

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

Wednesday, February 5, 2020
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. January 22, 2020 Minutes of Council
 - b. November 27, 2019 Police Service Board
- 6. Business Arising from the Minutes**
- 7. Delegations / Presentations**
- 8. Correspondence**
 - a. General
 - i. County of Oxford
Princeton wastewater servicing
 - b. Specific
- 9. Staff Reports**
 - a. **Rick Richardson – Director of Protective Services**
 - i. FC-20-02– Monthly Report
Recommendation:
That Report FC-20-02 be received as information.
 - ii. FC-20-03 – Cost Recovery

Visit our website @ www.blandfordblenheim.ca

That Report FC-20-03 be received; and,

That staff be directed to bring forward a cost recovery by-law for Council's consideration.

b. Jim Harmer – Drainage Superintendent

- i. DS-20-02 – Monthly Report

Recommendation:

That Report DS-20-02 be received as Information.

c. Jim Borton, Director of Public Works

- i. PW-20-03 – Monthly Report

Recommendation:

That Report PW-20-03 be received as information.

d. Trevor Baer, Manager of Community Services

- i. CS-20-02 – Monthly Report

Recommendation:

That Report CS-20-02 be received as information.

e. Rodger Mordue, CAO/Clerk

- i. CAO-20-01 – Severance Agreement

Recommendation:

That report CAO-20-01 be received; and,

That Council authorize the Mayor and Clerk to sign a severance agreement with 2274581 Ontario Inc. in accordance with County of Oxford Land Division Committee decision dated December 13, 2019.

10. Reports from Council Members

11. Unfinished Business

12. Motions and Notices of Motion

13. New Business

14. Closed Session

15. By-laws

a. 2176-2020

Being a by-law to adopt the estimates of all sums required for 2020 for Township purposes

b. 2177-2020

Being a By-law to authorize cost recovery with respect to fire department specific response.

c. 2178-2020

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

16. Other

17. Adjournment and Next Meeting

Wednesday, February 19, 2020 at 4:00 pm in Council Chambers.

MINUTES

Council met at 10:00 a.m. for the 2020 Operating Budget Meeting.

Present: Mayor Peterson, Councillors Balzer, Banbury, Demarest

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

Mayor Peterson in the Chair.

1. Welcome

Mayor Peterson held a moment of silence to show respect for the passing of Councillor Read's wife, Jolene Read.

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 January 22, 2020 Special Meeting of Council be adopted as printed and circulated.

.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 January 15, 2020 Meeting of Council be adopted, as printed and circulated.

.Carried

6. Business Arising from the Minutes

None.

7. Delegations

8. Correspondence

a. General

None.

b. Specific

None.

9. Staff Reports

a. Rick Richardson – Director of Protective Services

i. FC-20-01 – Monthly Report

RESOLUTION #3

Moved by – Councillor Balzer
Seconded by – Councillor Demarest

That Report FC-20-01 be received as information.

.Carried

b. Jim Borton – Director of Public Works

i. PW-20-02

RESOLUTION #4

Moved by – Councillor Banbury
Seconded by – Councillor Demarest

That Report PW-20-02 be received as information; and,

That Council accept the tender submitted by Metro Freightliner of Brantford, ON. For the supply of a new 2021 Freightliner 114 SD chassis including Viking-Cives dump/sander and related snow plow equipment as specified for a total amount of \$305,778.00 including HST.

.Carried

10. Presentations – 2020 Budgets

a. Denise Krug – Director of Finance

Review of the 2020 Draft Budget

- i. General Government – CAO/Clerk & Director of Finance
- ii. Protective Services – Director of Protective Services & Director of Finance
- iii. Building/Drainage – Chief Building Official & Director of Finance
- iv. Public Works – Director of Public Works & Director of Finance
- v. Community Services – Manager of Community Services & Director of Finance
- vi. External Agencies – CAO/Clerk & Director of Finance
- vii. Reserve Funds – CAO/Clerk & Director of Finance

Each departmental budget was presented and reviewed. Staff were directed to make the necessary adjustments.

RESOLUTION #5

Moved by – Councillor Banbury

Seconded by – Councillor Demarest

Be it hereby resolved that the 2020 Draft Budget be received; and,

That staff be directed to make the necessary revisions to the estimates for the presentation at a future Council meeting.

.Carried

11. Reports from Council Members

12. Motions and Notices of Motion

None.

13. New Business

None.

14. Closed Session

None.

