, Box 100

Drumbo, ON, N0J 1G0

The Friends of Princeton Park are seeking council to support the advancement to complete phase two of the Recreational Sports Pad project at the Princeton Park, to provide funding in the amount of \$35,000 in which the Friends of Princeton Park will agree to pay back over 10 years, (\$3500 a year) The provision of funds by council will allow Friends of Princeton Park to move forward, if Trillium fund is not granted. Total cost of this project is \$93,000. This funding will allow for Boards around the pad, 4 Basket Ball nets, spot to put up Tennis nets or Volley Ball nets, spot to do ice for, skating, or hockey (winter season) solar lighting system. This multi purpose pad will be functional 12 months of the year.

The chart below will show council the projects that Friends of Princeton park have been involved in, and how project was funded in the past.

Items	Friends of Princeton funds	Township of Blandford Blenheim funds	Grants
Park Playground	\$22,084.57	\$7500	\$0
Building	\$87,793.81	\$11445.63	\$0
Centennial Hall	\$3333.30	\$0	\$0
Park Expansion	\$14,000	\$	\$88,000.00
All Purpose Pad	\$55,767.30	\$8000	\$26,400.00
Princeton Hall rental for events	\$5082.06	\$0	\$0
Lottery Licence for fundraising	\$3880.20	\$0	\$0
All Purpose Pad second phase	\$51,808.00	\$7000	\$0
Total	\$234,786.98	\$33,924.63	\$114,400.00

The Friends of Princeton Park have pledged \$14,000 for the Princeton Park Expansion. This was to be paid in 7 years (\$2000 year). This agreement was put in place Oct 2014 and the full payment was made Dec 2017 to the Township of Blandford Blenheim.

The friends of Princeton Park are confident in this process, as the Township of Blandford Blenheim has done a similar agreement with the Drumbo lions club for the Splash Pad.

We are looking for the loan to complete this project. This loan will only be used if we do not secure the funds from Trillium, out come of Trillium grant will be shared by middle of October 2019.

Thanks for taking the time to review this request, we believe that finishing this project will help bring our community, and entire township together as a whole.

Respectfully, Edna Williamson

Friends of Princeton Park

519-537-9446

## COMMITTEE OF ADJUSTMENT MINUTES

The Township of Blandford-Blenheim Committee of Adjustment met at 4:26 pm.

Present: Mayor Peterson, Members Balzer, Banbury, Demarest and Read.

Staff: Baer, Bell, Harmer, Krug, Mordue, Scherer and Richardson.

Others: Rebecca Smith, Planner, Oxford County.

Mayor Peterson in the Chair

### Minutes

- i. April 17, 2019 meeting of the Committee of Adjustment

Verbal adoption of the Minutes of the Meeting of the Committee of Adjustment.

Moved by – Bruce Banbury  
Seconded by – Justin Read

### Applications

- i. Minor Variance Application A03-19, submitted by Charles Jerome, Charles Jordan and Jade Van De Slyke.

The Planner presented the report, recommending approval. The applicant was present. No one spoke for or against the application.

For application A03-19 the decision was signed as approved.

- ii. Minor Variance application A04-19, submitted by Mildred Sinclair

The Planner presented the report, recommending approval. The applicant was present. No one spoke for or against the application.

For application A04-19 the decision was signed as approved.

- iii. Minor Variance application A05-19, submitted by Jeffrey & Meredith Gingrich, Applicant Patrick McDonald.

The Planner presented the report, recommending approval. The applicant was present. No one spoke for or against the application.

For application A05-19 the decision was signed as approved.

The Committee adjourned at 4:33 p.m. and the Open Council meeting resumed.



**Community Planning**

P. O. Box 1614, 21 Reeve Street

Woodstock Ontario N4S 7Y3

Phone: 519-539-9800 • Fax: 519-421-4712

Web site: [www.oxfordcounty.ca](http://www.oxfordcounty.ca)

Our File: A06-19

**APPLICATION FOR MINOR VARIANCE**

**TO:** Township of Blandford-Blenheim Committee of Adjustment  
**MEETING:** September 18, 2019  
**REPORT NUMBER:** 2019-289

**OWNERS:** Mark & Trisha Robb  
807708 Oxford Road 29, Drumbo ON, N0J 1G0

**VARIANCE REQUESTED:**

1. Relief from **Section 5.1, Table 5.1.1.3 – Regulations for Accessory Uses**, to increase the maximum permitted lot coverage of a building accessory to a residential use from 100 m<sup>2</sup> (1,076.4 ft<sup>2</sup>) to 171.9 m<sup>2</sup> (1,850 ft<sup>2</sup>) to facilitate the construction of a detached garage on the subject property.

**LOCATION:**

The subject property is described as Part Lot 2, Concession 6 (Blenheim), in the Township of Blandford-Blenheim. The property is located on the south side of Oxford Road 29, west of Brant-Oxford Road, and is municipally known as 807708 Oxford Road 29.

**BACKGROUND INFORMATION:**

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "B-1" Township of Blandford-Blenheim Land Use Plan Agricultural Reserve

TOWNSHIP ZONING BY-LAW NO. 1360-2002: Residential Existing Lot Zone (RE)

**SURROUNDING LAND USES:** Predominately agricultural, with a couple of non-farm rural residential lots in the vicinity

**COMMENTS:**(a) Purpose of the Application:

The applicants are requesting relief from the above noted provision of the Township's Zoning By-law to facilitate the construction of a detached garage on the northwest corner of the subject property.

The proposed detached garage will comprise approximately 139.4 m<sup>2</sup> (1,500 ft<sup>2</sup>), with a height of 4.9 m (16 ft). In addition to the existing storage building on the property, the total accessory building lot coverage will be approximately 171.9 m<sup>2</sup> (1,850 ft<sup>2</sup>). The existing shed on the southeast corner of the property is exempt from the total coverage calculation, as it is less than 10 m<sup>2</sup> (100 ft<sup>2</sup>).

The subject property comprises approximately 0.4 ha (1 ac) and is currently occupied by an existing single detached dwelling, storage building and shed.

Plate 1, Existing Zoning & Location Map, shows the location of the subject lands and the 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, Applicants' Sketch, shows the location of the existing single detached dwelling, storage building and shed on the subject property, as well as the proposed detached garage.

(b) Agency Comments:

The application was reviewed by a number of public agencies. The Township Director of Protective Services, Township Drainage Superintendent, Township Director of Public Works, County Public Works Department and Southwestern Public Health had no comments or concerns regarding the proposal.

(c) Public Consultation:

Public Notice was sent to neighbouring property owners on August 22, 2019. At the time of writing this report, no comments or concerns had been received from the public.

(d) Intent and Purpose of the Official Plan:

The subject property is located within the 'Agricultural Reserve' designation according to the County Official Plan. In the Agricultural Reserve, lands are to be developed for a wide variety of agricultural land uses, including general farming, animal or poultry operations, regulated livestock farms, cash crop farms and specialty crop farms, together with farm buildings and structures necessary to the farming operation, and accessory residential uses required for the farm.

Typically, the development of an accessory structure for personal storage purposes on an existing rural residential property meets the intent of the Agricultural Reserve policies, providing such development occurs in accordance with the provisions of the Zoning By-law.

(e) Intent and Purpose of the Zoning By-law:

The subject property is zoned 'Residential Existing Lot Zone (RE)' according to the Township Zoning By-law, which permits single detached dwellings and accessory structures thereto.

Accessory structures are permitted on an 'RE' zoned lot to a maximum lot coverage of 100 m<sup>2</sup> (1,076.4 ft<sup>2</sup>) of ground floor area or 10% of the lot area, whichever is less. This provision is intended to ensure such structures/buildings remain clearly secondary and ancillary to the main use of the property, while having minimal impacts on neighbouring properties. In addition, size limitations assist to ensure sufficient space is maintained on the property to accommodate grading/drainage, amenity space and parking.

The total accessory building lot coverage will only equate to approximately 4% of the lot area, and it would appear that sufficient area will continue to be available to accommodate parking, amenity space and drainage. As such, Staff are generally satisfied that the intent and purpose of the Zoning By-law will be maintained.

(f) Desirable Development/Use:

It is the opinion of this Office that the applicants request can be considered minor and desirable for the development of the subject property.

The applicants' request can be considered minor as the accessory building coverage will only equate to a small portion of the property, which will assist to ensure that the structure remains clearly secondary to the principle use. In addition, the subject property is sufficiently large enough to accommodate required parking, drainage and amenity area. As such, Planning Staff are satisfied that the proposed relief can be considered minor.

The proposed relief will also facilitate the construction of an accessory building on an existing residential lot, which is in keeping with development on similarly zoned properties. In this regard, it is not anticipated that the proposed relief will have any further impacts on neighbouring properties. As such, Staff are satisfied that the proposed development can be considered desirable, as it will facilitate a form of development that is in-keeping with the intent of the policies of the Official Plan.

