

TOWNSHIP OF BLANDFORD-BLENHEIM
COUNCIL MEETING AGENDA

Wednesday, September 15, 2021
Princeton Centennial Hall
4:00 p.m.

1. Welcome

2. Call to Order

3. Approval of the Agenda

Recommendation:

That the agenda for the September 15th, 2021 Regular Meeting of Council be adopted.

4. Disclosure of Pecuniary Interest

5. Minutes

a. [September 1st, 2021 Minutes of Council](#)

Recommendation:

That the minutes of the August 4th, 2021 Meeting of Council be adopted, as printed and circulated.

6. Business Arising from the Minutes

7. Delegations / Presentations

- a. Edna Williamson, Friends of the Princeton Park, Re: Princeton Park Covered Structure

8. Correspondence

a. **Specific**

i. [Julie Forth, Clerk, South-West Oxford – Affordable Housing Crisis in Canada](#)

Recommendation:

That the Township of Blandford Blenheim support the resolution of the Township of South West Oxford and the City of Woodstock and call on the Provincial and Federal Governments to partner with local municipalities and

local service providers to fund programs that address the current crisis by increasing the supply of affordable housing options and mental health and addictions supports.

b. General

None.

9. Public Meeting

None.

10. Staff Reports

a. Dustin Robson - Planner

i. [Breifing Memo – ZN1-20-04 – Houskeeping By-law](#)

Recommendation:

That Breifing Memo ZN1-20-04 be received as information.

b. John Scherer – Chief Building Official

i. [CBO-21-10 – Monthly Report to Council](#)

Recommendation:

That Report CBO-21-10 be received as information.

d. Denise Krug – Director of Finance

i. [TR-21-10 – 2022 Budget Schedule](#)

Recommendation:

That Report TR-21-10 be received as information;

And further that Council adopt the budget schedule for the 2022 Operating and Capital Budgets, set out in Report TR-21-10.

e. Rick Richardson – Director of Protective Services

i. [FC-21-17 - August Monthly Report](#)

Recommendation:

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

f. Rodger Mordue – CAO/Clerk

i. [CAO-21-15 – Request to close and transfer unopened road allowances](#)

Recommendation:

That Report CAO-21-15 be received; and,

That the unopened road allowances on Plan 146 in Princeton known as Lister Street, Fox Street, Palmer Street, King Street, Murray Street and McQueen Street be declared surplus; and,

That staff be instructed to begin the process of closing the street allowances and transferring the property provided that all costs associated with the conveyance by borne by the party receiving the land.

ii. [CAO-21-17 – January 2022 Council Meetings](#)

Recommendation:

That Report CAO-21-17 be received; and,

That the Council meeting for January 5, 2022 be cancelled and the following meetings be established for the month of January 2022:

- January 12, 2022 at 4:00 p.m., Regular Council
- January 19, 2022 at 10:00 a.m., Operating Budget presentation

11. Reports from Council Members

12. Unfinished Business

13. Motions and Notices of Motion

14. New Business

15. Closed Session

a. A proposed or pending acquisition or disposition of land the by municipality or local board.

i. Unopened Road Allowance

16. By-laws

a. [2263-2021, Being a By-law to amend Zoning By-law Number 1360-2002, as amended \(Danner & Bjerre-Danner\);](#)

b. [2264-2021, Being a By-law to confirm the proceedings of Council.](#)

Recommendation:

That the following By-laws be now read a first and second time: 2263-2021, & 2264-2021.

Recommendation:

That the following By-laws be now given a third and final reading: 2263-2021,
& 2264-2021.

17. Other

18. Adjournment and Next Meeting

Wednesday, October 6th, 2021 at 4:00 p.m.

Recommendation:

That Whereas business before Council has been completed at _____ pm;

That Council adjourn to meet again on Wednesday, October 6th, 2021 at 4:00 p.m.

Wednesday, September 1st, 2021
Princeton Centennial Hall
4:00 p.m.

MINUTES

Council met at 4:00 p.m. for their Regular Meeting of the month.

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

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

Other: Planner, Dustin Robson

Mayor Peterson in the Chair.

1. Welcome

2. Call to Order

3. Approval of the Agenda

RESOLUTION #1

Moved by – Councillor Read
Seconded by – Councillor Balzer

Be it hereby resolved that the agenda for the September 1st, 2021 Regular Meeting of Council be adopted as printed and circulated.

.Carried

4. Disclosure of Pecuniary Interest

None.

5. Adoption of Minutes

a. August 4th, 2021 Minutes of Council

RESOLUTION #2

Moved by – Councillor Read
Seconded by – Councillor Balzer

Be it hereby resolved that the Minutes of the August 4th, 2021 Meeting of Council be adopted, as printed and circulated.

.Carried

6. Business Arising from the Minutes

None.

7. Delegations / Presentations

- a. Ed Magda, Resident, Re: Opening up of Township Road 2 between Gobles Road and County Road 22

Mr. Magda presented his request to have Township Road 2 reopened between Gobles Road and County Road 22. Staff were directed to research this and come back with a report on what it would take to have this section of road allowance brought to a standard where it could be open to vehicular traffic.

RESOLUTION #3

Moved by – Councillor Read
Seconded by – Councillor Balzer

That the Presentation from Ed Magda be received as information.

.Carried

8. Correspondence

a. Specific

- i. Stephen Covey, CN – Rail Safety Week, 2021

RESOLUTION #4

Moved by – Councillor Read
Seconded by – Councillor Balzer

Be it resolved that Council declares September 20 – 26, 2021 as Rail Safety Week in the Township of Blandford-Blenheim.

.Carried

b. General

- i. Community Planning, Oxford County Re: Responding to Proposed Regulations under the Conservation Authorities Act

RESOLUTION #5

Moved by – Councillor Read
Seconded by – Councillor Balzer

Be it hereby resolved that the general correspondence be received as information.

.Carried

9. Public Meeting

a. Public Meeting under the Drainage Act

RESOLUTION #6

Moved by – Councillor Read
Seconded by – Councillor Balzer

That pursuant to the provision of Section 52 of the Drainage Act, R.S.O. 1990, as amended, Chapter D. 17, the Court of Revision for the purposes of hearing appeals to the Holdsworth Drain 2021 is convened at 4:19 p.m.; and,

That Council appoint Mayor Mark Peterson, Councillor Bruce Banbury, Councillor Randy Balzer, Councillor Justin Read and Councillor Nancy Demarest serve on the Court of Revision for the Holdsworth Drain 2021;

And that Mayor Mark Peterson be appointed as the Chair of the Court of Revision.

.Carried

RESOLUTION #7

Moved by – Councillor Read
Seconded by – Councillor Balzer

Be it hereby resolved that the Court of Revision for the Holdsworth Drain 2021 sustain the assessment as outlined in the report of K. Smart dated July 8, 2021.