15. By-laws

RESOLUTION #6

Moved by – Councillor Banbury

Seconded by – Councillor Demarest

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

- By-law 2175-2020, Being a By-law to confirm the proceedings of Council
.Carried

RESOLUTION #7

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 2175-2020, Being a By-law to confirm the proceedings of Council
.Carried

16. Other Business

None.

17. Adjournment and Next Meeting

RESOLUTION #8

Moved by – Councillor Demarest
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 2:40 p.m.;

Be it hereby resolved that Council does now adjourn to meet again on Wednesday, February 5th, 2020 at 4:00 p.m. in Council Chambers for regular meeting.

.Carried

Mark Peterson, Mayor
Township of Blandford-Blenheim

Rodger Mordue CAO / Clerk
Township of Blandford-Blenheim

Blandford-Blenheim Township

Police Services Board

47 Wilmot Street South, P. O. Box 100, Drumbo, Ontario NOG 1G0
519-463-5347 or 1-800-410-6882
Secretary: Cretia Brittain 519-458-4865 e-mail @ cretia666@gmail.com

Township Office
Drumbo, Ontario
Wednesday, November 27th, 2019

MINUTES

The Police Services Board Meeting was called to order at 1:05 pm by Bev Beaton

Present: Bev Beaton, Karen Bartlett, Inspector Tony Hymers, Rodger Mordue and Cretia Brittain

Regrets: Mark Peterson

Declaration of Pecuniary Interests: None

Agenda: Moved by Karen and seconded by Bev that the PSB Agenda for November 27th be approved. Carried

Minutes: Moved by Bev and seconded by Karen that the PSB Minutes for September 25th be approved. Carried

Business Arising from the Minutes:

1. No forced Amalgamation from the Province at this time
2. Meeting dates for 2020: January 29th, March 25th, May 27th, September 23rd and November 25th

Presentation/Delegations/Petitions: None

Correspondence: None

Detachment Commanders Report: Inspector Tony Hymers (September and October)

1. Public Complaints – 0/0 in September and October
2. Secondary Employment – 0/0 new requests in September and October
3. Hours/Foot Patrol – 124.75/117.75 reported cruiser patrol hours and 4/2 foot patrol hours in September and October
4. Calls for Service – There were 78/17 calls in September and October
5. Crime Statistics – There were 2 assaults, 0 mischiefs, 2 break & enters, 1 theft, 1 fraud, and 2 MVS's in September. 1 assault, 2 mischiefs, 4 break & enters, 3 thefts, 0 frauds and 6 MVA's in October.
6. Tickets Written – 105/159 tickets written including 84/128 for speeding, 15/21 plate/permit/insurance, 2/2 careless driving/handheld device in September and October.
7. Crime Stoppers – 34/24 and 16/16 total/OPP tips via crime stoppers and 1/1 cases cleared. 1/0 charges laid as of a direct result of crime stoppers tips in September and October.

Other Business:

1. OAPSB Spring Conference

In Camera: None

Meeting was adjourned at 2:08 by Karen, seconded by Bev. Next meeting will be Wednesday, January 29th, 2020 at 1:00 pm in council chambers.

Submitted by: Betty Cowan

CHLOÉ J. SENIOR, CLERK

21 Reeve Street, PO Box 1614
Woodstock, ON N4S 7Y3
519.539.9800, ext. 3001 | 1.800.755.0394
oxfordcounty.ca

January 23, 2020

Rodger Mordue
Chief Administrative Officer / Clerk
Township of Blandford-Blenheim

SENT VIA EMAIL

Mr. Mordue:

Please be advised that Oxford County Council, at its meeting held January 22, 2020, adopted the following resolution:

RESOLUTION NO. 6

Moved By: Deborah Tait

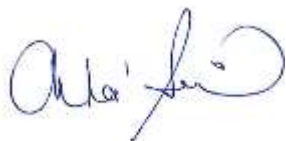
Seconded By: Trevor Birch

Resolved that the correspondence received January 16, 2020 from the Township of Blandford-Blenheim regarding Princeton Wastewater Servicing be deferred.

DISPOSITION: Motion Carried

Do not hesitate to contact me should you have any questions or concerns.