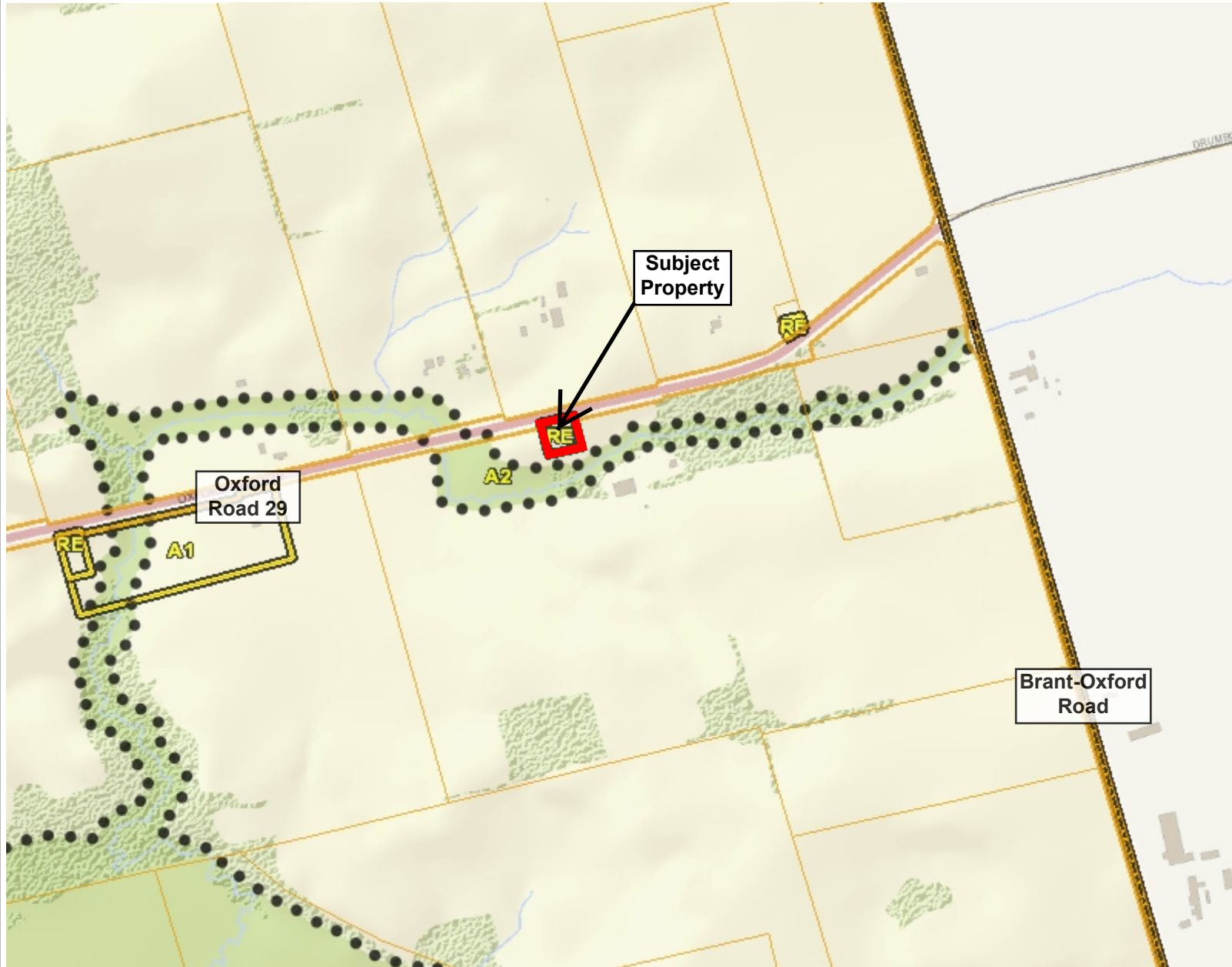
In light of the foregoing, it is the opinion of this Office that the requested relief is appropriate, minor, and in-keeping with the general intent and purpose of the County Official Plan and Township Zoning By-law and should be given favourable consideration.

## **RECOMMENDATION**

That the Township of Blandford-Blenheim Committee of Adjustment **approve** Application A06-19, submitted by Mark & Trisha Robb, for lands described as Part Lot 2, Concession 6 (Blenheim), Township of Blandford-Blenheim, as it relates to:

1. Relief from **Section 5.1, Table 5.1.1.3 – Regulations for Accessory Uses**, to increase the maximum permitted lot coverage of a building accessory to a residential use from 100 m<sup>2</sup> (1,076.4 ft<sup>2</sup>) to 171.9 m<sup>2</sup> (1,850 ft<sup>2</sup>) to facilitate the construction of a detached garage on the subject property.

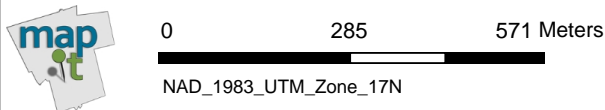




**Legend**

- 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
- Land Use Zoning (Displays 1:16000 to 1:500)

**Notes**



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

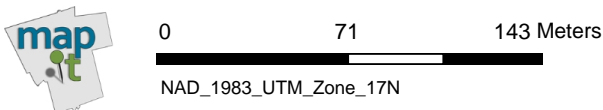
August 8, 2019



**Legend**

- Parcel Lines**
  - Property Boundary
  - Assessment Boundary
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  - Road
  - Municipal Boundary
- Environmental Protection**
- Flood Overlay**
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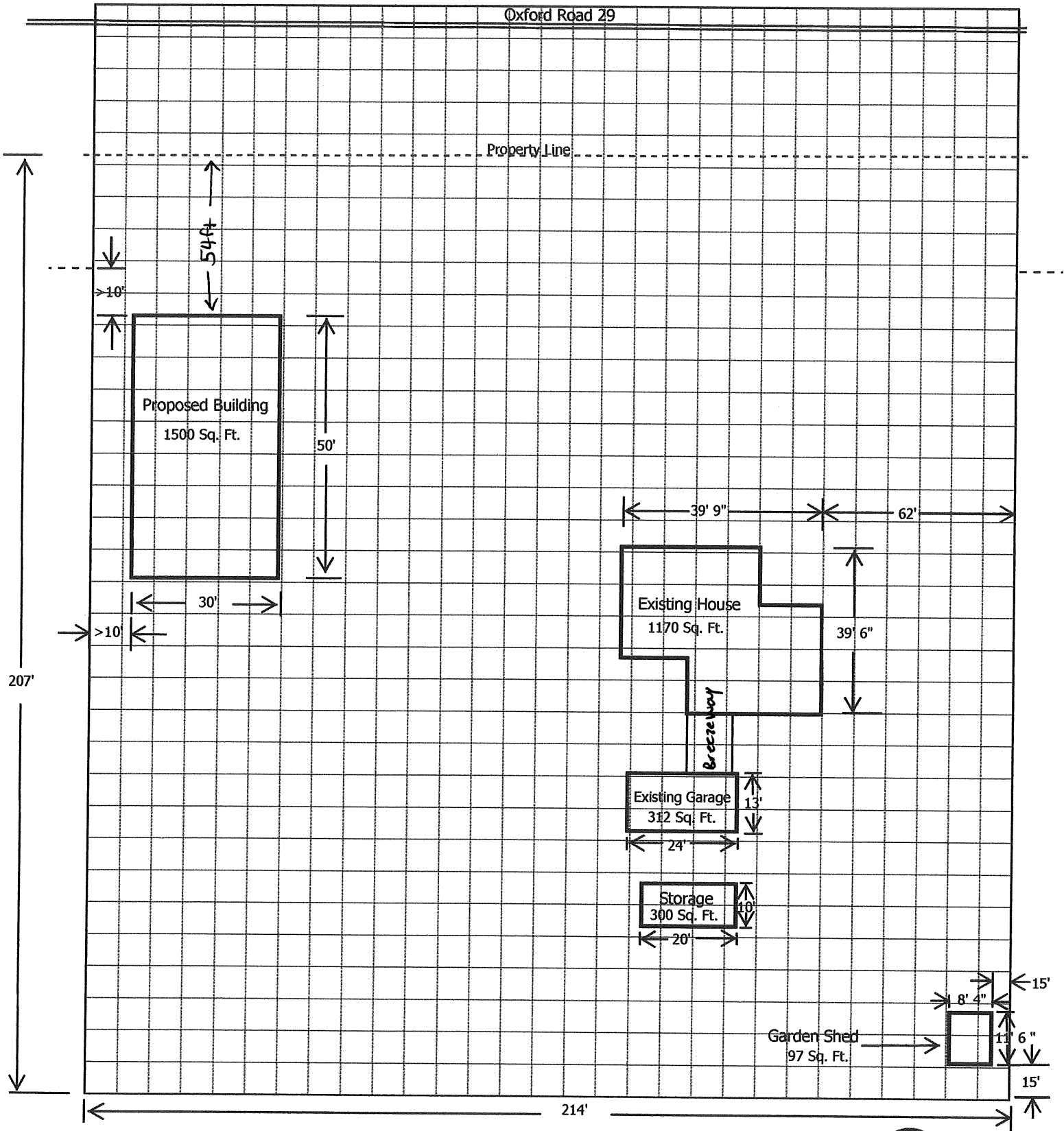
**Notes**



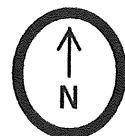
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August 8, 2019

**Plate 3 - Applicants' Sketch**  
**File No.: A-06/19 - Mark and Trisha Robb**  
**Part Lot 2, Concession 6 (Blenheim), Township of Blandford-Blenheim - 807708 Oxford Road 29**



Scale : 1 - 348 -Approx.