.Carried

RESOLUTION #8

Moved by – Councillor Read
Seconded by – Councillor Balzer

Be it hereby resolved that the Court of Revision on the Holdsworth Drain 2021 be closed at 4:20 p.m.

.Carried

RESOLUTION #9

Moved by – Councillor Read
Seconded by – Councillor Balzer

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

2256-2021, Being a By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford (Holdsworth Drain 2021).

.Carried

b. Public Meeting under the Planning Act

RESOLUTION #10

Moved by – Councillor Read
Seconded by – Councillor Balzer

Be it hereby resolved that Council rise and go into a Public Meeting under the Planning Act to consider an application for zone change:

ZN1-21-04, submitted by Robert MacDonald; and,

ZN1-21-05, submitted by Brenden Lee & Leah Wynia.;

And that Mayor Peterson Chair the Public Meeting.

.Carried

i. Application for Zone Change - ZN1-21-04 (Robert MacDonald)

Dustin Robson, Planner, presented the report recommending approval. Council had no questions or comments. The applicant was present. No one in attendance spoke for or against the application.

ii. Application for Zone Change – ZN1-20-05 (Brenden Lee & Leah Wynia)

Dustin Robson, Planner, presented the report recommending denial. Council had questions concerning the farm viability plan and the two-year

holding provision. The applicant was present and spoke in favour of the application. No one in attendance spoke further for against the application.

Council indicated that they would be in favour of the application with a one year holding provision rather than the two years as suggested in the planning report.

RESOLUTION #11

Moved by – Councillor Read
Seconded by – Councillor Balzer

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

.Carried

RESOLUTION #12

Moved by – Councillor Balzer
Seconded by – Councillor Read

Be it resolved that the Council of the Township of Blandford-Blenheim approve the zone change application submitted by Robert Neil McDonald, whereby the lands described as Part Lot 24, Concession 3 (Blenheim), Township of Blandford-Blenheim are to be rezoned from 'Residential Existing Lot Zone (RE)' to 'Special Residential Existing Lot Zone (RE-G3)' to permit a garden suite for a temporary time period of 10 years.

.Carried

RESOLUTION #13

Moved by – Councillor Balzer
Seconded by – Councillor Read

Be it resolved that the Council of the Township of Blandford-Blenheim approve in principle the zone change application submitted by Brenden Lee and Leah Wynia, whereby the lands described as Part Lot 2, Concession 13 (Blandford) are to be rezoned from 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-sp)' to permit the development of an undersized agricultural parcel.

.Carried

c. Public Meeting under the Planning Act, Committee of Adjustment

RESOLUTION #14

Moved by – Councillor Balzer
Seconded by – Councillor Read

Be it hereby resolved that Council move into Committee of Adjustment at 4:49 p.m.

.Carried

RESOLUTION #15

Moved by – Councillor Balzer
Seconded by – Councillor Read

Be it hereby resolved that the Committee rise at 5:04 p.m. and that the Open Council meeting resumes.

.Carried

10. Staff Reports

a. John Scherer – Chief Building Official

- i. CBO-21-09 – Monthly Report to Council

RESOLUTION #16

Moved by – Councillor Balzer
Seconded by – Councillor Read

Be it hereby resolved that Report CBO-21-09 be received as information.

.Carried

b. Jim Harmer – Drainage Superintendent

- i. DS-21-12 – Award of Tender for Holdsworth Drain 2021

RESOLUTION #17

Moved by – Councillor Balzer
Seconded by – Councillor Read

Be it hereby resolved that Report DS-21-12 be received as information;

And further that the tender for the Holdsworth Drain 2021 be awarded to John Devries Construction in the amount of \$ 12,713.00 plus applicable taxes and subject to any applicable appeals under the Drainage Act.

.Carried

ii. DS-21-13 – Monthly Drainage Report

RESOLUTION #18

Moved by – Councillor Balzer
Seconded by – Councillor Read

Be it hereby resolved that Report DS-21-13 be received as information.
.Carried

c. Trevor Baer – Manager of Community Services

i. CS-21-11 – August Monthly Report

RESOLUTION #19

Moved by – Councillor Banbury
Seconded by – Councillor Demarest

Be it hereby resolved that Report CS-21-11 be received as information.
.Carried

d. Denise Krug – Director of Finance

i. TR-21-08 – Monthly Report

RESOLUTION #20

Moved by – Councillor Banbury
Seconded by – Councillor Demarest

Be it hereby resolved that Report TR-21-08 be received as information;
And further that the 2020 surplus of \$140,820 be allocated as follows:

Assessment Appeal Reserve	\$140,820
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.Carried

ii. TR-21-09 – Interim Financial Reports – 2nd Quarter – June 30, 2021

RESOLUTION #21

Moved by – Councillor Banbury
Seconded by – Councillor Demarest

Be it hereby resolved that Report TR-21-98 be received as information.

.Carried

e. Jim Borton – Director of Public Works

- i. PW-21-15 – Twp. Rd. 4 (Ox. 3 – Gobles)

RESOLUTION #22

Moved by – Councillor Banbury
Seconded by – Councillor Demarest

Be it hereby resolved that Report PW-21-15 be received as information.

.Carried

RESOLUTION #23

Moved by – Councillor Read
Seconded by – Councillor Banbury

That staff be instructed to decline the financial contribution offer to hard surface the portion of Township Road 8 west of County Road 3 to Highway 401.

.Carried

- ii. PW-21-16 – Monthly Report

RESOLUTION #24

Moved by – Councillor Banbury
Seconded by – Councillor Demarest

Be it hereby resolved that Report PW-21-16 be received as information.

.Carried

f. Rodger Mordue – CAO / Clerk

- i. CAO-21-12 – Development Charges – Butcher Residence

RESOLUTION #25

Moved by – Councillor Demarest
Seconded by – Councillor Banbury

Be it hereby resolved that Report CAO-21-12 be received as information;
and,

That the complaint received under Section 20 of the Development Charges Act regarding charges levied pursuant to construction at 706935 Township Road 2, Princeton be allowed; and,

That a credit of \$13,652.85 be granted to Tara and Jeff Butcher to refund the Development Charges levied.

.Carried

ii. CAO-21-13 – Request to Sell a Portion of Township Property

RESOLUTION #26

Moved by – Councillor Demarest
Seconded by – Councillor Banbury

Be it hereby resolved that Report CAO-21-13 be received as information;
and,

That a portion of township property located at the rear of 31 Wilmot Street North Drumbo be declared surplus; and,

That staff be instructed to begin the process to sever and sell a portion of the property provided that all costs associated with the conveyance be borne by the party receiving the land.