Sincerely,



Chloé J. Senior
Clerk

cc: L. Buchner, Director of Corporate Services
P. Crockett, CAO, County of Oxford
G. Hough, Director of Community Planning
D. Simpson, Director of Public Works



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Rick Richardson – Director of Protective Services
Reviewed By:	Rodger Mordue	Date:	January 23,2020
Subject:	December Monthly Report	Council Meeting Date:	February 5,2020
Report #:	FC-20-02		

Recommendation:

That Report FC-20-02 is received as information

Background:

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

Analysis/Discussion:

Fire:

- (9) burn permits were issued in December
- December 2019 monthly fire calls (attach)

Meetings, Courses and Training Attended:

- Dec 2 staff attended our monthly RFSOC meeting in Norwich to discuss the firefighters training program initiatives for 2020
- Dec 4 evening meeting at Bright Station hosted by Enbridge Gas for Township firefighters on the dos and don'ts when attend a natural gas call
- Dec 10 evening meeting at Drumbo Station with our SOG Committee
- Dec 11 evening meeting at Drumbo Station hosted by AJ Stone to complete a demo for our officer group on the new MSA G1 air pack
- Dec 17 evening meeting at Plattsville Station with our Fire Prevention committee to discuss the possibilities of developing a Free Home Fire Inspection for all residential homes in our Township

December Fire Calls**Bright**

01-Dec	Baird St S	Medical Call
13-Dec	Twp. Rd 12	Grain Dryer Fire
25-Dec	Muir Line	Structure Fire - Assist

Drumbo

01-Dec	Twp. Rd 5	Medical Call
02-Dec	Hwy 401 Km 245	MVC
08-Dec	Oxford Rd 29	MVC
10-Dec	Twp. Rd 10	Medical Call
10-Dec	Hwy 401 Km 242	MVC
13-Dec	Twp. Rd 12	Grain Dryer Fire - Assist
14-Dec	Hwy 401 Km 247	Vehicle Fire
14-Dec	Twp. Rd 5	MVC
16-Dec	Wolverton St	CO Alarm
23-Dec	Oxford Rd 3	MVC
25-Dec	Muir Line	Structure Fire - Assist
26-Dec	Hwy 401 Km 254	MVC
28-Dec	Hwy 401 Km 245	MVC
29-Dec	Twp. Rd 5	Medical Call

Plattsville

01-Dec	Baird St S	Medical Assist
11-Dec	Oxford Rd 8	Gas Leak
13-Dec	Twp. Rd 12	Grain Dryer Fire - Assist
16-Dec	Wolverton St	CO Alarm - Cancelled
23-Dec	Twp. Rd 12	Vehicle Fire
25-Dec	Muir Line	Structure Fire - Assist

Princeton

01-Dec	Twp. Rd 4	CO Alarm
01-Dec	2nd Concession Rd	Hydro Lines
02-Dec	Hwy 401 Km 245	MVC - Assist
05-Dec	Gobles Rd & Hwy 2	MVC
06-Dec	Brentwood Dr	Medical Call
08-Dec	Main St S	Fire Alarm
09-Dec	Main St S	Fire Alarm
13-Dec	Twp. Rd 12	Grain Dryer Fire - Assist
14-Dec	Hwy 401 Km 247	Vehicle Fire - Assist
24-Dec	Hwy 403 Km 6	MVC
24-Dec	Victoria St E	Burn Complaint
25-Dec	Muir Line	Structure Fire
28-Dec	Highway 2	Structure Fire - Tanker Assist

29-Dec Victoria St W

Medical Call

EZT

By-Law Enforcement – December 2019

In Progress-2019

- 19-16 - Dirt Dumping – assigned to MEU/lawyer (transferred from 18-24)
- 19-23 – Noise – assigned to MEU

Misc. By-Laws-2019

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
- 19-06 – Parking
- 19-07 – Parking
- 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
- 19-15 – Parking
- 19-17 – Parking
- 19-18 – Dogs Running At Large
- 19-19 – Dog Barking
- 19-20 – Dogs Running At Large
- 19-21 – Parking
- 19-22 – Dogs Running At Large
- 19-24 – Parking

Respectfully submitted by:

A handwritten signature in black ink, appearing to read 'M RA' with a long horizontal stroke extending to the right.

Rick Richardson
Director of Protective Services



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To: Members of Council
From: Rick Richardson – Director of Protective Services

Reviewed By: Rodger Mordue
Date: Jan 14th ,2020

Subject: Cost Recovery By-Law
Council Meeting Date: February 5th ,2020

Report: FC-20-03

Recommendation:

That Council pass a resolution to approve the Cost Recovery By-Law 2177-2020

Background:

In 2016 the Blandford Blenheim Fire Department entered into an agreement with Fire Marque to assist with collection of fire department service fees when firefighting services were provided. The insured must have the specific coverage for fees that are incurred for a fire response.