*Growing stronger together*

**Community Planning**

P. O. Box 1614, 21 Reeve Street

Woodstock Ontario N4S 7Y3

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Our File: A07-19

**APPLICATION FOR MINOR VARIANCE**

**TO:** Township of Blandford-Blenheim Committee of Adjustment  
**MEETING:** September 18, 2019  
**REPORT NUMBER:** 2019-290

**OWNER:** Drumbo Development Corp.  
2690 14th Line, Innisfil ON, L0L 1R0

**AGENT:** Gaspar Design Group  
5359 Timberlea Boulevard (Unit 23), Mississauga ON, L4W 4N5

**VARIANCE REQUESTED:**

Relief from **Section 11.2, Table 11.2 – Zone Provisions**, to decrease the minimum required exterior side yard width from 7.5 m (24.6 ft) to 7 m (22.9 ft), to facilitate the construction of a single-detached dwelling on the property.

**LOCATION:**

The subject property is described as Lot 52, 41M-266, in the Township of Blandford-Blenheim. The property is located on the southeast corner of Peterson Street, and is municipally known as 88 Peterson Street, Drumbo.

**BACKGROUND INFORMATION:**

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-3'	Village of Drumbo Land Use Plan	Low Density Residential

TOWNSHIP ZONING BY-LAW NO. 1360-2002: Special Residential Type 1 Zone (R1-14)

SURROUNDING LAND USES: Single detached dwellings and vacant lots planned for future residential development within an existing plan of subdivision.



**COMMENTS:**(a) Purpose of the Application:

The applicant is requesting relief from the above noted provision of the Township's Zoning By-law to facilitate the construction of a single detached dwelling on the subject property. As indicated by the applicant, relief is being sought due to the configuration of the lot and size of the proposed dwelling.

For the Committee's information, the existing 'R1-14' zoning that applies to the property was approved by Township Council in April 2018, for the purpose of increasing the maximum total lot coverage from 30% to 40% of the lot area, as well as reducing the minimum required rear and front yard depths from 7.5 m (24.6 ft) to 7 m (22.9 ft). The applicant is seeking to reduce the minimum required exterior side yard to ensure constituency with the existing reduced rear and front yard depths.

The subject property comprises approximately 716 m<sup>2</sup> (7,707 ft<sup>2</sup>) and is currently vacant of any buildings/structures. Surrounding uses include planned and existing low density residential development, with the Drumbo wastewater treatment plant and Canadian Pacific Railway farther west.

Plate 1, Existing Zoning & Location Map, shows the location of the subject lands and the 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 Sketch, shows the footprint of the proposed single detached dwelling and associated setbacks.

(b) Agency Comments:

The application was reviewed by a number of public agencies. The Township Director of Public Works, Township Drainage Superintendent, Township Director of Protective Services, County Public Works Department and County Public Health & Emergency Services Department had no comments or concerns regarding the proposal.

(c) Public Consultation:

Public Notice was sent to the neighbours on August 22, 2019. At the time of writing this report, no comments or concerns had been received from the public.

(d) Intent and Purpose of the Official Plan:

The subject property is located within the Village of Drumbo, which is designated as a 'Serviced Village' according to the Settlement Strategy Plan contained in the County Official Plan. The property is also located within the 'Low Density Residential' designation according to the Village of Drumbo Land Use Plan.

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.

The use of the lands for a single-detached dwelling is in keeping with the intent and purpose of the relevant policies of the Official Plan.

(e) Intent and Purpose of the Zoning By-law:

The subject property is zoned 'Special Residential Type 1 Zone (R1-14)' according to the Township Zoning By-law, which permits a single-detached dwelling. The 'R1-14' zone also permits a maximum total lot coverage of 40% for all buildings and structures, minimum rear and front yard depths of 7 m (22.9 ft), and a minimum exterior side yard width of 7.5 m (24.6 ft).

The applicant is requesting to reduce the minimum required exterior side yard width to 7 m (22.9 ft). The exterior side yard provision is intended to limit the extent of buildings and structures on a lot to ensure proper sightlines and common building setbacks along roads. This provision also assists to ensure adequate space is available for parking on the property without interfering with the normal use and maintenance of the Township road allowance.

Staff are satisfied that the proposed relief is in keeping with the intent and purpose of the Zoning By-law. The requested relief is considered to be a minor deviation from the minimum requirement of the Zoning By-law, and the proposed exterior side yard will be consistent with the existing front yard depth of the 'R1-14' zone, which will ensure consistent building setbacks along Peterson Street. It would also appear that the sight triangle on the southeast corner of the property will not be impeded, and it is not anticipated that the proposal will have any negative impacts on sightlines along the Peterson Street.

(f) Desirable Development/Use:

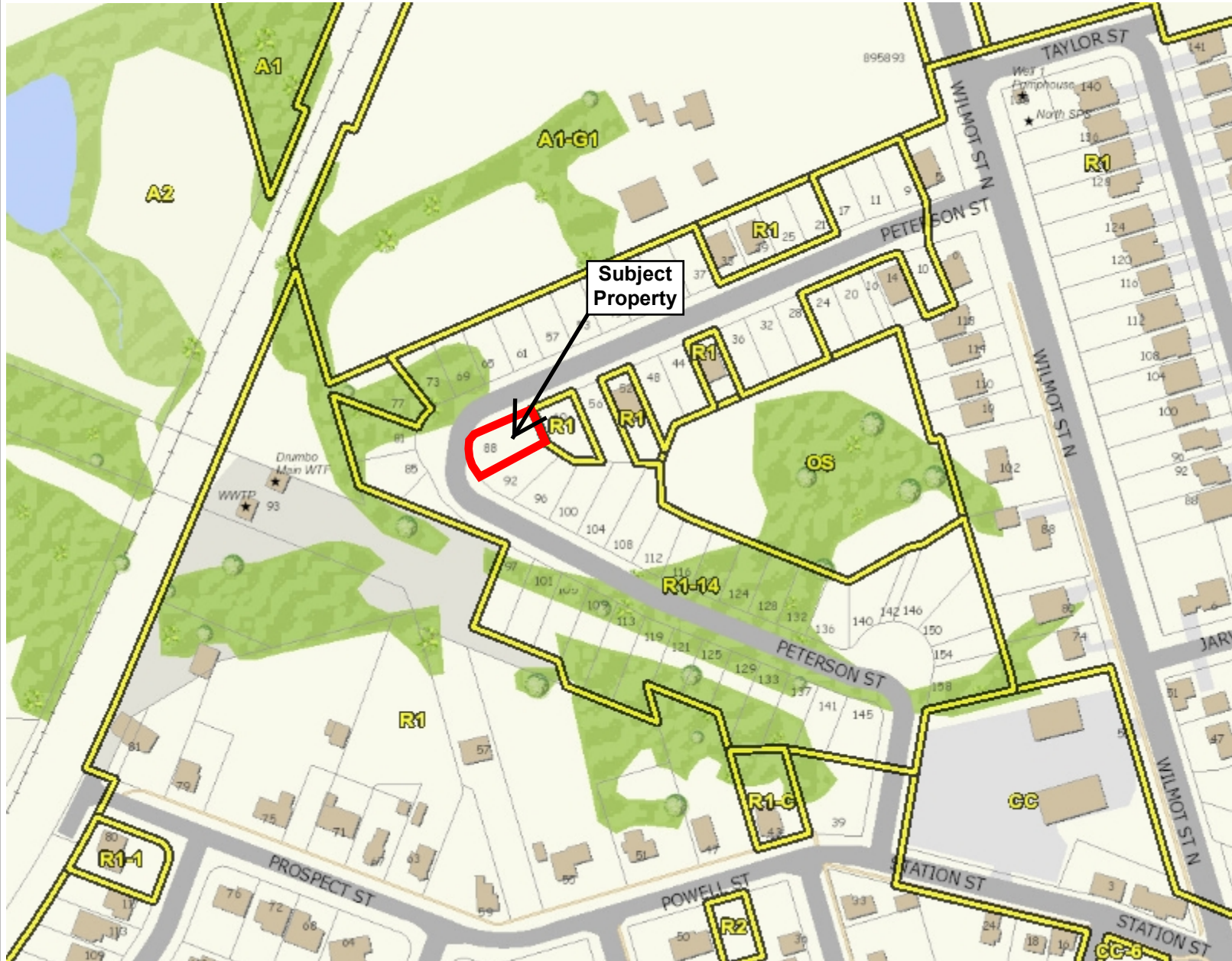
It is the opinion of this Office that the applicants' request can be considered minor and desirable for the development of the subject property.

The requested relief can be considered minor as it is not anticipated that the proposal will negatively impact sightlines along Peterson Street, and a consistent building setback will continue to be provided.

The proposed development can also be considered desirable as it will be consistent with the existing and planned development in the area, and is not anticipated to negatively impact neighbouring properties. Furthermore, the proposed use of the lands is in keeping with the intent of the Official plan policies respecting low density residential development.

