

TOWNSHIPSHIP OF BLANDFORD-BLENHEIM

COUNCIL MEETING AGENDA

Wednesday, October 2nd, 2024

Watch via Live Stream on Township's YouTube:

<https://www.youtube.com/channel/UCdKRV0GAEuFaGbwhRPzoEXA>

4:00 p.m.

1. Welcome

2. Call to Order

3. Approval of the Agenda

Recommendation:

That the agenda for the October 2nd, 2024 Regular Meeting of Council be adopted as printed, and circulated.

4. Disclosure of Pecuniary Interest

5. Minutes

a. [September 18th, 2024 Minutes of Council](#)

Recommendation:

That the minutes of the September 18th, 2024 Regular Meeting of Council be adopted, as printed and circulated.

6. Business Arising from the Minutes

7. Public Meetings

a. Public Meeting under the Planning Act, Zone Change

i. [Application for Zone Change – ZN1-24-14 & 15 \(Bartlett\)](#)

Recommendation:

That the Township of Blandford-Blenheim approve in principle the Zone Change Application submitted by Tim and April Bartlett (File No. ZN1-24-14) whereby the lands described as Part Lots 9 & 10, Concession 9 (Blenheim), Township of Blandford- Blenheim are to be rezoned from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR).' &

That the Township of Blandford-Blenheim approve in principle the Zone Change Application submitted by Tim and April Bartlett (File No. ZN1-24-15) whereby the lands described as Part Lots 9 & 10, Concession 9

(Blenheim), Part 1, RP 41R626, Township of Blandford-Blenheim are to be rezoned from 'Residential Existing Lot Zone (RE)' to 'General Agricultural Zone (A2).'

8. Delegations / Presentations

- i. Michael Stamou, Editor, Greg O'Brien, Publisher, Kimberly de Jong, Reporter, Brant Beacon, re: Township News Media Coverage

Recommendation:

That the delegation from Michael Stamou, Editor, Greg O'Brien, Publisher, Kimberly de Jong, Reporter, of the Brant Beacon be received as information.

9. Correspondence

a. Specific

None.

b. General

- i. [Western Ontario Wardens Caucus, re: News Release: Rural Municipal Leaders Support 'Solve the Crisis' Campaign to Address Homelessness and Mental Health; and,](#)
- ii. [Pamela Antonio, Supervisor of Waste Management, Oxford County, re: Environment and Climate Change Canada Proposed "Regulations Respecting the Reduction in the Release of Methane \(Waste Sector\)".](#)

Recommendation:

That the general correspondence item be received as information.

10. Staff Reports

a. Adam Degier – Drainage Superintendent

- i. [DS-24-17 – Petition for Drainage – Westside Communities Plattsville Inc.](#)

Recommendation:

That Report DS-24-17 be received as information; and,

That Council accepts the petition for drainage works for the Part of Lot 17, Concession 12 (Blenheim), to modify and relocate the Hall Farm Branch of the Plattsville Drainage Works 2007 and Incorporate Storm Drains and Stormwater Management Systems from Westside Communities (Plattsville) Inc. and,

That the Clerk notify the Grand River Conservation Authority that it has received a petition for drainage work and that they intend to proceed with this petition.

ii. [DS-24-18 – Monthly Report](#)

Recommendation:

That Report DS-24-18 be received as information.

b. Trevor Baer – Director of Community Services

i. [CS-24-14 – Monthly Report](#)

Recommendation:

That Report CS-24-14 be received as information.

ii. [CS-24-15 – Grant Funding, Arena Roof Project](#)

Recommendation:

That Report CS-24-15 be received as information; and,

That Council directs staff to apply for the Community Sport and Recreation Infrastructure Fund, for arena roof project based on (70%) grant funding and (30%) Township funding.

c. Jim Borton – Director of Public Works

i. [PW-24-23 – Monthly Report](#)

Recommendation:

That Report PW-24-23 be received as information.

ii. [PW-24-24 – Grader Roller](#)

Recommendation:

That Report PW-24-24 be received as information; and,

That Council accepts the quote submitted by Neilson Custom Metal Works Inc. to supply 1 roller and lifting bracket to fit the 2018 CAT 140M3 Grader for the amount of \$25,700.00 plus HST.

d. Sarah Matheson – Clerk

i. [DC-24-09 – Update to January 2025 Council Meeting Schedule](#)

Recommendation:

That Report DC-24-09 be received as information; and,

That the Council Meeting scheduled for January 1st 2025 be cancelled and the following meetings be established for the month of January 2025:

- January 15th, 2025 (third Wednesday of the month), Operating Budget & Capital Budget/Long Term Capital Plan Meeting, beginning at 10:00 a.m.; and,
- January 22nd, 2025, Regular Council Meeting, beginning at 4:00 p.m.

e. Josh Brick – Chief Administrative Officer

i. CAO-24-38 – Building Services Vehicle

Recommendation:

That Report CAO-24-38 be received as information; and,

That Council approves the vehicle specifications requirements as attached to the Report CAO-24-38; and further,

That Council directs staff to seek formal quotations for the purchase of a 4x4 pick-up truck in accordance with Township procurement policies.

11. Reports from Council Members

12. Unfinished Business

13. Motions and Notices of Motion

14. New Business

15. Closed Session

16. By-laws

a. 2456-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-23-02); and,

b. 2457-2024, Being a By-law to confirm the proceedings of Council.

Recommendation:

That the following By-law be now read a first and second time: 2456-2024 & 2457-2024.

Recommendation:

That the following By-laws be now given a third and final reading: 2456-2024 & 2457-2024.

17. Other

18. Adjournment and Next Meeting

Wednesday, October 16th, 2024 at 4:00 p.m.

Recommendation:

Whereas business before Council has been completed at _____ pm;

That Council adjourn to meet again on Wednesday, October 16th, 2024 at 4:00 p.m.

MINUTES

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

Present: Mayor Peterson, Councillors Banbury, Barnes, and Young.

Staff: Baer, Belanger, Borton, Brick, Davidson, Degier, and Matheson.

Other: Robson, Planner.

Regrets: Councillor Demarest

Mayor Peterson in the Chair.

1. Welcome

2. Call to Order

3. Approval of the Agenda

RESOLUTION #1

Moved by – Councillor Young
Seconded by – Councillor Banbury

Be it hereby resolved that the agenda for the September 18th, 2024 Regular Meeting of Council be adopted as amended, with the addition of items 16. d. and e.

.Carried

4. Disclosure of Pecuniary Interest

None.

5. Adoption of Minutes

a. September 4th, 2024 Minutes of Council

RESOLUTION #2

Moved by – Councillor Barnes
Seconded by – Councillor Young

Be it hereby resolved that the minutes of the September 4th, 2024 Meeting of Council be adopted, as printed and circulated.

.Carried

6. Business Arising from the Minutes

None.

7. Public Meetings

a. Public Meeting under the Planning Act, Zone Change

- i. Application for Zone Change – ZN1-24-13 (1000001149 Ontario Inc.)

RESOLUTION #3

Moved by – Councillor Banbury
Seconded by – Councillor Young

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

ZN1-24-13 (1000001149 Ontario Inc.);

And that Mayor Peterson Chair the Public Meeting.

.Carried

The Planner presented the Report, recommending to approve-in-principle. The applicants and applicant's agent were present. Ron Davidson, Planning Consultant and agent of the applicant, spoke in favour of the application. No one in the audience spoke further for or against the application.

RESOLUTION #4

Moved by – Councillor Banbury
Seconded by – Councillor Barnes

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

.Carried

RESOLUTION #5

Moved by – Councillor Barnes
Seconded by – Councillor Young

Be it hereby resolved that the Township of Blandford-Blenheim approve-in-principle the zone change application submitted by 1000001149 Ontario Inc. whereby a portion of the lands described as Part Lot 12, Concession 11 (Blenheim), Township of Blandford-Blenheim are to be rezoned from 'General Agricultural Zone (A2)' to 'Aggregate Industrial Zone (ME)' to permit a new Class 'A' below water aggregate operation.

.Carried

8. Delegations / Presentations

- i. Nicole Lippay, Jenna Fischer, and Meagan Brennan, Staff Members, Oxford County Library, re: Ox on the Run Progress Update

Nicole Lippay, Jenna Fischer, and Meagan Brennan, Staff Members, Oxford County Library, presented information regarding Ox on the Run including usage of the service and what types of services are offered such as registering library cards.

RESOLUTION #6

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved presentation from Nicole Lippay, Jenna Fischer, and Meagan Brennan, Staff Members, Oxford County Library, regarding Ox on the Run Progress Update be received as information.

.Carried

9. Correspondence

- a. Specific

None.