Currently our fire department has recovered approximately \$21,000.00 since 2016 which is recorded as revenue in the operational budget and is used to reduce the tax impact of fire services to residents.

Analysis/Discussion:

Over the past 7 years since insurance cost recovery has been in place across Ontario, many insurance companies have challenged the process even though coverage is included in most policies for this purpose. In a recent case in Southern Ontario the insurance company paid the recoverable fee directly to the policy holder who refused to forward the payment on to the municipality. The Municipality challenged this non-payment through the Ontario Court system which found that although the insurance company had an obligation to pay the fee charged, the payment could be made directly to the policy holder and it was up to the policy holder to decide if they wanted to pay the Municipality. The courts also stated that unless the Municipality had a By-Law ordering the policy holder to pay the fees, they collected from their insurance company to the Municipality for fire department charges, there was no way to collect the fees.

Attached to this report is a By-Law Authorizing Cost Recovery (Fees) with respect to Fire Department specific response which has been prepared by Templeman Law, a specialist in Municipal law. In the event that an insurance company pays the fee directly to a policy holder and they do not remit them to the Municipality, the amount may be added to the tax roll of the subject property.

Financial Considerations:

Approving the cost recovery by-law will provide another avenue to collect fire department incurred expenses in the event that an insurance company pays direct to the policy holder who in turn does not remit them to our Municipality

Attachments: By-Law 2177-2020

Respectfully submitted by:



Rick Richardson
Director of Protective Services

THE CORPORATION OF THE TOWNSHIP OF BLANDFORD BLENHEIM

BY-LAW No. 2177-2020

BEING A BY-LAW TO AUTHORIZE
COST RECOVERY (FEES) WITH RESPECT TO FIRE DEPARTMENT SPECIFIC
RESPONSE

WHEREAS pursuant to section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended from time to time (the "Municipal Act"), the powers of a municipality are to be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considered appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS pursuant to section 391 of the Municipal Act, a municipality may impose fees or charges on persons for services or activities provided or done by or on behalf of it;

AND WHEREAS pursuant to section 398 of the Municipal Act, fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality;

AND WHEREAS Council of the Township of Blandford Blenheim deems it expedient to pass a by-law to impose fees on persons to recover the costs of fire department responses;

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

1. In this By-Law:

- a. "Council" means Council of the Municipality;
- b. "Fire Department" means a fire department established by the Municipality in accordance with the provisions of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended from time to time;
- c. "Fire Department Specific Response Fees" means *cost recovery* fees for Fire Department attendance at a Property for which the Owner has Fire Department insurance coverage;

- d. "Indemnification Technology®" shall mean Fire Department incident reporting, data collection and property insurance policy wording interpretation to maximize billing opportunities on behalf of fire departments by invoicing insurance companies for costs of fire department attendance with respect to insured perils;
 - e. "Municipality" means the Corporation of the Township of Blandford Blenheim;
 - f. "Owner" means the registered owner of property or any person, firm, corporation, partnership or society and their heirs, executors, administrators or other legal representatives, including a property manager, tenant, occupant, mortgagee in possession, receiver, manager, trustee or trustee in bankruptcy having control over or possession of the property or any portion thereof;
 - g. "Property" means any real property located within the geographical boundaries of the Municipality, and any real property to which the Fire Department is under a service agreement to provide Fire Department Response services, Automatic Aid or Mutual Aid. Real property includes buildings, contents and structures of any nature and kind in or upon such lands to which service is provided;
2. The Municipality hereby authorizes the imposition of fees from time to time in accordance with the provisions of this By-Law.
 3. The Owner of Property shall be responsible for the payment of Fire Department Specific Response Fees imposed by this By-Law in accordance with the Schedule of Fees, attached hereto and forming part of this By-Law.
 4. The Municipality may use Indemnification Technology® to assess applicable insurance coverage for Fire Department Specific Response Fees.
 5. Fees imposed pursuant to this By-Law constitute a debt of the Owner to the Municipality and may be added to the tax roll of the Property to which the Fire Department Specific Response Fees relate.
 6. Where the Municipality believes and/or Indemnification Technology® indicates Fire Department Specific Response Fees are applicable but the Owner does not have, in part or in full, insurance coverage for fire department charges for the Property, the Municipality may adjust the Fire Department Specific Response Fees to the extent of insurance coverage upon provision by the Owner of evidence, to the satisfaction of the Municipality, that no such insurance coverage exists or to demonstrate the limits of such coverage.