In light of the foregoing, it is the opinion of this Office that the requested relief is appropriate, minor, and in keeping with the general intent and purpose of the County Official Plan and Township Zoning By-law and should be given favourable consideration.





**Legend**

- Environmental Protection Flood Overlay
  - Flood Fringe
  - Floodway
  - Environmental Protection (EP1)
  - Environmental Protection (EP2)
- Zoning Floodlines Regulation Limit
  - 100 Year Flood Line
  - 30 Metre Setback
  - Conservation Authority Regulation Limit
  - Regulatory Flood And Fill Lines
- Land Use Zoning (Displays 1:16000 to 1:500)

**Notes**



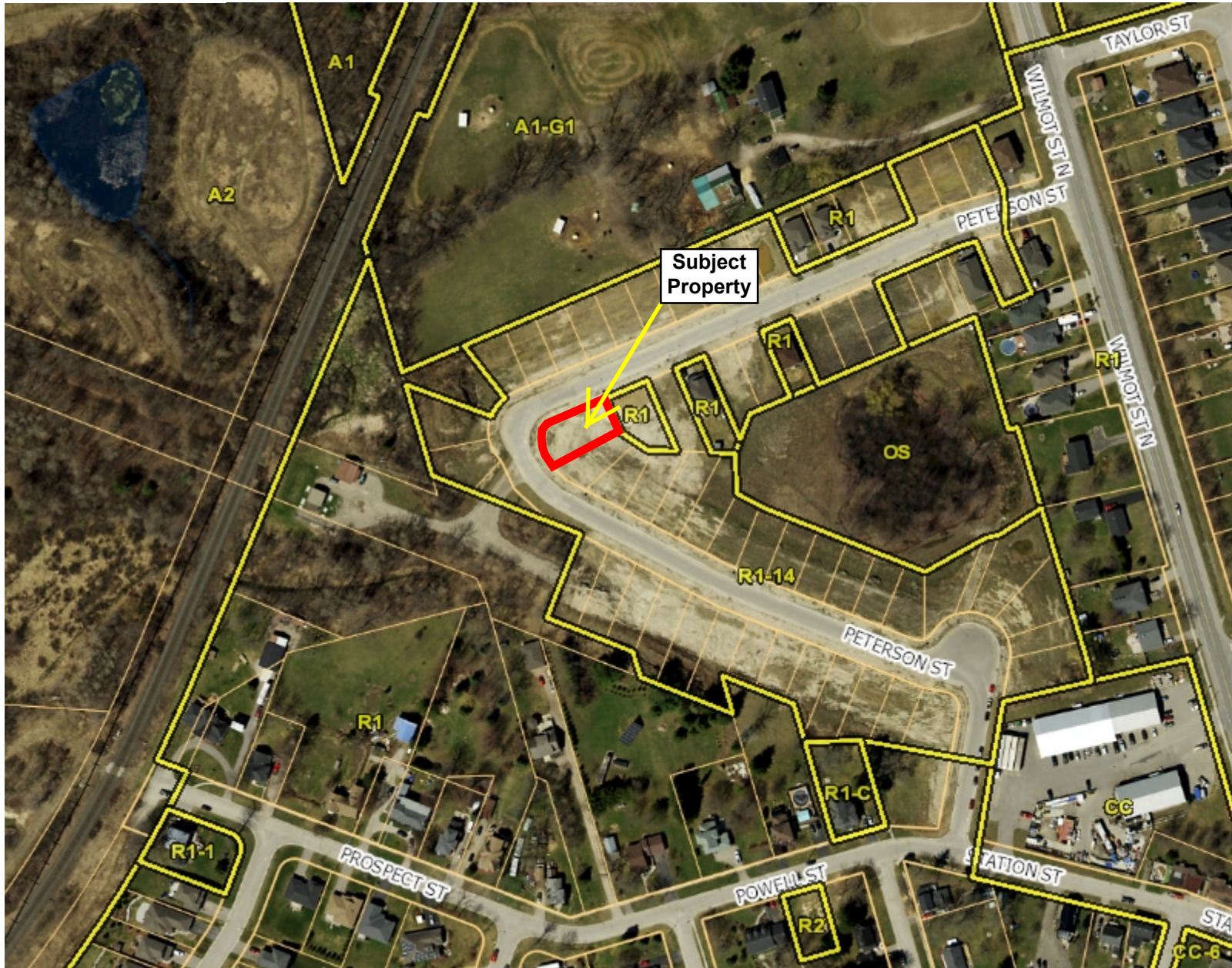
0 71 143 Meters

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

August 9, 2019



**Legend**

- Environmental Protection Flood Overlay
  - Flood Fringe
  - Floodway
  - Environmental Protection (EP1)
  - Environmental Protection (EP2)
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**Notes**



0 71 143 Meters



NAD\_1983\_UTM\_Zone\_17N



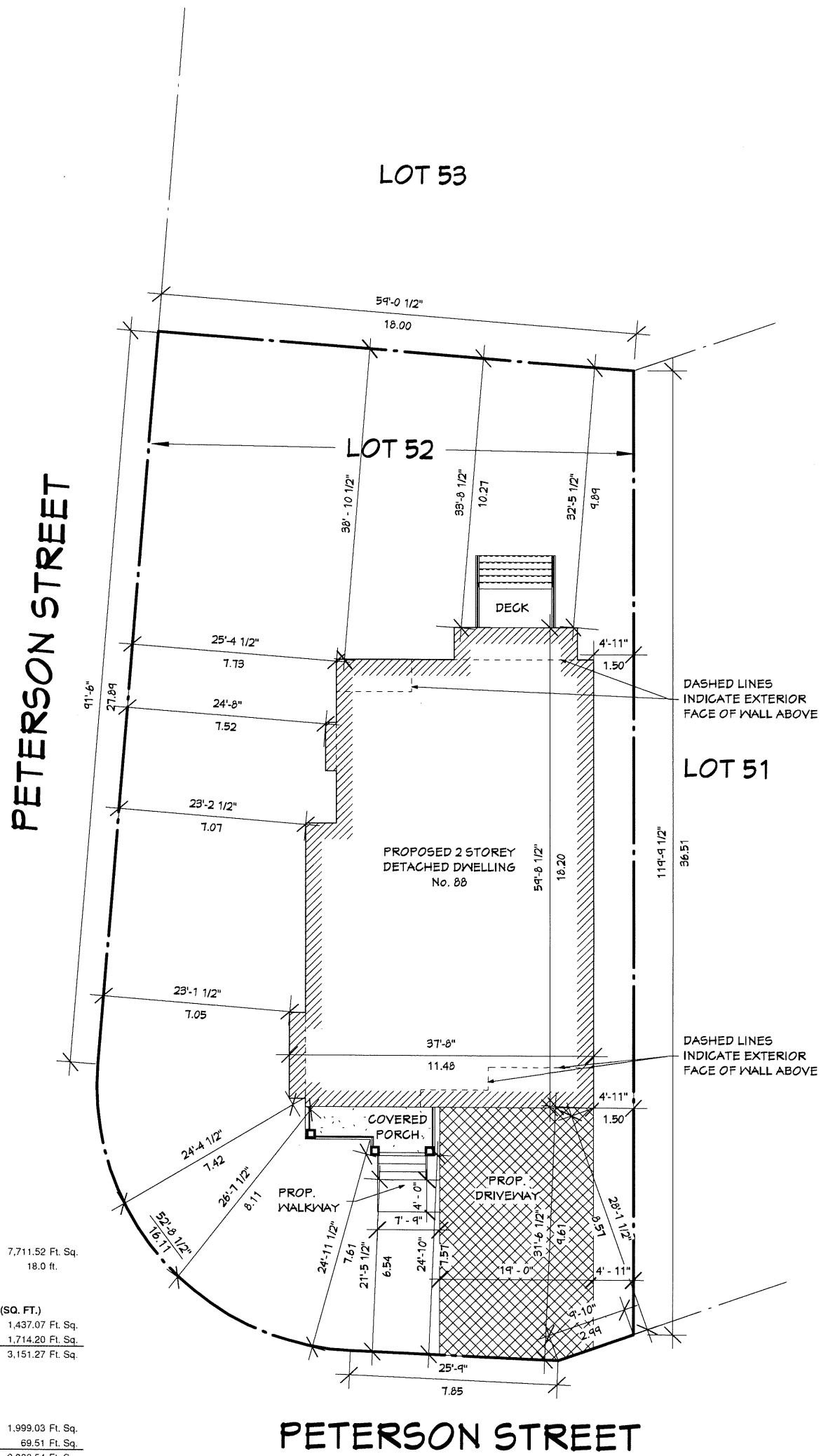
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

August 9, 2019

**Plate 3 - Applicant Sketch**

**File No.: A-07/19 - Drumbo Development Corp.**

**Lot 52, 41M-266, Township of Blandford-Blenheim - 88 Peterson Street, Drumbo**



**SITE STATISTICS: 88 PETERSON STREET**

LOT AREA	=	716.42 m <sup>2</sup>	7,711.52 Ft. Sq.
LOT FRONTAGE @ STREET LINE	=	5.49 m	18.0 ft.