.Carried

iii. CAO-21-14 – Platt Street Property Sale

RESOLUTION #27

Moved by – Councillor Demarest
Seconded by – Councillor Banbury

Be it hereby resolved that Report CAO-21-14 be received as information;
and,

That the Mayor and Clerk be authorized to execute any and all documents required for the sale of the property located on Isabella / Platt Street Plattsville being the unopened road allowance, portion of PIN 002840027 to West Side Communities (Plattsville) Inc.

.Carried

11. Reports from Council Members

Mayor Peterson reported on the recent Decoration Day service at the Princeton cemetery and the upcoming service at the Drumbo cemetery.

12. Unfinished Business

None.

13. Motions and Notices of Motion

None.

14. New Business

None.

15. Closed Session

None.

16. By-laws

- a. 2259- 2021, Being a By-law to Amend by-law 1360-2002 (MacDonald);
- b. 2260-2021, Being a By-law to provide for the sale of property located on Isabella Street / Platt Street Plattsville, being a portion of PIN 002840027 to West Side Communities (Plattsville) Inc.
- c. 2261-2021, Being a By-law to confirm the proceedings of Council.

RESOLUTION #28

Moved by – Councillor Demarest
Seconded by – Councillor Banbury

That the following By-laws be now read a first and second time: 2259-2021, 2260-2021, 2261-2021 & 2262-2021.

.Carried

RESOLUTION #29

Moved by – Councillor Demarest
Seconded by – Councillor Banbury

That the following By-laws be now read a third and final reading: 2259-2021, 2260-2021, 2261-2021 & 2262-2021.

.Carried

17. Other Business

18. Adjournment and Next Meeting

RESOLUTION #30

Moved by – Councillor Demarest
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 6:02 p.m.;

Be it hereby resolved that Council does now adjourn to meet again on Wednesday,
September 15th, 2021 at 4:00 p.m.

.Carried

Mark Peterson, Mayor
Township of Blandford-Blenheim

Rodger Mordue CAO / Clerk
Township of Blandford-Blenheim



TOWNSHIP OF SOUTH-WEST OXFORD
R. R. # 1, Mount Elgin, ON N0J 1N0
312915 Dereham Line
Phone: (519) 877-2702; (519) 485-0477
Fax: (519) 485-2932

August 31st, 2021

The Right Honourable Justin Trudeau
MP Prime Minister of Canada
Langevin Block
Ottawa, Ontario K1A 0A2

Office of the Premier
Legislative Building
Queens Park
Toronto, ON M7A 1A1

Prime Minister Trudeau and Premier Ford:

Re: Affordable Housing Crisis in Canada

This letter will confirm that the Council of the Township of South-West Oxford passed a motion of support for the following resolution from the Council of the City of Woodstock:

WHEREAS the current affordable housing crisis in Canada and the quality-of-life implications caused by addiction, drug and opioid use, and mental health issues are impacting communities in Canada and around the world;

AND WHEREAS citizens in many communities are alarmed by the increase in homelessness, needles discarded in public spaces, visible signs of illegal activities, and are disillusioned with the justice system response;

AND WHEREAS policing and the justice system is not the solution to homelessness and addiction or an effective use of public funds;

AND WHEREAS public health initiatives and programs aimed at addiction are provided by multiple Ministries and agencies and are clearly inadequate and new long-term solutions are required;

AND WHEREAS many of the programs and attempts from different agencies, government organizations, and Ministry service providers have created a disjointed delivery system;

NOW THEREFORE BE IT RESOLVED that Woodstock City Council calls on the Honourable Doug Ford, Premier of Ontario to bring together the Ministry of the Attorney General, the Ministry of Health, the Ministry of Municipal Affairs and Housing, and the Ministry of Children, Community and Social Services to

immediately work together on both short and long term solutions, complete with funding, to take proper responsibility and action to address the affordable housing, homelessness, and addictions crisis;

AND FURTHER that this resolution be circulated to the Honourable Ernie Hardeman, Oxford MPP; the Association of Municipalities Ontario; and all Ontario municipalities.

The recent development of the Safe and Well Oxford: Community Safety and Well-being Plan identified, within the top three, priority risks for our community: mental health, affordable housing, substance misuse and addictions. Currently, a large number of programs and agencies across Oxford County that provide high quality mental health services for adults, children, youth and families are not able to meet our population's needs due to long wait lists, a shortage of mental health professionals, access issues, inconsistent information, and the impacts from stigma. Mental health services within our community are chronically underfunded – approximately \$52.22 per capita which is significantly lower than \$86.36 per capita in Ontario. Partnerships need to be strengthened between primary care, hospital, and community-based care providers to ensure effective communication, clear and efficient service pathways, and accountability for how mental health services are accessed and delivered. Consistent public education and awareness campaigns are required about early signs and risks associated with mental illness as well as information about the health consequences of mental illness to encourage timely help-seeking by individuals.

Within Oxford County there is a high number of households, including highly vulnerable individuals, who cannot afford a place to call home. Oxford County shelters only have a supply of 50 beds and, across the housing continuum, there are no vacancies in transitional and supportive housing, long-term care, rent-geared to income housing and affordable rental housing. As of July, 2019, the wait list for social housing in Oxford County was 2,500 applicants, an increase of 500 applicants within a period of only six months. In January, 2020 it was reported that approximately 3,000 vacant employment opportunities existed in Oxford County with a wage averaging more than \$18/hr. Housing and transportation are reported as the two primary obstacles to workforce attraction and retention. Greater investment is required to increase the availability of low-threshold housing, addiction supportive housing, rent geared to income and alternative housing options for seniors and first-time home buyers within the community. Public education and awareness are needed to increase the community's appreciation that housing is a social justice issue that impacts the safety and well-being of all.

Within Oxford, a 2017 report projected that between 400 to 1,200 community members are struggling with problematic substance use concerns – this excludes alcohol and cannabis, which masks the scope of the issue. Admissions data to the Ministry of Health



TOWNSHIP OF SOUTH-WEST OXFORD
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Fax: (519) 485-2932

and Long-Term Care funded substance use services indicate that alcohol and cannabis are the top two problematic substances over the past year in Oxford County. Alarming, Oxford County placed seventh in Ontario for the highest number of high-strength opioid users. There were 130 emergency room visits for opioid overdoses in the first nine months of 2020, and there were 21,304 naloxone kits distributed in the region between January and August 2020. Public education and awareness campaigns are required to disseminate key messages about substance misuse, protective and risk factors, and the problems that arise from drug use. Public education, awareness and investment is required to support programs and resources that are available to people for prevention and care.

On behalf of the Township of South-West Oxford we ask that the Provincial and Federal Governments partner with local municipalities and local service providers to fund programs that address the current crisis by increasing the supply of affordable housing options and mental health and addictions supports.