7. Should the Insurer pay the coverage to the property owner and or policy holder, the property owner and or policy holder is liable to remit these funds to the Municipality or its representative.
8. In this By-Law, words importing the neuter gender shall include the feminine gender and masculine gender and vice versa and words importing the singular shall include the plural where the context requires.
9. If any term or provision of this By-Law or the application thereof to any person shall to any extent be held to be invalid or unenforceable, the remainder of this By-Law or the application of such term or provision to all persons other than those to whom it was held to be invalid or unenforceable, shall not be affected thereby, it being the intention of the Council that each term and provision of this By-Law shall be separately valid and enforceable to the fullest extent permitted by law.

BY-LAW READ A FIRST AND SECOND TIME THIS 5th DAY OF FEBRUARY ,2020

Mark Peterson, Mayor

Rodger Mordue CAO/Clerk

SCHEDULE OF FEES

1. Fire Department Specific Response Fees

The Fire Department Specific Response Fees shall be the total of:

- a. **Current MTO* rate per unit per hour or portion thereof for each unit
- b. rate per person per hour or portion thereof for each firefighter
- c. other additional cost for each call

*The MTO rate per unit per hour is set by the Ministry of Transportation. This rate is adjusted periodically in accordance with the consumer price index.

Such fees shall be charged and calculated on the basis of each Fire Department vehicle attending, resources consumed in attendance to the property incident. The time shall be measured from the time of departure of each unit from the Fire Department's facilities to the time the unit is cleared for the next call out.



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Jim Harmer Drainage Superintendent
Reviewed By:	Rodger Mordue	Date:	January 30, 2020
Subject:	Monthly Report	Council Meeting Date:	February 5, 2020
Report #:	DS-20-02		

Recommendation:

That Report DS-20-02 be received as information

Background:

Monthly activities of the Drainage Department to January 30, 2020

Analysis/Discussion

- Working on drain maintenance and various site meeting to review work required with ratepayers.
- Working with lawyer on compliance letters.
- 18 locates for ON 1 Call in December 2019 including 1 emergency locates.
- Update of drainage mapping for ON 1 Call / OMAFRA / Township Web site.
- Commenting on various planning application
- Attended LICO / DSAO conference in London
- Attended Management meeting
- Asset Management meeting with Consultant
- Landowner meeting about drainage option on Township Road 8 with Jim Borton
- Attend info meeting on Bids and Tenders system
- Mitchell Drain County and Region have submitted petitions for drainage works, for the construction work being proposed at Trussler Road and Oxford Road 8. Council has

accepted petition from County and Region for improved outlet, Engineer appointed on September 4 2019. Kenn Smart (Project Engineer). Had meeting with Engineer, Folling and Hurlbut about next step. Site meeting January 29 2020 for the road petition.

- Scott Drain. Council accepted petition for drainage on April 17th 2019. Engineer appointed on June 5 2019. Kenn Smart (Project Engineer). Plan for 2nd site meeting for February 2020
- Hanchiruk Drain (Magda) petition received and P Eng. appointed at December 18 2019 council meeting GRCA have been informed of the appointment planning site for February 2020
- Working on Section 65 reports for various severance applications.
- Review the EBR on the proposed change to the Drainage Act

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:	January 30, 2020
Subject:	Monthly Report	Council Meeting Date:	February 5, 2020
Report #:	PW-20-03		

Recommendation:

That Report PW-20-03 be received as information.

Capital

- Township Road 12, Bridge 20 – CoCo is working on pouring the curbs and still have to place the guard rails and do the road work. We are 2-3 weeks from opening the bridge to traffic. CoCo has had the lead engineer leave and the site foreman has also now left, so this has caused more delays.
- Blenheim CN bridge –Both abutments have been poured. The deck is scheduled to arrive and be put in place in February. We were unable to obtain the south/west property so a retaining wall will need to be placed. This has been ordered but will push the opening back to the spring.
- 2019 Tandem Dump truck – The chassis was delivered to Viking-Cives in July. On February 6th Ben and Brady will be going to Viking for the in-cab layout of the truck. We should take delivery by the end of February.
- 2020 Tandem Dump Truck – Metro Truck was awarded the contract on January 22nd, the order for the chassis has been placed and expected delivery is the end of April. This means we should see delivery of the truck in November.