**PROPOSED G.F.A.:**

	m <sup>2</sup>	(SQ. FT.)
FIRST FLOOR AREA	= 133.51 m <sup>2</sup>	1,437.07 Ft. Sq.
SECOND FLOOR AREA	= 159.26 m <sup>2</sup>	1,714.20 Ft. Sq.
TOTAL PROP. G.F.A.	= 292.75 m <sup>2</sup>	3,151.27 Ft. Sq.
	= 40.86%	


**PROPOSED COVERAGE.:**

HOUSE AREA	=	185.72 m <sup>2</sup>	1,999.03 Ft. Sq.
COVERED FRONT PORCH	=	6.46 m <sup>2</sup>	69.51 Ft. Sq.
TOTAL COVERAGE	=	192.17 m <sup>2</sup>	2,068.54 Ft. Sq.
	=	26.82%	

**FRONT YARD AREAS:**

FRONT YARD AREA	=	166.50 m <sup>2</sup>	1,792.17 Sq. Ft.
FRONT PORCH AREA	=	6.46 m <sup>2</sup>	69.51 Sq. Ft.
PROP. CONC. STAIRS	=	1.72 m <sup>2</sup>	18.48 Sq. Ft.
PROP. DRIVEWAY	=	54.48 m <sup>2</sup>	586.42 Sq. Ft.
WALKWAY AREA	=	2.88 m <sup>2</sup>	30.96 Sq. Ft.
PROPOSED FRONT YARD LANDSCAPE	=	100.97 m <sup>2</sup>	1,086.80 Sq. Ft.
LANDSCAPING AREA	=	60.64%	

**1 SITE PLAN**  
**A-01 SCALE: 1:200**

NO.	DESCRIPTION	DATE	SEAL	ALL DRAWINGS AND SPECIFICATIONS IS AN INSTRUMENT OF SERVICE AND REMAINS THE EXCLUSIVE PROPERTY OF GASPAR DESIGN GROUP, AND ARE PROTECTED UNDER THE COPYRIGHT ACT. THEY MAY NOT BE REPRODUCED, DISTRIBUTED, ALTERED OR SUBMITTED FOR APPROVALS WITHOUT WRITTEN PERMISSION OF GASPAR DESIGN GROUP	 <b>GASPAR DESIGN GROUP</b> 5359 TIMBERLEA BLVD. UNIT #23 MISSISSAUGA, ONT. L4W 4N5 INFO@GASPARDESIGNGROUP.COM T. (647) 894-0889 F. (905) 501-9230 GASPARDESIGNGROUP.COM	PETERSON RESIDENCE	
				DO NOT SCALE DRAWINGS, DIMENSIONS TO TAKE PRECEDENT OVER SCALE. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT ARCHITECTS, SERVICES, ENGINEERS AND GASPAR DESIGN GROUP DRAWINGS AND SPECIFICATIONS. CONTRACTOR TO CHECK AND VERIFY ALL DIMENSIONS AND LEVELS ON DRAWINGS AND ON SITE AND REPORT ANY OMISSIONS OR DISCREPANCIES TO GASPAR DESIGN GROUP AND OBTAIN CLARIFICATION PRIOR TO COMMENCING WITH THE WORK		DRAWING SITE PLAN	SCALE 1 : 200
				PROJECT PROPOSED TWO STOREY DETACHED DWELLING		DATE 07/23/2019	APPROVED BY M.R.
				88 PETERSON STREET DRUMBO, ON		PROJECT NO. 19-02	DRAWING NO. A-01

Sept. 10, 2019

Dear Mr. Mordue,

This letter is a formal request for a leave of absence, to follow up on our meeting last week. As we discussed, I would like to request an unpaid leave of absence from council effective immediately through Feb. 29<sup>th</sup>, 2020.

I am hoping to reassess and potentially resume my council duties commencing March 1<sup>st</sup>, 2020. Please let me know if I can provide further information or if you have any questions.

Thank you for your consideration in providing me with this opportunity for a personal leave.

Sincerely,

A handwritten signature in black ink, appearing to read "Justin Read". The signature is written in a cursive style with a large initial "J" and "R".

Justin Read

Councillor of Blandford-Blenheim

September 6, 2019

Township of Blandford-Blenheim  
47 Wilmot Street South  
Drumbo, ON N0J 1G0

**RE: Drumbo Pedestrian Traffic Control Studies**

---

Dear Rodger Mordue,

We are pleased to present the findings of the pedestrian traffic control studies that was completed this year on Oxford Street (Oxford Road 29) in Drumbo. The pedestrian studies were identified as a recommended implementation measure as part of the Drumbo speed and road safety review that was undertaken by the County in 2018.

Correspondence from Blandford Blenheim Township Council was received by Oxford County Council on August 8, 2018 regarding speeding concerns in Drumbo. In response, County staff completed an analysis of traffic speed and road safety concerns and presented the findings and recommendations to Blandford Blenheim Council on February 20, 2019. These recommendations were subsequently endorsed by Oxford County Council on April 10, 2019.

During review of the preliminary findings of the speed and road safety review and development of recommended implementation measures, the potential need for pedestrian crossings at two locations on Oxford Street was identified by Blandford Blenheim representatives. Pedestrians cross at uncontrolled crossings near Mechanic Street enroute to and from school, and near Henry Street to access Drumbo Park. There are currently no pedestrian crossings on Oxford Street except at the main intersection at Wilmot Street that is controlled by an all-way stop.

The pedestrian traffic control studies at Mechanic Street and Henry Street (on Oxford Street) were completed in June and July this year. The results indicated that pedestrian volumes at both locations meet warrants for controlled pedestrian crossings for Level 2 Type B PXO, in accordance with the Ontario Traffic Manual (OTM) Book 15. The locations of the controlled pedestrian crossings on Oxford Street are recommended at the intersections of Mechanic Street (west side) and Henry Street (west side) as shown on the attached map.

Installation of the pedestrian crossings as proposed on Oxford Street in Drumbo will be included in the County's 2020 Business Plan and Budget, and if approved by Oxford County Council, will proceed in Q3 2020.

We trust the above is satisfactory. Please contact us if you have any questions or comments.