Thank you for your consideration.

Yours truly,

A handwritten signature in black ink, appearing to read 'Julie Forth', is written over a light-colored rectangular stamp.

Julie Forth, Clerk
Township of South-West Oxford

cc. MP Dave MacKenzie
MPP Ernie Hardeman
Hon. Doug Downey, Ministry of the Attorney General
Hon. Christine Elliott, Ministry of Health
Hon. Steve Clark, Ministry of Municipal Affairs and Housing
Hon. Merrilee Fullerton, Ministry of Children, Community and Social Services

To: Mayor and Members of Blandford-Blenheim Township Council

From: Dustin Robson, Development Planner, Community Planning

File: ZN1-20-04 – Housekeeping By-law

DETAILS OF PROPOSED BY-LAW

At their meeting on October 21, 2020, Blandford-Blenheim Township Council received a report from Planning Staff outlining proposed updates to Zoning By-law No. 1360-2002 as part of a Housekeeping By-law (ZN1-20-04). This Staff Report was received as part of a Statutory Public Meeting.

At that time, Township Council passed the following resolution;

“That the Council of the Township of Blandford-Blenheim approve-in-principle the proposed Zoning By-law amendment (File # ZN120-04) to introduce “housekeeping” amendments to Township Zoning By-law No. 1360-2002.”

Following Council’s resolution, Staff have been preparing the Amending Zoning By-law to bring back to Council for review and passing.

During the September 1, 2021, the Township’s Chief Building Official outlined to Township Council the desire to consider reducing the number of recreational vehicles permitted on a lot and allowing a recreational vehicle to be stored in residential driveways for a portion of the year.

Currently, the Zoning By-law allows a maximum of two (2) recreational vehicles to be stored or parked on a lot. Staff are recommending that this number be reduced to one (1) recreational vehicle per lot.

Additionally, Planning staff, in consultation with the Chief Building Official, have prepared wording the following wording and propose to include it in Section 5.28 – Storage or Parking of Recreational Vehicles in Residential Zones:

“5.28.1.4 DRIVEWAY STORAGE

Notwithstanding the provisions of subsection 5.28.1 of this Zoning By-Law, the limitations imposed therein shall not restrict an unoccupied recreational vehicle from being stored in a residential driveway between April 15th and November 15th, provided that no part of the recreational vehicle is located closer than 0.6 m (2 ft) to the front lot line or any side lot line.”

As these items were not identified within the October 21, 2020 Staff Report, Staff are recommending that Council direct Staff, through a resolution, to add the proposed provisions to the forthcoming Housekeeping By-law.

SIGNATURES

Authored by: *original signed by:*

Dustin Robson, MCIP, RPP,
Development Planner

Approved for Submission: *original signed by:*

Eric Gilbert, MCIP RPP,
Senior Planner



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To: Members of Council **From:** John Scherer, CBO/
Manager of Building
Services

Reviewed By: Rodger Mordue, CAO/Clerk **Date:** September 7, 2021

Subject: Monthly Report to Council **Council
Meeting Date:** September 15, 2021

Report #: CBO-21-10

Recommendation:

That Report CBO – 21 - 10 be received as information.

Background:

To provide Council with an update, regarding the monthly Building activities for the period ending August 31, 2021.

Building Updates:

1. Various other day to day responsibilities regarding Building Services, Property Standards & Zoning.

Legislative Updates:

- None

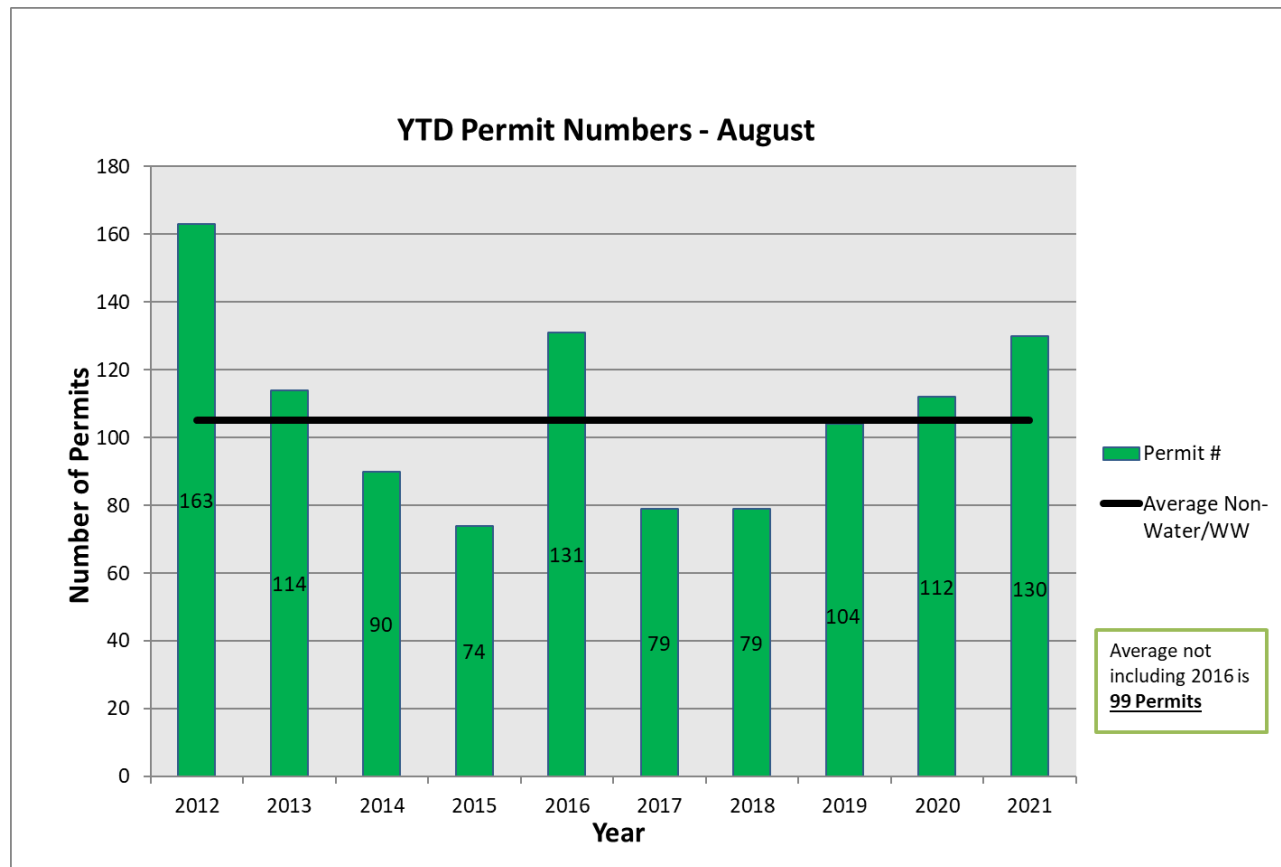
Property Standards/By-Law Updates:

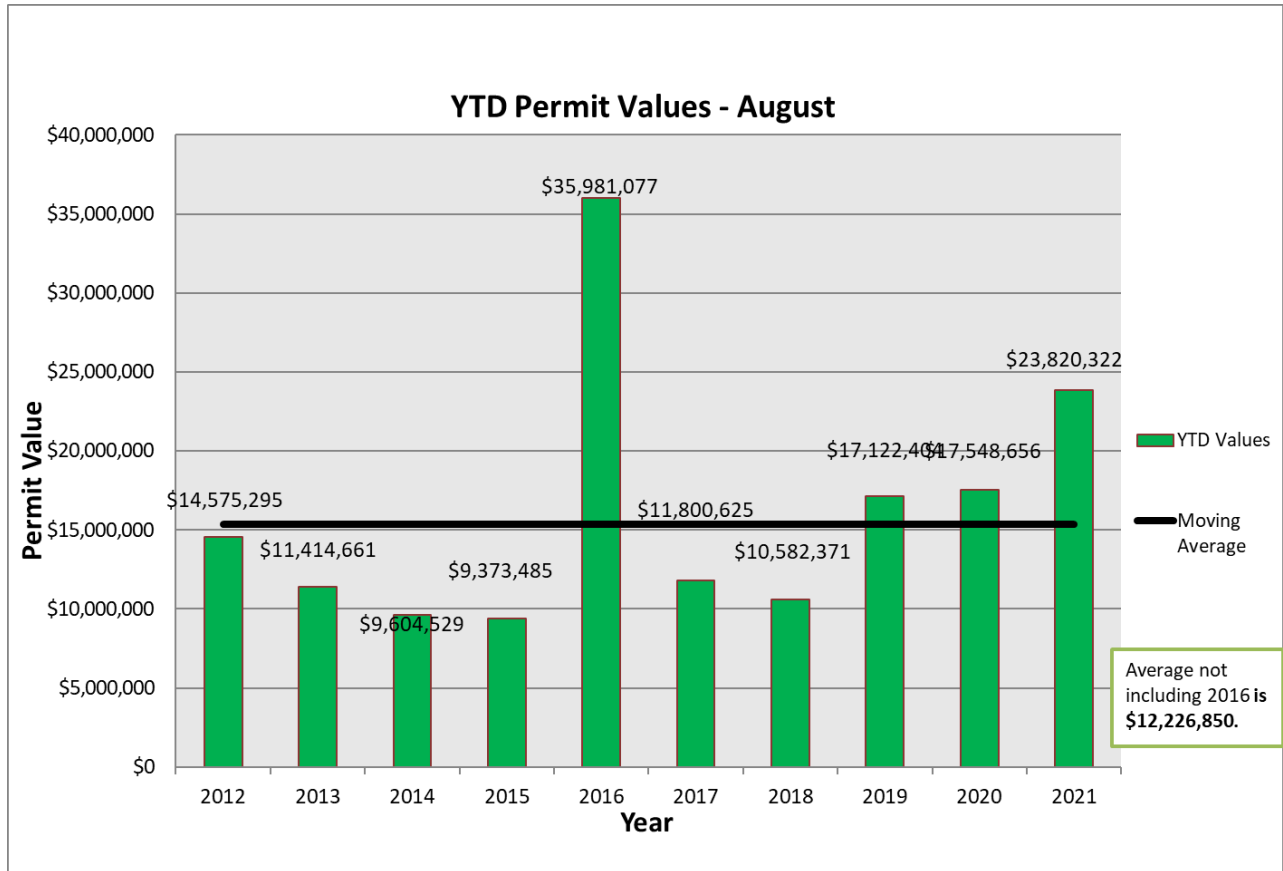
OPEN PROPERTY STANDARDS ISSUES			
Ref Number	Area	Type	Notes
October 2020			
PS2020-11	Wolverton	Clean Yard	File Received. Sent to MEU. Back with Twp Staff
March 2021			
Updated PS2020-02 with additional Order to Comply & Stop Work Order. - Awaiting Court Hearing - Nov 15/21			
May 2021			
PS2021-06	Plattsville	Trailer Parking	No Action - Updating ZBL
July 2021			
PS2021-10	Rural	Zoning Issue	In Progress. Working with owners
August 2021			
PS2021-11	Zoning	Rural	Illegal Second Unit - Working with Owners.

Monthly Permit Activity

	# Permits	Const. Value	Permit Fees
August 2021	13	\$ 10,487,500.00	\$ 24,745.20
Year to Date - August 31, 2021	130	\$23,820,322.00	\$162,279.12

Building Description	Permit Value	Permit Fee
New Porch	\$ 12,000.00	\$ 200.00
Interior alterations to an existing space	\$ 370,000.00	\$ 3,157.50
Septic Replacement	\$ 15,000.00	\$ 550.00
Dwelling Addition	\$ 60,000.00	\$ 650.00
New Washroom - WWTP Building	\$ 1,000,000.00	\$ 411.40
WWTP Screening Building	\$ 4,000,000.00	\$ 826.30
New Membrane Bioreactor Building	\$ 4,000,000.00	\$ 2,252.00
Grain Bin	\$ 9,000.00	\$ 600.00
Agricultural Storage Shed	\$ 60,000.00	\$ 1,250.00
Addition to storage barn	\$ 100,000.00	\$ 1,930.00
Addition to greenhouse	\$ 850,000.00	\$12,618.00
Septic tank replacement	\$ 6,500.00	\$ 200.00
Tent	\$ 5,000.00	\$ 100.00
TOTALS	\$10,487,500.00	\$ 24,745.20





Respectfully submitted by:

John Scherer
Manager Building Services/CBO



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Denise Krug, Director of Finance
Reviewed By:	Rodger Mordue	Date:	September 8, 2021
Subject:	2022 Budget Schedule	Council Meeting Date:	September 15, 2021
Report #:	TR-21-10		

Recommendation:

That Report TR-21-10 be received as information;

And further that Council adopt the budget schedule for the 2022 Operating and Capital Budgets, set out in Report TR-21-10.

Background:

The purpose of this report is to present to Council for its consideration a schedule to review and approve the Tax Rate supported 2022 Operating Budget and Capital Budget for the Township of Blandford-Blenheim.