County Shared Service/Road Association/Training

- Shared Services meeting – The group met on January 9th at the East Zorra office. Detachment commander Tony Hymers of the Oxford OPP attended. The group asked questions regarding parking violations, farm equipment and how the OPP would help with enforcement for the 2020 restricted loads season March 1st to April 30th. Officer Hymers asked the Townships to send him a map indicating which roads were restricted and a list of problem areas within our Townships. This has been done.

- Road Association & AORS – The next Road Supervisors Assoc. meeting is March 12 in Woodstock. I participated in a conference call for the AORS Education committee, topics discussed were the up coming training schedules and how to best get the most people out to the training. The next AORS board of directors meeting is February 23rd at the OGRA conference.
- Training – I am scheduled to take the Drainage course on March 2nd – 6th. Ben and I will be meeting in February to review what training is needed.

Other

- Met with residence regarding ditch cleaning and new entrances.
- Weekly & Daily visits to the Bridge 20 site & Blenheim Rd CN site.
- Attended a seminar on Cyber security and the County.
- Met with KSmart to review Princeton drainage project and the Green Stream Infrastructure grant.
- Met at the County with area municipalities to review and create road profiles for CityWide and asset management.
- Met with Jordon from CityWide to discuss asset management and how they can help.
- Monthly department head meeting.
- Met with representatives from bids&tenders to explain how their digital procurement program can help the Township yield better responses to tenders by reaching a greater market.
- Took part in a LAS webinar for Municipal Group Buying Program – ATS Traffic. Discussion talked about using their suppliers and the cost savings and what products were available.

Attachments: Road Supervisors report

Respectfully submitted by:



Jim Borton CRS-I
Director of Public Works

Monthly Activities for January 2020

Tasked Completed

- winter snow event activities (plowing and sand/salting) to meet MMS
- trackless out plowing or snow blowing and salting all S/W's in Township to meet MMS
- ice blading gravel roads in Township to meet MMS
- pick up roads side garbage
- winter patrols being done daily to meet MMS
- maintain regulatory signs
- daily, weekly, and monthly road inspections
- preventative maintenance on Township equipment
- haul compost to Salford
- put salt away when delivered
- install new road crossing culvert on 5C (OR 22 and Gobles Rd)
- moved all signs and barricades and pylons from Drumbo yard to new building right beside Drumbo yard. All signs are now at new shop.

General Information

January 12, 2020, we had a significant rain storm that brought about 75mm of rain to our area from Saturday to Sunday. We had lots of roads closed from flooding from water on roads. 5C, 4C, 11E, 12E, 9B, 9C, 12F, River Road (from Plattsville to Oxford Waterloo Rd), King Rd (Twp Rd 8 to Twp Rd 10), Blenheim Road (Twp Rd 8 to Twp Rd 10), 8C, 10C. We used SEG Contracting to help re build sections of the road on 5C and 4C. SEG also installed road crossing culvert on 5C with Township Employees. All roads were fixed and re opened by January 16, 2020. Township employees worked very hard to fix all these roads from flooding. Great job by all of these individuals.

January 27, 2020 CP needed Blenheim Road closed from Township Road 8 to Township Road 10 from 7 am to 7 pm to fix tracks on Blenheim Road.

With all the rain and couple big snow storms this month the gravel roads have took a beating and we are trying our best to grade gravel roads weather permitted when we can to get them back into shape.

Future events and Projects being worked on

- Safety meetings for employees
- inspect all winter maintenance equipment after each use
- New dump truck being built at Viking-Cives
- training for employees on MMS and safety

implemented. This includes our Drop-in program on Wednesdays, the walking trail in Princeton, and our skateparks, to name a few.

Communities

All the wreaths have been taken down in the communities. The plan is to take the time now to fix the ones that may need it so that they are ready to go next season. The Flags are scheduled to be put up in the month of May.

Respectfully submitted by:

Trevor Baer



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To: Members of Council **From:** Rodger Mordue, CAO/Clerk

Reviewed By: N/A **Date:** January 28, 2020

Subject: 3 Station Street Street Drumbo Severance Agreement **Council Meeting Date:** February 5, 2020

Report #: CAO-20-01

Recommendation:

That report CAO-20-01 be received; and,

That Council authorize the Mayor and Clerk to sign a severance agreement with 2274581 Ontario Inc. in accordance with County of Oxford Land Division Committee decision dated December 13, 2019.

Background:

An application was made to the County of Oxford Land Division Committee for consent to sever the property located at 3 Station Street in Drumbo. This property was previously the subject of a zone change application (ZN1-19-01) which was heard by Council on March 20, 2019 to rezone the property from Special Central Commercial to Residential Type 3 Zone to allow for the construction of three Street-fronting townhouse units.