- b. General

- i. Louise Wardrop, Executive Director, Oxford Community Foundation, re: 2024 Fall Newsletter; and,
- ii. Louise Wardrop, Executive Director, Oxford Community Foundation, re: 2023 Annual Report.

RESOLUTION #7

Moved by – Councillor Young
Seconded by – Councillor Barnes

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

.Carried

10. Staff Reports

a. Drew Davidson – Director of Protective Services

- i. FC-24-19 – Monthly Report

RESOLUTION #8

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved that Report FC-24-19 be received as information.

.Carried

b. Ray Belanger – Chief Building Official

- i. CBO-24-08 – Monthly Report

RESOLUTION #9

Moved by – Councillor Barnes
Seconded by – Councillor Banbury

Be it hereby resolved that Report CBO-24-08 be received as information.

.Carried

- ii. CBO-24-09 – Monthly Report

RESOLUTION #10

Moved by – Councillor Young
Seconded by – Councillor Barnes

Be it hereby resolved that Report CBO-24-09 be received as information.

.Carried

c. Jim Borton – Director of Public Works

- i. PW-24-21 – Bridge 38 Deck

RESOLUTION #11

Moved by – Councillor Barnes
Seconded by – Councillor Young

Be it hereby resolved that Report PW-24-21 be received as information;
and,

That Council accepts the tender bid submitted by VanDriel Excavating Inc.
of Clinton ON. for the amount of \$544,325.32 plus HST; and further,

That Council directs staff to provide options for increasing Public Works Reserve contributions for consideration during 2025 Budget Deliberations.

.Carried

ii. PW-24-22 – Monthly Report

RESOLUTION #12

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved that Report PW-24-22 be received as information.

.Carried

d. Trevor Baer – Director of Community Services

i. CS-24-13 – Purple Bench DART

RESOLUTION #13

Moved by – Councillor Young
Seconded by – Councillor Banbury

Be it hereby resolved that Report CS-24-13 be received as information.

.Carried

e. Denise Krug – Director of Finance

i. TR-24-13 – Monthly Report

RESOLUTION #14

Moved by – Councillor Barnes
Seconded by – Councillor Young

Be it hereby resolved that Report TR-24-13 and the 2025 Budget Survey Responses be received as information.

.Carried

f. Josh Brick – Chief Administrative Officer

i. CAO-24-37 – Severance Agreement

RESOLUTION #15

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved that Report CAO-24-37 be received as information;
and,

That Council authorizes staff to execute the Severance Agreement related
to Severance Application B23-82-1.

.Carried

11. Reports from Council Members

Mayor Peterson reported regarding the Drumbo Fair upcoming this weekend, Friday, September 20th to Sunday September 22nd. Councillor Young reported on the Take Back the Night event in Oxford County to highlight awareness for domestic violence. Councillor Banbury reported on his attendance at the Farm Show on the first day and commented on the attendance and extensiveness of the show. Mayor Peterson reported that he cooked in the Lion's Club tent on the Thursday of the Farm Show, commenting that any and all leftover food is donated to the Blandford-Blenheim Helping Hands Foodbank. Mayor Peterson noted that all the foodbanks everywhere are struggling to meet the needs of their users. Mayor Peterson commended the Drumbo Lions Club for their efforts during the Farm Show.

12. Unfinished Business

None.

13. Motions and Notices of Motion

None.

14. New Business

None.

15. Closed Session

- a. Report DC-24-08 - Third party information supplied in confidence to the municipality, which, if disclosed, could significantly prejudice a competitive position or interfere with negotiations [s. 239 (2)(i)]
Re: Municipal Accountability Officer
- b. Report CAO-24-36 – Personal matters about an identifiable individual, including municipal employees. [s. 239 (2)(b)]
Re: Personal Matters

RESOLUTION #16

Moved by – Councillor Young
Seconded by – Councillor Barnes

Be it hereby resolved that Council move into Closed Session under the authority of Section 239 of the Municipal Act at 4:58 p.m. to discuss:

- a. Report DC-24-08 - Third party information supplied in confidence to the municipality, which, if disclosed, could significantly prejudice a competitive position or interfere with negotiations [s. 239 (2)(i)]
Re: Municipal Accountability Officer
- b. Report CAO-24-36 – Personal matters about an identifiable individual, including municipal employees. [s. 239 (2)(b)]
Re: Personal Matters

.Carried

RESOLUTION #17

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 5:09 p.m. and reports the following:

That Report DC-24-08 be received as information;

And further, that Council direct staff to provide 30 days' notice to Robert J. Swayze, the Township's current Integrity Commissioner and Closed Meeting Investigator, advising that his services are no longer required;

And further, that Council direct staff to appoint John Mascarin of Aird Berlis LLP as the new Integrity Commissioner and Closed Meeting Investigator by by-law at a subsequent meeting

And further, that Council gave direction to the CAO regarding Report CAO-24-36.