Section 290 of the Municipal Act, 2001, as amended, provides for the following in regard to annual budgets:

Yearly budget, local municipalities

- (1) For each year, a local municipality shall, in the year or the immediately preceding 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 during 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

Detail and form

- (2) The budget shall, in such detail and form as the Minister may require, set out the following amounts:
 - (a) The estimated revenues, including the amount the municipality intends to raise on all the rateable property in the municipality by its general local municipality levy and the

amount it intends to raise on less than all the rateable property in the municipality by a special local municipality levy under section 312

- (b) The estimated portion of the estimated revenues described in paragraph (a), if any, to be paid into the municipality's reserve, sinking and retirement funds.
- (c) The estimated revenues, are equal to the estimated expenditures
- (d) The estimated portion of the expenses, if any, to be paid out of the municipality's reserves and reserve funds.

Allowance

- (3) In preparing the budget for a year, the local municipality,
 - (a) Shall not include in the estimated revenues, the estimated proceeds of any borrowing during the year;
 - (b) Shall treat any operating surplus of any previous year as revenue that will be available during the current year;
 - (c) Shall provide for any operating deficit of any previous year;
 - (d) Shall provide for taxes and other revenues that in the opinion of the treasurer are uncollectible and for which provision has not been previously made;
 - (e) May provide for taxes and other revenues that it is estimated will not be collected during the year; and
 - (f) May provide for such reserves as the municipality considers necessary.

Analysis/Discussion:

For the upcoming 2022 budget deliberations, staff are proposing the following schedule.

The Capital Project/Road Tour is cancelled again this year due to COVID-19. Staff will provide a map highlighting 2022 Capital Projects.

2022 Fees and Charges will be presented to Council for approval on November 3rd and the by-law will be brought to the December 15th Council meeting for approval. The Capital Budget will be presented at the December 1st Council meeting, which will start at 2 p.m. Outstanding items will be discussed at the following regular Council meeting on December 15th.

We are proposing an extra Council meeting, on Wednesday, January 19th, starting at 10 a.m. as an extended budget meeting to present the Operating Budget for all departments. This will allow Council to discuss any outstanding items and consider the tax rates during the two regular Council meetings in February and adopt the 2022 Budget By-law at the first Council meeting in March.

This time-line provides public the ability to have input into the proposed budgets weeks in advance of Council passing the Tax Rate By-Law for 2022.

<i>Date</i>	<i>Staff / Council Involvement</i>	<i>Description</i>
November 3rd	Council/Director of Finance	Fees & Charges Report provided to Council for approval.
November 17th	Council/Director of Finance	Council Approval of 2022 Salaries & Wages
December 1st	Council/Directors	Presentation of Capital Budget – All Depts. Council meeting to start at 2 p.m.
December 15th	Council/Director of Finance	Fees & Charges By-Law to council for approval.
December 15th	Council/Directors	Council Review of Capital Budget Outstanding items (if necessary)
January 12th	Director of Finance	Provide members of Council budget binders.
January 19th	Council / Directors	Presentation of Operating Budget <ul style="list-style-type: none"> • All departments Special Council Meeting to start at 10 a.m.
February 2nd	Council / Directors	Council review of outstanding requests. Overall budget discussions.
February 16th	Council / Directors	Council finalization of budget estimates
February 17th	Director of Finance	Post 2022 budget on website
March 2nd	Council	Adoption of 2022 budget estimates By-law
April/May	Council	Tax Rate By-Law to Council for approval.

Financial Considerations:

Not applicable

Attachments:

None

Respectfully submitted by:

Denise Krug
Treasurer



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Rick Richardson – Director of Protective Services
Reviewed By:	Rodger Mordue	Date:	September 8 th ,2021
Subject:	August Monthly Report	Council Meeting Date:	September 15 th , 2021
Report #:	FC-21-17		

Recommendation:

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

Background:

To provide Council with an update regarding the activities of the Protective Services Department, for the month of August 2021

Analysis/Discussion:

Fire:

- (26) burn permits were issued in August 2021
- August 2021 monthly fire calls (included)
- Fire calls 2020 vs 2021 (attached)

Meetings, Courses and Training Attended:

- Staff participated in weekly conference calls during the month of August with Southwestern Public Health when available.
- August 9th staff and Oxford EMS hosted a COVID pop up vaccine clinic at the Drumbo Fire Station from 9am to 1pm
- August 10th staff and Oxford EMS hosted a COVID pop up vaccine clinic at the Bright Fire Station from 9am to 1pm
- August 10th, we hosted our 2022 firefighter recruitment night at Drumbo Fire Station with a good number of candidates attending and asking many questions about our process.
- We have taken delivery of a new Tanker for Plattsville Station. Plattsville Firefighters have to complete a 3-hour driving course prior to operating this new unit. We are waiting delivery on a number of equipment items for this tanker as they are back ordered.
- August 31st staff hosted a training session at Drumbo Fire Station for the Oxford Fire Chiefs who are partners with the purchase of our new fit tester.

August 2021 Fire Call Report

Bright

- 16 30-Aug Baird St N Fire Alarm
- 17 30-Aug Oxford Rd 8 Car vs Pedestrian

Drumbo

- 45 02-Aug Hwy 401 Km 248 MVC
- 46 02-Aug Hwy 401 & Cty Rd 3 Plane down search
- 47 05-Aug Wilmot St N Medical Call
- 48 19-Aug Hwy 401 Km 250 MVC
- 49 21-Aug Twp Rd 3 Vehicle Fire - Assist
- 50 26-Aug Hwy 401 Km 262 MVC

Plattsville

- 36 02-Aug Albert St W Fire Alarm
- 37 05-Aug Albert St W Fire Alarm
- 38 26-Aug Hwy 401 Km 262 MVC Assist
- 39 30-Aug Baird St N Fire Alarm - Assist
- 40 30-Aug Oxford Rd 8 Car vs Pedestrian Assist

Princeton

- 39 02-Aug Hwy 401 @ Cty Rd 3 Plane down search
- 40 02-Aug Twp Rd 2 Medical Call
- 41 19-Aug Hwy 401 Km 250 MVC- Assist
- 42 21-Aug Twp Rd 3 Vehicle Fire
- 43 21-Aug Main St S Medical Call
- 44 26-Aug Hwy 401 Km 262 MVC Assist
- 45 28-Aug 3rd Concession Medical Call

EZT

8 calls to date

North Dumfries

1 call to date

Wilmot

1 call to date

	<u>2020</u>		<u>2021</u>	
	<u>Medical</u>	<u>Total Calls</u>	<u>Medical</u>	<u>Total Calls</u>
Bright	3	18	2	17
Drumbo	3	48	10	50
Plattsville	9	37	3	40
Princeton	8	45	4	45
EZT	2	6	2	8
North Dumfries	0	0	0	1
Wilmot	0	1	0	0
	25	155	21	161