The Land Division Committee considered the application on December 13, 2019 at which time it was granted with a number of conditions. One of the conditions was that, if required, the Owner enter into a severance agreement with the Township of Blandford-Blenheim.

Analysis/Discussion:

Applications to create new lots through severance are considered by the Oxford County Land Division Committee. For many years the Township has requested that the County place a condition on approval that owners who create new lots enter into severance agreements with the Township if required.

The attached agreement has been drafted to cover the conditions of the Township. It has been reviewed and signed by the property owner.

Attachments:

- Severance agreement between 2274581 Ontario Inc. and the Township

Respectfully submitted by:

Rodger Mordue
CAO/Clerk

AGREEMENT

THIS SEVERANCE AGREEMENT dated the ____ day of _____, 2020.

BETWEEN:
2274581 Ontario Inc.

and
hereinafter called the “Owner”
of the First Part

- AND -

THE CORPORATION OF THE TOWNSHIP OF BLANDFORD-BLENHEIM
hereinafter called the “Township”
of the Second Part

WHEREAS the Owner has made an application to the County of Oxford Land Division Committee (File Number A19-14-1, B19-85-1 and B19-86-1) for consent to sever certain lands described as Unnumbered Lot, Block “B”, Registered Plan 199, in the Township of Blandford-Blenheim, in the County of Oxford, which application was granted subject to certain conditions, outlined in those decisions.

AND WHEREAS the Council of The Corporation of The Township of Blandford-Blenheim is of the opinion that such change and approval is not proper and in the public interest unless the Owner agrees to perform the covenants herein set forth;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of other good and valuable consideration and the sum of Two Dollars (\$2.00) of lawful money of Canada, now paid by each of the parties hereto to each of the other parties hereto, (the receipt whereof is acknowledged), the Owner and Township hereby covenant, promise and agree with each other as follows:

1. The Owner agrees to pay the sum of \$600 to the Township which sum shall be deposited in the Township’s Reserve Account for Street Lighting. This sum shall be payable prior to the stamping of the deed.
2. The Owner agrees to pay the sum of \$1,000 to the Township which sum shall be deposited in the Township’s Reserve Account for Sidewalk Extensions, Improvements and Maintenance. This sum shall be payable prior to the stamping of the deed.
3. The Owner agrees to pay the sum of \$3,000 to the Township which sum shall be deposited in the Township’s Reserve Account for Parks and Recreation. This sum shall be payable prior to the stamping of the deed.
4. All development charges as applicable at the time of building permit application must be paid prior to the issuance of a building permit.

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER **2176-2020**

Being a by-law to adopt the estimates of all sums
required for 2020 for Township purposes.

WHEREAS Section 290 of the Municipal Act S.O. 2001, and amendments thereto, provides that a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality including (a) amounts sufficient to pay all debts of the municipality falling due within the year; (b) amounts required to be raised for sinking funds or retirement funds; and (c) amounts required for any board, commission or other body;

AND WHEREAS the Council of the Corporation of the Township of Blandford-Blenheim has prepared such an estimate of all sums required during the year of 2020;

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

1. The estimate of all sums required for Township purposes for the Corporation of the Township of Blandford-Blenheim for the year 2020 is hereby adopted.
2. The estimate of all sums required for Township purposes, including estimates for all taxation purposes, for the Corporation of the Township of Blandford-Blenheim for the year 2020, also called the 2020 Budget, is attached hereto as Schedule "A" and forms part of this By-law.
3. This By-law shall come into force and take effect upon being passed by Council.

By-law **READ** a **FIRST** and **SECOND** time this 5th day of February 2020.

By-Law **READ** a **THIRD** time and **ENACTED** in Open Council this 5th day of February, 2020.