.Carried

16. By-laws

RESOLUTION #18

Moved by – Councillor Barnes
Seconded by – Councillor Young

Be it hereby resolved that the following By-laws be now read a first and second time:

- a. 2451-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-03);
- b. 2452-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-10);
- c. 2453-2024, Being a By-law to confirm the proceedings of Council;
- d. 2454-2024, Being a By-law to appoint a Fire Prevention Officer for the Township of Blandford-Blenheim; and,
- e. 2455-2024, Being a By-law to appoint Building Officials under the Building Code Act for the Corporation of the Township of Blandford-Blenheim.

RESOLUTION #19

Moved by – Councillor Young
Seconded by – Councillor Banbury

Be it hereby resolved that the following By-laws be now read a third and final time:

- a. 2451-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-03);
- b. 2452-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-10);
- c. 2453-2024, Being a By-law to confirm the proceedings of Council;
- d. 2454-2024, Being a By-law to appoint a Fire Prevention Officer for the Township of Blandford-Blenheim; and,
- e. 2455-2024, Being a By-law to appoint Building Officials under the Building Code Act for the Corporation of the Township of Blandford-Blenheim.

.Carried

17. Other Business

None.

18. Adjournment and Next Meeting

RESOLUTION #20

Moved by – Councillor Banbury
Seconded by – Councillor Young

Whereas business before Council has been completed at 5:12 p.m.;

Be it hereby resolved that Council adjourn to meet again on Wednesday, October 2nd, 2024 at 4:00 p.m.

.Carried

Mark Peterson, Mayor
Township of Blandford-Blenheim

Sarah Matheson, Clerk
Township of Blandford-Blenheim

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

From: Dustin Robson, Development Planner, Community Planning

Application for Zone Change ZN1-24-14 and ZN1-24-15 – Tim and April Bartlett

REPORT HIGHLIGHTS

- The associated Severance Application (B24-46-1) proposed a boundary adjustment whereby approximately 33 ha (81.5 ac) will be severed and consolidated with an existing non-farm rural residential lot. The resulting retained lot will be comprised of approximately 0.7 ha (1.8 ac) and is occupied by a single detached dwelling and an accessory structure. B24-46-1 was approved by the Land Division Committee on September 5, 2024.
- Zone Change Application ZN1-24-14 proposes to rezone the lot to be retained from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR)' to recognize the non-farm rural residential use.
- The lot to be enlarged is proposed to be rezoned from 'Residential Existing Lot Zone (RE)' to 'General Agricultural Zone (A2)' to ensure that the newly configured lot, once the lot to be severed and the lot to be enlarged merge, has one consistent zoning.
- Planning staff are recommending approval of the proposal, as it is consistent with the Provincial Policy Statement and maintains the intent and purpose of the Official Plan.

DISCUSSION

Background

ZN1-24-14

APPLICANTS/OWNERS:

Tim and April Bartlett
847253 Township Road 9, Drumbo, ON N0J 1G0

ZN1-24-15

APPLICANT/OWNER:

Tim Bartlett
847253 Township Road 9, Drumbo, ON N0J 1G0

LOCATION:

The subject lands are described as Part Lots 9 & 10, Concession 9 (Blenheim), Part 1, RP 41R626, are located on the north side of Township Road 9 and are municipally addressed as 847275 and 847253 Township Road 9.