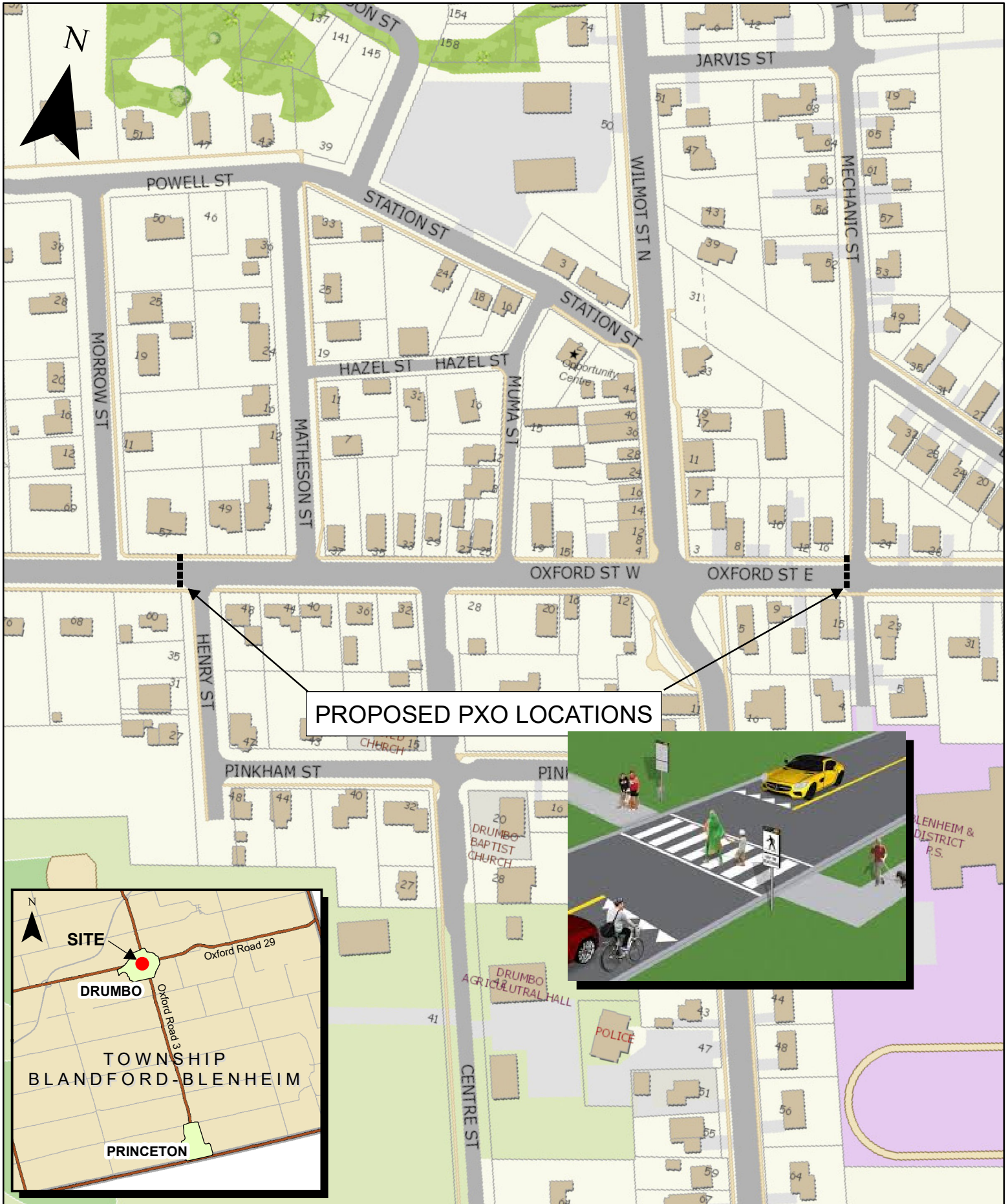
Sincerely,



David Simpson, P.Eng., PMP  
Director of Public Works



# DRUMBO PEDESTRIAN TRAFFIC STUDY (Oxford St.)





## TOWNSHIP OF BLANDFORD-BLENHEIM

### Agenda Item

<b>To:</b>	Members of Council	<b>From:</b>	Rick Richardson – Director of Protective Services
<b>Reviewed By:</b>	Rodger Mordue	<b>Date:</b>	September 12 <sup>th</sup> , 2019
<b>Subject:</b>	August Monthly Report	<b>Council Meeting Date:</b>	September 18 <sup>th</sup> , 2019
<b>Report #:</b>	FC-19-10		

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### Recommendation:

That Report FC-19-10 is received as information

### Background:

To provide Council with an update regarding the activities of the Protective Services Department, for the month of August 2019

### Analysis/Discussion:

#### Fire:

- (38) burn permits were issued in August
- August 2019 monthly fire calls (attach)
- Total fire calls from Jan to Aug since 2016

#### Meetings, Courses and Training Attended:

- August 6<sup>th</sup> we are pleased to announce that Derek Van Pagee has accepted the position of RFSOC Training Officer. Derek will be responsible for the administration of the RFSOC training programs, including the Recruit Training Program. Derek brings with him 14 years of experience in education and education administration. Derek holds a Bachelor of Education from Brock University, an Honors Bachelor of Arts Degree in History from the University of Guelph. Derek is a member of the OFMEM Provincial Advisory Committee for NFPA 1035 Fire Educator, and was recently awarded the Fire Prevention Officers of Ontario Employee of the year for his contributions to public fire and life safety education. Derek will commence his duties on August 19<sup>th</sup>, 2019 and will be reporting to the Township of Norwich Administration Building.
- August 8<sup>th</sup> attended Drumbo Station for station wear measuring for firefighters

- August 14<sup>th</sup> it is with great sadness to report that Bright Firefighter Jacob Mosher passed away suddenly as a result of a motor vehicle accident on his way home from work. Jake was in his 23<sup>rd</sup> year. A large number of Blandford Blenheim firefighters attended the visitation for Jake on Tuesday evening August 20<sup>th</sup> and his funeral service the following day at the Plattsville Missionary Church. Jacob was a good solid firefighter at Bright Station and we are all going to miss his big friendly smile when he walked into a room.
- August 21<sup>st</sup> attended Plattsville Arena along with 16 Township firefighters and officers to set up and test our second annual Practical Physical screening test
- August 22<sup>nd</sup> attended management meeting
- August 24<sup>th</sup> attended Plattsville arena along with 17 Township firefighters and officers to put 18 recruits through (6) physical demanding scenarios:
  1. Ladder lift
  2. Victim drag
  3. Confined space confidence
  4. Equipment hoisting
  5. Confidence with heights
  6. Load, carry and climb

We had a very successful morning based on the feedback from the recruits, our officers and firefighters who assisted that day.

- August 26<sup>th</sup> Drumbo Captain Scott Reid was appointed as the new Deputy Chief for the Drumbo Station effective September 1<sup>st</sup> ,2019. Scott started his firefighter career with our Township in 2006 at Drumbo Station. He was appointed Drumbo Captain in March of 2012. Scott is NFPA certified in a number of firefighting courses and has outstanding people skills.
- August 27<sup>th</sup> Drumbo firefighter Rob Campbell was appointed to the vacant Captains position at Drumbo Station effective September 1<sup>st</sup> ,2019. Rob started his firefighter career with our Township in 2009. Rob was one of the finalists last year for a vacant Drumbo Captains position. We look forward to working with Rob in future.

**August Fire Calls**

**Bright**

16	05-Aug	Twp. Rd 13	Medical Call
17	07-Aug	Albert St E	Medical Assist
18	11-Aug	Twp. Rd 11	Field Fire Assist
19	22-Aug	Twp. Rd 9	Medical Call

**Drumbo**

77	05-Aug	Hwy 401 Km 247	MVC
78	17-Aug	Hwy 401 Km 260	MVC
79	18-Aug	Hwy 401 Km 249	MVC
80	20-Aug	Hwy 401 Km 245	MVC
81	20-Aug	Cty Rd 3 @ 401	Smoke Investigation
82	23-Aug	Hubbard Rd	Medical Call

**Plattsville**

45	01-Aug	Isabella St W	Medical Call
46	02-Aug	King Rd	MVC
47	05-Aug	Twp. Rd 13	Medical Assist
48	07-Aug	Albert St W	Medical Call
49	11-Aug	Twp. Rd 11	Field Fire
50	13-Aug	River Rd	MVC
51	22-Aug	Twp. Rd 9	Medical Assist

**Princeton**

39	21-Aug	Hwy 2	Power Lines
40	27-Aug	West Quarter Townline	Medical Call

**BB Fire Calls as of Aug 31 2019**

	Aug 2016	Aug 2017	Aug 2018	Aug 2019	Difference (from 2016-2019)	
Bright	25	26	27	19	6	23%
Drumbo	129	95	116	82	47	49%
Plattsville	60	53	59	51	9	17%
Princeton	78	64	64	40	38	59%
EZT	<u>21</u>	<u>17</u>	<u>23</u>	<u>11</u>	10	59%
	313	255	289	203	110	

**By-Law Enforcement – August 2019****In Progress-2019**

- 19-06 – Parking – assigned to MEU
- 19-07 – Parking – assigned to MEU
- 19-15 – Parking – assigned to MEU
- 19-16 - Dirt Dumping – assigned to MEU (transferred from 18-24)
- 19-17 – Parking – assigned to MEU
- 19-18 – Dogs Running At Large – assigned to MEU (transferred from 18-009)
- 19-19 – Dog Barking – assigned to MEU

**Misc. By-Laws-2019**

- Phone call regarding pet pigs

**SEPA – 2019**

- 19-001 June 22 2019

**Closed By-Laws-2019**

- 19-01 – Noise - Dog Barking
- 19-02 – Noise – Construction
- 19-03 – Parking
- 19-04 – Parking
- 19-05 – Dogs Running at Large
- 19-08 – Dogs Running at Large
- 19-09 – Parking
- 19-10 – Dogs Running at Large
- 19-11 – Dog Bite (Tags)
- 19-12 – Dog Bite (Tags)
- 19-13 – Dogs Running At Large
- 19-14 – Other - Light

**New By-Laws-2019**

- Phone call regarding dog excrement
- Phone call regarding MNR regulations
- Phone call regarding unlicensed vehicles

**SEPA – 2019**

- 19-001 June 22 2019

**Closed By-Laws-2019**

- 19-01 – Noise - Dog Barking
- 19-02 – Noise – Construction
- 19-03 – Parking
- 19-04 – Parking
- 19-05 – Dogs Running at Large
- 19-09 – Parking
- 19-10 – Dogs Running at Large
- 19-11 – Dog Bite (Tags)
- 19-12 – Dog Bite (Tags)

**CEMC :**

Nothing to report for the month of August

Respectfully submitted by:

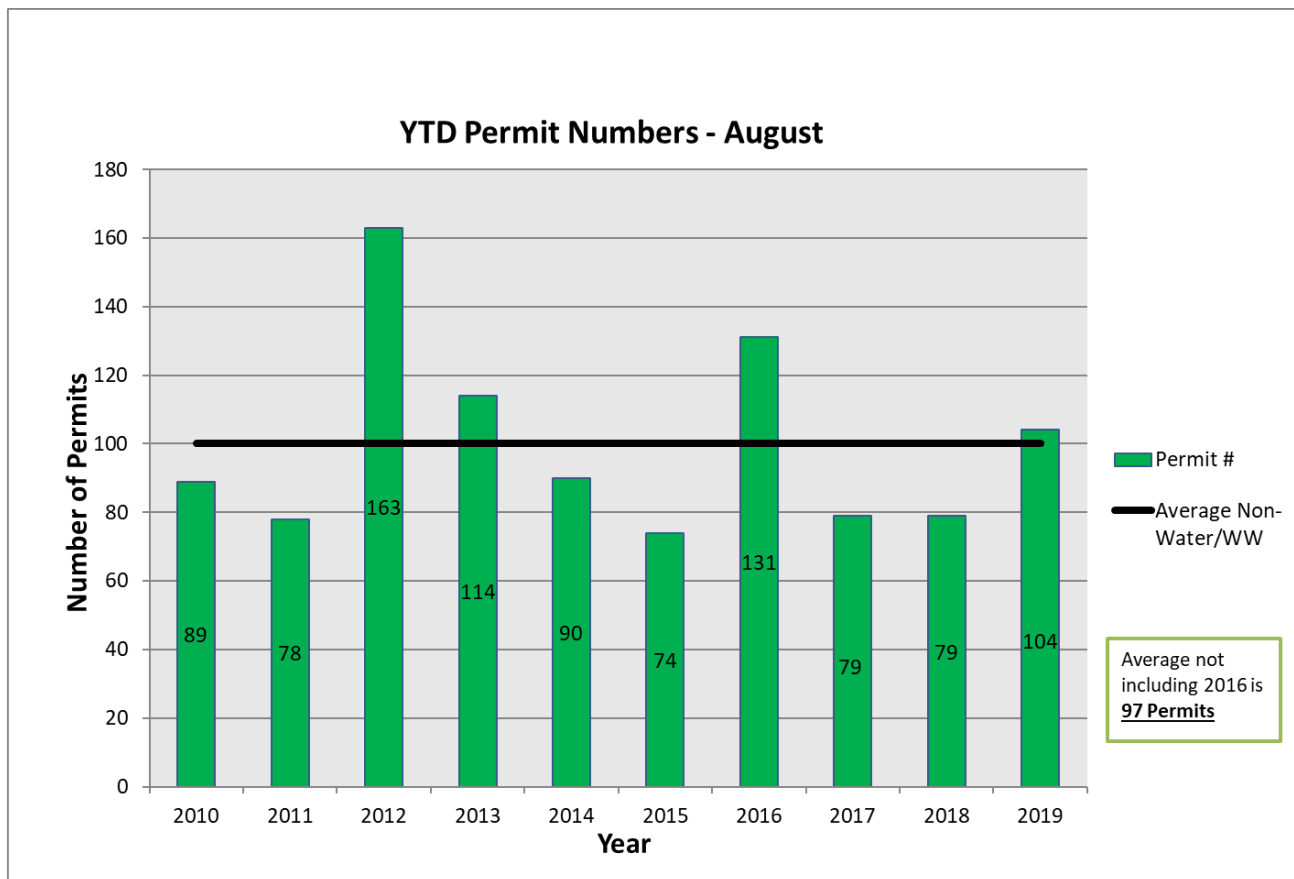
Rick Richardson  
Director of Protective Services



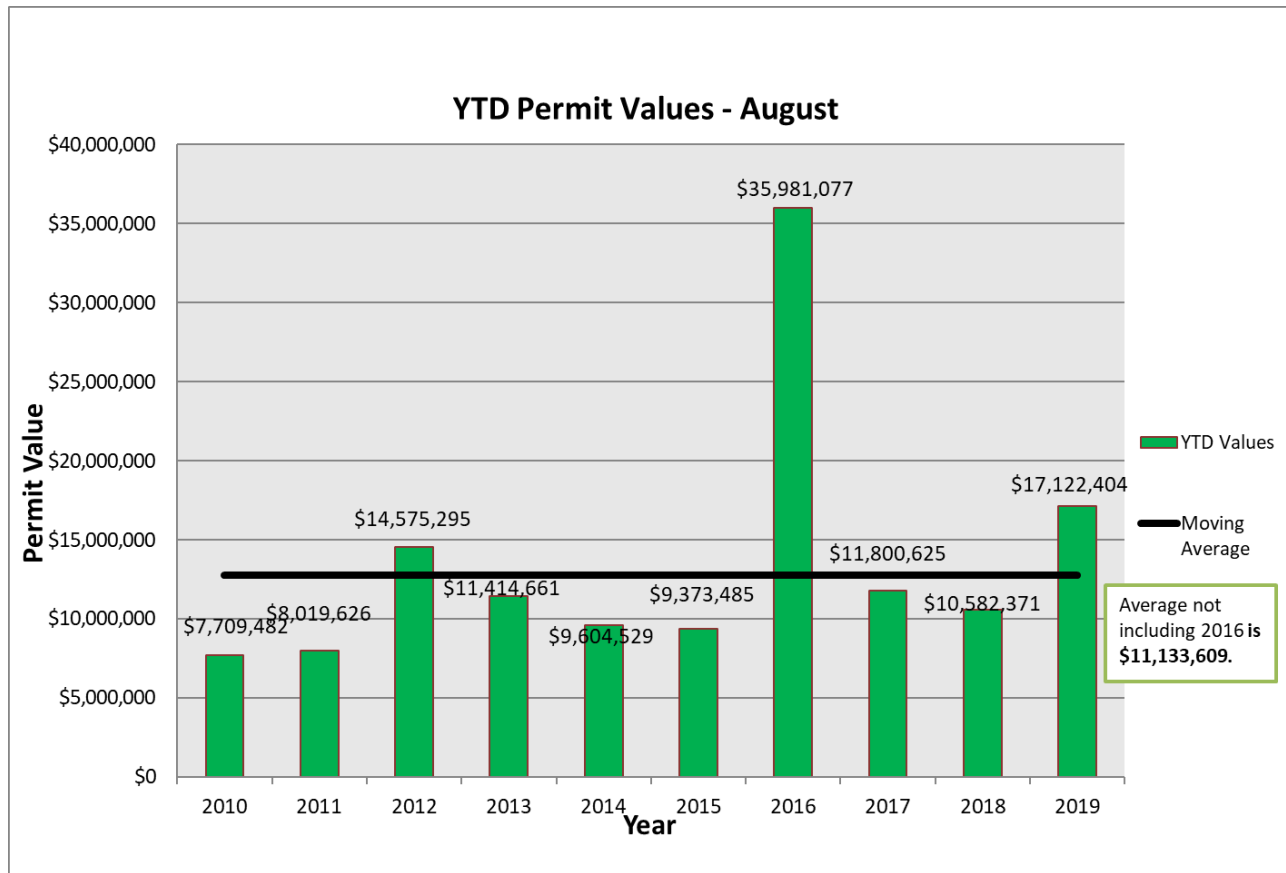
**Monthly Permit Activity**

	# Permits	Const. Value	Permit Fees
August	11	\$1,262,108.00	\$11,790.15
Year to Date - August 31, 2019	104	\$17,122,404.00	\$167,566.87

Building Description	Permit Value	Permit Fee
Shed	\$4,608.00	\$244.00
Deck	\$12,000.00	\$200.00
Garage	\$50,000.00	\$640.00
Pool	\$50,000.00	\$200.00
Townhouse Unit	\$380,000.00	\$2,872.75
Townhouse Unit	\$330,000.00	\$2,814.80
Townhouse Unit	\$328,000.00	\$2,893.60
Garden Suite	\$30,000.00	\$525.00
House Addition	\$50,000.00	\$650.00
Carport	\$15,000.00	\$200.00
Septic	\$12,500.00	\$550.00
	<b>\$1,262,108.00</b>	<b>\$11,790.15</b>







Respectfully submitted by:

John Scherer  
Manager Building Services/CBO



## TOWNSHIP OF BLANDFORD-BLENHEIM

### Agenda Item

**To:** Members of Council                      **From:** Trevor Baer

**Reviewed By:** Rodger Mordue, CAO/Clerk                      **Date:** Sept 13 2019

**Subject:** Plattsville Ball Diamond Fence                      **Council Meeting Date:**  
Sept 18 2019

**Report #:** CS-19-11

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### Recommendation:

That Report CS-19-11 be received as information.

### Background:

The following will provide Council, with five different options, on how to move forward with an outfield fence in the Plattsville Park. Staff are seeking direction on which avenue to pursue.

### Analysis/Discussion

Over the years there has been discussions with different user groups about installing an outfield fence at the Plattsville Baseball Diamond. The views amongst the different groups vary. Some groups are indifferent as to if there was one or not, some residents prefer the park as it is and don't want one at all, minor groups that use the diamond do not require a fence, while some groups really want one. Below are five different options that are being put forward for Council to review and discuss.

- #1 Don't put up a fence and leave the diamond as is. This will allow the park to remain as an open area when baseball is not being played.
- #2 Allow the community to come up with funding for this project and move forward after the all the monies are available. Having the community take part in raising the funds for a project like this proves that they really want it. The Township would contribute 10% as we have in similar projects in the past.

- #3 Take the funding out of our Capital reserve, this season, and put up only the fence without warning track. It may be possible to move forward with a warning track as well this year if the price of the track is \$4500 or less.

This option would leave us with a healthy reserve fund for other long-term projects. By doing a lot of this work in house we can significantly reduce the cost of the project and we would save \$3,000.00 +/- over having a contractor perform the work. Staff are more than capable to do this work. Currently, installing the fence with our own forces would cost roughly \$8,000.00 plus tax without a warning track. Staff has received one quote for the installation of a warning track for \$10,000. Although, I had reached out to a few other companies requesting a quote, at time of this report they have yet to be received. Staff will have a discussion with the Roads department and work out if they can assist in this part, keeping it in house as well, which will reduce the overall cost.

- #4 Apply for any future grants that come out and proceed with the project if successful. This option means that the entire cost of the project won't come from the capital budget, rather a major percentage of funds will come from the grant.

- #5 Put up a portable outfield fence.