Mark Peterson, Mayor

Rodger Mordue, CAO/Clerk

Schedule "A"

By-law Number 2176 – 2020

Local Estimates for Tax Purposes

Purpose	Amount
General Government	(868,116)
Protective Services	913,126
External Agencies / Boards	969,632
Building / Drainage Services	76,929
Public Works	3,476,081
Community Services	904,906
Total	5,472,558

THE CORPORATION OF THE TOWNSHIP OF BLANDFORD BLENHEIM

BY-LAW No. 2177-2020

BEING A BY-LAW TO AUTHORIZE
COST RECOVERY (FEES) WITH RESPECT TO FIRE DEPARTMENT SPECIFIC
RESPONSE

WHEREAS pursuant to section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended from time to time (the "Municipal Act"), the powers of a municipality are to be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considered appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS pursuant to section 391 of the Municipal Act, a municipality may impose fees or charges on persons for services or activities provided or done by or on behalf of it;

AND WHEREAS pursuant to section 398 of the Municipal Act, fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality;

AND WHEREAS Council of the Township of Blandford Blenheim deems it expedient to pass a by-law to impose fees on persons to recover the costs of fire department responses;

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

1. In this By-Law:
 - a. "Council" means Council of the Municipality;
 - b. "Fire Department" means a fire department established by the Municipality in accordance with the provisions of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended from time to time;
 - c. "Fire Department Specific Response Fees" means *cost recovery* fees for Fire Department attendance at a Property for which the Owner has Fire Department insurance coverage;

- d. "Indemnification Technology®" shall mean Fire Department incident reporting, data collection and property insurance policy wording interpretation to maximize billing opportunities on behalf of fire departments by invoicing insurance companies for costs of fire department attendance with respect to insured perils;
 - e. "Municipality" means the Corporation of the Township of Blandford Blenheim;
 - f. "Owner" means the registered owner of property or any person, firm, corporation, partnership or society and their heirs, executors, administrators or other legal representatives, including a property manager, tenant, occupant, mortgagee in possession, receiver, manager, trustee or trustee in bankruptcy having control over or possession of the property or any portion thereof;
 - g. "Property" means any real property located within the geographical boundaries of the Municipality, and any real property to which the Fire Department is under a service agreement to provide Fire Department Response services, Automatic Aid or Mutual Aid. Real property includes buildings, contents and structures of any nature and kind in or upon such lands to which service is provided;
2. The Municipality hereby authorizes the imposition of fees from time to time in accordance with the provisions of this By-Law.
 3. The Owner of Property shall be responsible for the payment of Fire Department Specific Response Fees imposed by this By-Law in accordance with the Schedule of Fees, attached hereto and forming part of this By-Law.
 4. The Municipality may use Indemnification Technology® to assess applicable insurance coverage for Fire Department Specific Response Fees.
 5. Fees imposed pursuant to this By-Law constitute a debt of the Owner to the Municipality and may be added to the tax roll of the Property to which the Fire Department Specific Response Fees relate.
 6. Where the Municipality believes and/or Indemnification Technology® indicates Fire Department Specific Response Fees are applicable but the Owner does not have, in part or in full, insurance coverage for fire department charges for the Property, the Municipality may adjust the Fire Department Specific Response Fees to the extent of insurance coverage upon provision by the Owner of evidence, to the satisfaction of the Municipality, that no such insurance coverage exists or to demonstrate the limits of such coverage.

7. Should the Insurer pay the coverage to the property owner and or policy holder, the property owner and or policy holder is liable to remit these funds to the Municipality or its representative.
8. In this By-Law, words importing the neuter gender shall include the feminine gender and masculine gender and vice versa and words importing the singular shall include the plural where the context requires.
9. If any term or provision of this By-Law or the application thereof to any person shall to any extent be held to be invalid or unenforceable, the remainder of this By-Law or the application of such term or provision to all persons other than those to whom it was held to be invalid or unenforceable, shall not be affected thereby, it being the intention of the Council that each term and provision of this By-Law shall be separately valid and enforceable to the fullest extent permitted by law.

BY-LAW READ A FIRST AND SECOND TIME THIS 5th DAY OF FEBRUARY ,2020

Mark Peterson, Mayor

Rodger Mordue CAO/Clerk

SCHEDULE OF FEES

1. Fire Department Specific Response Fees

The Fire Department Specific Response Fees shall be the total of:

- a. **Current MTO* rate per unit per hour or portion thereof for each unit
- b. rate per person per hour or portion thereof for each firefighter
- c. other additional cost for each call

*The MTO rate per unit per hour is set by the Ministry of Transportation. This rate is adjusted periodically in accordance with the consumer price index.

Such fees shall be charged and calculated on the basis of each Fire Department vehicle attending, resources consumed in attendance to the property incident. The time shall be measured from the time of departure of each unit from the Fire Department's facilities to the time the unit is cleared for the next call out.

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER 2178-2020

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 February 5, 2020 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 5 day of February, 2020.

By-law read a third time and finally passed this 5 day of February, 2020.

MAYOR
MARK PETERSON

CAO / CLERK
RODGER MORDUE