By-Law Enforcement – August 2021

2021

- 2021-02 – Animals/Property Standards
- 2021-07 – Noise complaint
- 2021-08 – Cats at Large
- 2021-09 – Dangerous Dog
- 2021-10 – Dangerous Dogs
- 2021-11 – Noise complaint/Property Standards
- 2021-12 – Noise Complaint
- 2021-13 – Noise Complaint

CEMC- August 2021

- COVID-19
 - Weekly (minimum) conference calls with Southwestern Public Health
 - Twice weekly WebEx meetings with PEOC
 - St Clair Sector Meeting – via WebEx

Respectively Submitted by:

Rick Richardson

Director of Protective Services



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To: Members of Council

From: Rodger Mordue, CAO/Clerk

Reviewed By: N/A

Date: September 8, 2021

Subject: Request to close and transfer unopened road allowances

Council Meeting Date: September 15, 2021

Report #: CAO-21-15

Recommendation:

That Report CAO-21-15 be received; and,

That the unopened road allowances on Plan 146 in Princeton known as Lister Street, Fox Street, Palmer Street, King Street, Murray Street and McQueen Street be declared surplus; and,

That staff be instructed to begin the process of closing the street allowances and transferring the property provided that all costs associated with the conveyance be borne by the party receiving the land.

Background:

A request has been received from the potential purchaser of a property at 707044 Township Road 2 Princeton to close and purchase the unopened road allowances contained in Plan 146 for the Village from 1855. The property requested is outlined below in red.



Analysis/Discussion:

Plan 146 in Princeton was laid out in 1855. A copy of that original plan is attached to this report. Only the lots along Main Street and a few along Roper Street (Twp Rd 2) were developed. The rest are under a single ownership and are within the settlement boundary but remain undeveloped.

The agent for the potential purchasers of 707044 Township Road 2 has requested that the Township consider transferring the unopened road allowances contained in Plan 146 to the surrounding property owner. The purchasers intend to develop the whole property through a plan of subdivision and this can be more efficiently done if the road allowances are eliminated and incorporated into the surrounding lands.

The Township has a procedure to follow when requests such as this are received. If Council agrees to the sale of this parcel of land the following would happen:

1. Survey of the property would need to be done. Purchaser would be responsible for the cost of that.
2. Once the survey is complete the matter would then come back to Council for a final decision and enactment by by-law.

Financial Considerations:

The purchasers would be responsible for all costs associated with the transaction. This would include but not be limited to:

1. Survey
2. Cost of land
3. Township legal fees.

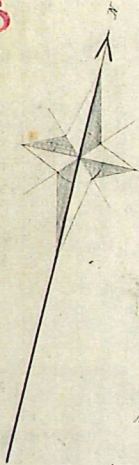
Attachments:

- Plan 146 from 1855

Respectfully submitted by:

Rodger Mordue
CAO/Clerk

146



N^o 13

A. Gissing



2nd con^s

146

N^o 12

1st con^s

PLAN 146

OF
TOWN LOTS
IN
PRINCETON

situated
on the north Easterly part of Lot 1st in the first
concession of the Township of Blenheim in the
county of Oxford. And laid out by
C. C. Closter Esq. of Hamilton
proprietor, and this original copy being prepared
for the Registrars Office of the county aforesaid

Scale— 4 chains to an inch = 33 feet

Beauchville 25th Sept 21st D. 1855. W^m Smiley, P.L.S.

146

146



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To: Members of Council **From:** Rodger Mordue, CAO/Clerk
Reviewed By: N/A **Date:** September 9, 2021
Subject: January 2022 Council meetings **Council Meeting Date:** September 15, 2021
Report #: CAO-21-17

Recommendation:

That Report CAO-21-17 be received; and,

That the Council meeting for January 5, 2022 be cancelled and the following meetings be established for the month of January 2022:

- January 12, 2022 at 4:00 p.m., Regular Council
- January 19, 2022 at 10:00 a.m., Operating Budget presentation

Background:

The Township's procedural By-law states that each "...regular meeting of Council shall be held on the first Wednesday and third Wednesday of each month at 4pm, unless, Council selects an alternate meeting date, and time by way of resolution." During the months of July and August Council meets only on the first Wednesday of the month.

Analysis/Discussion:

For the past number of year's the first meeting of Council in January has been changed because of the closure of the Township between Christmas and New Year's. This year the first Wednesday in January falls on the 5th. Staff recommend that the first meeting be moved to the second Wednesday on January 12th.

The second meeting would remain on January 19th but it is recommended that this meeting begin at 10:00 am in order to allow for discussions on the 2022 operating budget.

Financial Considerations:

Attachments:

- N/A

Respectfully submitted by:

Rodger Mordue
CAO/Clerk

7.6.32.3 That all the provisions of the A2 Zone in Section 7.2 to the Zoning By-law, as amended, shall apply, and further that all the other provisions of this Zoning By-law, as amended, that are consistent with the provisions contained herein shall continue to apply, mutatis mutandis.”

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

READ a first and second time this 15th day of September, 2021.

READ a third time and finally passed this 15th day of September, 2021.

Mark Peterson - Mayor

(SEAL)

Rodger Mordue – CAO/Clerk

ZN1-21-05

TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER 2263-2021

EXPLANATORY NOTE

The purpose of By-law Number 2263-2021 is to rezone the subject property from 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-32(H))' to permit the construction of a single detached dwelling and agricultural building, accessory to an organic farm, with a minimum lot area of 10.2 ha (25.2 ac).

A Holding Provision has also been applied to the property to ensure that no accessory single detached dwelling is constructed until the owner has demonstrated, to the satisfaction of the Township, that the first year of the approved farm plan has been implemented.

The subject lands are described as Part Lot 2, Concession 13 (Blandford). The lands are located on the south side of Township Road 14, lying between Oxford Road 22 and Blandford Road, and municipally known as 946256 Township Road 14.