We have access to one of these fences if we would like. It can be easily assembled and removed. We may need to purchase a few more sections due to the lack of length that we require compared to what we would be given. The cost of the extra sections would be around \$2,000.00 plus tax. The portable fence is an outfield baseball fence which just sits on top of the ground, it is plastic and some other centers use these type of fences for tournaments.

### **Conclusion:**

Staff are seeking direction on which option to pursue. Once Council picks an option, staff will be able to move forward with future planning for this project. It will also give the public knowledge at to what direction Council wants to go in regards to the fence.

Respectfully submitted by:

---

Trevor Baer



A Playground Policy will guide staff in regards to the use of Development Charges (DC funds). This is helpful in approaching long-term budget planning for the Township of Blandford-Blenheim.

A Playground Policy will allow staff to guide residents with Donations, Memorials, or community funding. The Township will be able to reference the policy to determine and suggest what Playground Equipment might be needed.

**Conclusion:**

Having the Township of Blandford-Blenheim implement a Playground Policy will provide a framework to allow staff and Council to have a better understanding to address the future of Playground equipment, an outline of what each community park currently has for Playground equipment, a guide for planning future Community Playgrounds, and assist the general public in regards to any donations/memorials.

Respectfully submitted by:

Trevor Baer



## Community Playground Policy

This policy defines: “Playground” as “an area designed for children’s play, including the site, natural features, built landscape and any manufactured equipment. It does not include sites and equipment intended for use in formal sport.

### **Purpose of the Policy**

The purpose of the policy is to clearly outline the methodology used when considering the provision of a new playground, and measures necessary for the maintenance of existing playgrounds, also to outline what the Township of Blandford-Blenheim deems as a community playground. This systematic process will determine, with regard to new playgrounds, the appropriate equipment with consideration of the need for the facilities, the suitability of the proposed site for the facility and Council’s capacity to suitably maintain the facility over its projected life; and with regards to existing playgrounds, determine the condition of existing playgrounds and develop a rating of that condition to support Council’s maintenance priorities. It will also give a clear view of how community groups or community members can proceed with donations to the Township, and how the township handles that donation over the years. This will give clarity in making decisions regarding what the Township is going to put into their Asset Management plan.

### **Community Park Playground rating system**

The township will consider settlement area size for what is deemed necessary in their community park for a playground. Each area will have one community park. See the chart below. This chart will be used to review our Asset Management Plan.

Population Size	Benches	Tot Swings	Kid Swings	Tot Structure	Kids Structure	Picnic Tables	Free Standing
400-1000	3	2	2	0	1	2	2
1000-1800	5	4	4	1	1	3	3
1800 plus	7	6	6	1	2	4	4

This Chart represents the figures the township will investigate when determining its role in providing playgrounds in a settlement area and what that playground will consist of. Another factor that will be consider is the area that is needed for each piece of playground equipment (all equipment requires so much area).

### **Playground Inspection**

Inspections will be carried out by appropriately trained township staff.

- Routine visual inspections – The routine visual inspection is required to identify obvious hazards that may result from vandalism, use or weather conditions (e.g. damaged parts, broken bottles, and loss of soft surfacing). This will be done daily from park opening to park closing. Any issues found will be reported immediately to the supervisor in charge.
- Operational inspections – The operational inspection is a more detailed inspection to check the operation and stability of the equipment, especially for any wear (e.g. components where wear could be expected such as bearings and moving joints). This type of inspection will be done weekly and recorded as such. The recording will be filed per season.

### **Playground Maintenance**

Maintenance requirements will be determined through the inspection program, investigative procedures, and periodic playground safety checks. All repairs will be documented and kept on file.

Any minor repairs will be fixed, major repairs will be identified and reviewed at annual budget time. Staff will make sure all equipment is safe or will shut down the area, until all repairs are done.

### **Donations/Memorials / Funding**

The Township’s role will be to provide playground equipment based upon the community park rating system chart. The funds to maintain and to replace these items

will be in the budget. Repairs will be in operating budget, and replacement will be put in our capital budget.

This policy will allow for better planning, for Development Charges (DC) funding. It will give a clear view of what is needed in the township for playgrounds, and how we can allocate DC funding.

Donations of equipment will be considered through the Community Partnership for Municipal Assets policy. If the equipment donated exceeds the requirement for a playground as outlined in the Community Park Playground rating system chart the equipment will not be replaced by the township at the end of its life cycle. Township Council may however deem the equipment necessary and have it added to the Asset Management Plan for future replacement.

### **Monitoring and Review**

The Community Service Staff will periodically and systematically assess the effectiveness of all safety measures used in the management of its playgrounds. If it is found necessary, these measures will be altered in a way that will maintain or improve safety.



# Aggregate Ontario Alliance

Working together for a more sustainable future.



***An association for all those involved with the aggregate industry.***

## Become a member!

The **Aggregate Ontario Alliance** aims to bring together all those involved in the aggregate industry to educate and collaborate and to work together to improve the industry.

*“Conflict causes instability – Collaboration creates sustainability!”*

By bringing together aggregate producers, land owners, municipalities and local government, suppliers, conservation groups, rehabilitation specialists, architects, engineers, and special interest groups, we can determine what improvements to the industry should be made and to work together to achieve the desired outcomes.

As an aggregate producer, you need to know what programs your local government is implementing, for example: policies to protect source water. Through connections with **Aggregate Ontario Alliance** members, aggregate producers can get the help they need to meet these new changes to policies.

Improvements to rehabilitation are always at the top of the list. If a producer should take the initiative, or architects and engineers develop an improved rehabilitation plan, there are organizations and groups that can provide the materials, expertise and labour to implement these changes and reduce the burden on the aggregate producer.

Understanding options for secondary use of the property can be very beneficial to aggregate producers and land owners. As well, significant opportunities exist for reducing taxes and improving profitability while creating sustainability of the industry. But what are they?

## Website

A place for industry information, news, updates, announcements, member and contact information and more.

As a member, you will have full access to the site and receive regular news related updates.

Members can also provide submissions for posting to the website from opinions, comments or equipment/property for sale.

This is an interactive site to provide a place for those with an interest in the aggregate industry to learn and connect.

## Summits

Regular Summits/conferences will be held in your region. These meetings will bring everyone together to learn about opportunities and changes and to establish relationships with local government, producers and those that can help make your operation better and more sustainable.

These meetings will travel from region to region and be modified to better suit the issues specific to each location, helping everyone to stay informed about what's happening in the area they operate.

These day long events will provide an excellent opportunity to learn about what's going on in your area and to work together and develop partnerships with those that can help you improve your operations.

## Support

Have an issue? Need some help? Not sure who to turn to? Start here!

As a network of industry specialists, from producers, government, engineers, environmentalists, conservationists, etc. whatever the issue, we can connect you with the people that can answer your questions, point you in the right direction or solve the problem for you.

This is why being a member of a community can be so beneficial. You aren't alone.

## Social / Networking

The **Aggregate Ontario Alliance** is all about collaboration. As a member of the community, you will soon develop relationships with those individuals or organizations that can make your job easier- people you can rely on when an issue arises and those who may rely on you and your area of expertise.

It is all about working together to achieve a common goal - improving the aggregate industry for everyone's benefit.

## Become a Member

\$300/yr.

Become a member of the Aggregate Ontario Alliance!

***As a member of the Aggregate Ontario Alliance, these are just some of the things we can work on together.***



Municipalities of  
**Zorra and Thames Centre**

# **Aggregate Summit**

**Thursday, August 22, 2019**  
**Embro Recreation Centre**

**8:00 – reception: coffee/pastries**

**8:30 – introductions and opening comments**

**9:00 – Local Government and vision for the future**

**I. Upper tier programs**

- **Future Oxford**
- **Source Water Protection**
- **Natural Gas conversions – (Guest speaker)**

**II. Lower tier programs**

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- **Guest speaker (Mayor Ryan?)**

**III. Provincial/Federal Programs**

- **Tax incentives**
- **Carbon reduction**

**10:00 – Coffee break**

**10:15 – Collaborators**

- **Aggregate Ontario, Stewardship Oxford, Ducks Unlimited (Guest speaker), SOFE Initiative, Carolinian Canada (Guest Speaker), County/Township, Nature Conservancy (Guest speaker), OMAFRA, TOARC/OSSGA, Gravel Watch (Guest speaker), Lions Club, 4H Ontario and many more**

**11:30 – Q and A – open discussions**

**12:00 – Lunch**

**1:00 – Rehabilitation (SOFE initiative)**

- **Definition and Divergence explained**
- **Simple changes/Recent changes – better outcome**
- **Options for producer/landowner**
- **Assistance**
- **Secondary uses**
- **Incentives**

**4:00 – Conservation Agreements/Easements and taxes**

**4:30 – Q and A – open discussions**

**End – (distribution of contact information)**

THE CORPORATION OF THE  
TOWNSHIP OF BLANDFORD-BLENHEIM  
BY-LAW NUMBER **2153-2019**

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 September 18, 2019 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 18 day of September, 2019.

By-law read a third time and finally passed this 18 day of September, 2019.

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MAYOR  
MARK PETERSON

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CAO / CLERK  
RODGER MORDUE