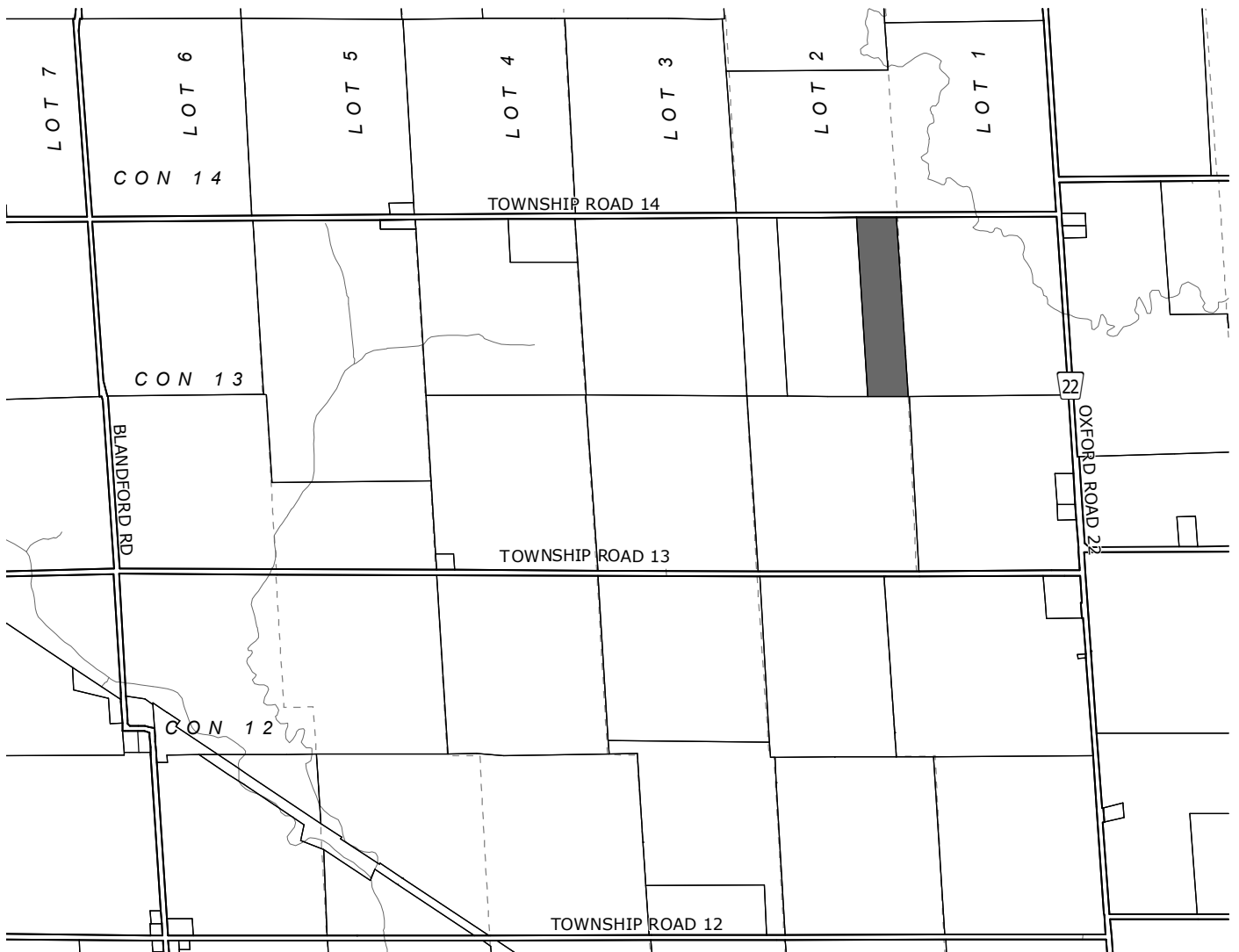
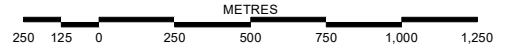
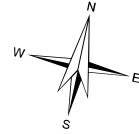
The Township of Blandford-Blenheim, after conducting the public hearing necessary to consider the application, adopted the amending By-law Number 2263-2021. The public hearing was held on September 01, 2021 and comments received from the public were reviewed, and where appropriate, were considered in Council's decision to approve the application.

Any person wishing further information regarding Zoning By-Law Number 2263-2021 may contact the undersigned.

Mr. Rodger Mordue, CAO/Clerk
Township of Blandford-Blenheim
47 Wilmot Street South
Drumbo, Ontario
N0J 1G0

Telephone: 463-5347

KEY MAP



 LANDS TO WHICH BYLAW 2263-2021 APPLIES



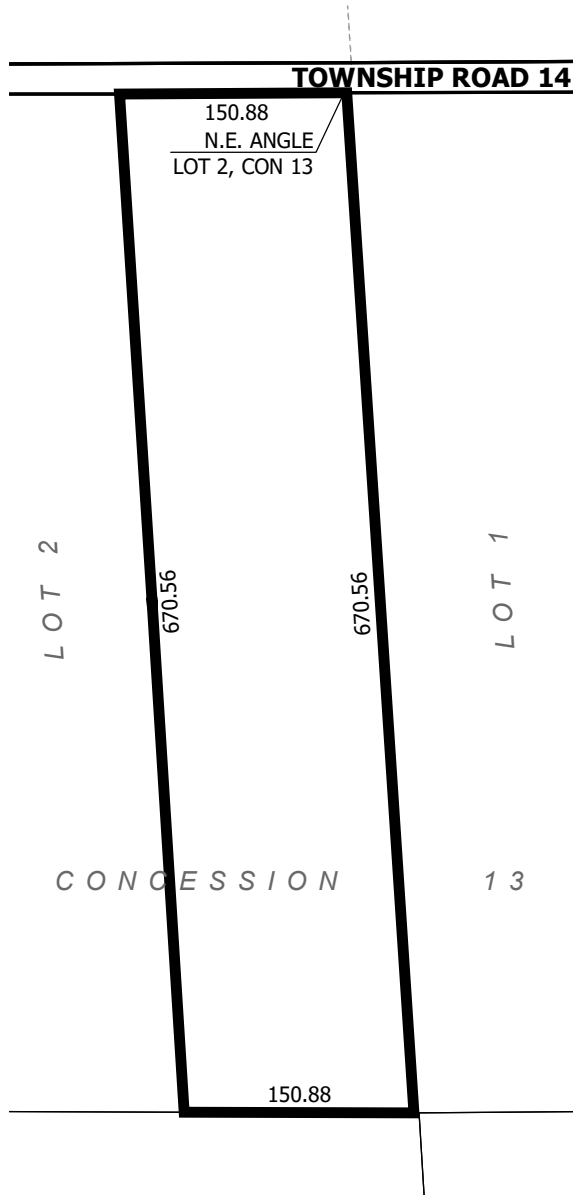
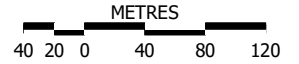
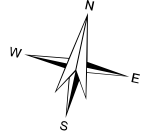
Growing stronger together

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SCHEDULE "A"

TO BY-LAW No. 2263-2021

PT LOT 2, CONCESSION 13 (BLANDFORD)
TOWNSHIP OF BLANDFORD-BLENHEIM



AREA OF ZONE CHANGE TO A2-32(H)

NOTE: ALL DIMENSIONS IN METRES



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THIS IS SCHEDULE "A"

TO BY-LAW No. 2263-2021, PASSED

THE _____ DAY OF _____, 2021

MAYOR

CAO/CLERK

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER 2264-2021

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 15th, 2021 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 15th day of September, 2021.

By-law read a third time and finally passed this 15th day of September, 2021.

MAYOR
MARK PETERSON

CAO / CLERK
RODGER MORDUE