OFFICIAL PLAN:

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

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

Existing Zoning:

| | |
|---------------------|------------------------------------|
| Lot to be Severed: | General Agricultural Zone (A2) |
| Lot to be Retained: | General Agricultural Zone (A2) |
| Lot to be Enlarged: | Residential Existing Lot Zone (RE) |

Requested Zoning:

| | |
|---------------------|--------------------------------|
| Lot to be Severed: | General Agricultural Zone (A2) |
| Lot to be Retained: | Rural Residential Zone (RR) |
| Lot to be Enlarged: | General Agricultural Zone (A2) |

PROPOSAL:

Zone Change Application ZN1-24-14 proposes to rezone the retained lot resulting from Consent Application B24-46-1 from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR).' Zone Change Application ZN1-24-15 proposes to rezone the lot to be enlarged resulting from Consent Application B24-46-1 from 'Residential Existing Lot Zone (RE)' to 'General Agricultural Zone (A2).' The related consent application was approved by the Oxford County Land Division Committee on September 5, 2024. The subject Zone Change Applications are a requirement to fulfill a condition of the approved severances.

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

Plate 2, Aerial Photography (2020), provides an aerial view of the subject lands and immediate vicinity.

Plate 3, Applicants' Sketch, depicts the proposed configuration of the lots to be severed, enlarged, and retained, along with the location of existing buildings and structures, as provided by the applicants.

Application Review

2020 Provincial Policy Statement (2020)

The policies of Section 2.3 of the Provincial Policy Statement require municipalities to protect prime agricultural areas for the long-term for agricultural use. Permitted uses in prime agricultural areas include agriculture, agriculture-related uses and on-farm diversified uses. New land uses, including the creation of new lots, shall comply with the minimum distance separation formulae.

Section 2.3.4 discourages the creation of new lots in prime agricultural areas and provides only four instances where such lot creation may be permitted, as summarized below:

- for agricultural uses, provided the lots are of a sufficient size for the type of production common in the area and are sufficiently large enough to maintain flexibility for future changes in the type or size of agricultural operations;
- for agricultural-related uses;
- for a surplus farm residence resulting from a farm consolidation; and,
- for infrastructure facilities and corridors in lieu of an easement or right-of-way.

Section 2.3.4.2 permits lot adjustments within a 'Prime Agricultural Area' for legal or technical reasons. The PPS defines 'legal or technical reasons' as being, severances for purposes such as easements, corrections of deeds, quit claims and minor boundary adjustments, which do not result in the creation of a new lot.

Official Plan

The subject property is located within the Agricultural Reserve designation according to the Official Plan. In the Agricultural Reserve designation, 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 as well as accessory residential uses required for the farm.

The objective of Section 3.1.4.2.4 (Creation of Agricultural Lots and Agricultural Lot Additions) is to provide for a range of farm parcel sizes that are appropriate for agricultural uses common to the area, while providing flexibility for future agricultural uses. The policies are also intended to ensure new farm parcels are capable of sustaining viable agricultural operations, while minimizing farmland fragmentation and the creation of irregularly shaped parcels. These policies also ensure Minimum Distance Separation (MDS II) is satisfied and provincial criteria for agricultural consents is met.

In addition, Section 3.1.6 of the Official Plan permits consents involving farmlands in limited situations, including the creation or alteration of any private easement or right-of-way; the correction or confirmation of valid title for a lot which is held in distinct and separate ownership; and to make minor adjustments to the legal boundaries of lots.

Zoning By-law

The lot proposed to be severed is currently zoned 'General Agricultural Zone (A2)' in the Township of Blandford-Blenheim Zoning By-law, which requires a minimum lot area of 30 ha (74.1 ac) and a minimum lot frontage of 100 m (328 ft). The A2 Zone permits a wide range of agricultural uses, including a farm, a regulated farm, and a single detached dwelling, if accessory to a farm or regulated farm.

The retained lands are proposed to be rezoned to 'Rural Residential Zone (RR)' to recognize the non-farm rural residential use of the lands. The 'RR' zone requires a minimum lot area of 2,800 m² (30,139 m²), a minimum lot frontage of 35 m (114.8 ft), and a lot depth of 80 m (262.5 ft).

The lands proposed to be enlarged will be rezoned 'General Agricultural Zone (A2)' to recognize that the 'RE' lot will be consolidated into the larger farm parcel comprising approximately 33 ha (81.5 ac).

The dimensions of the lots to be severed, retained and enlarged, as proposed by the applicants, appear to be in keeping with their respective Zone Provisions for both the 'General Agricultural Zone (A2)' and the 'Rural Residential (RR)' Zones.

Agency Comments

The Township Director of Public Works, the Township Chief Building Official, Oxford County Public Works, Hydro One, Enbridge, and Canada Post have indicated no concerns with the proposal.

Public Consultation

Public Notice of the Zone Change Applications were provided to surrounding property owners in accordance with the requirements of the Planning Act. At the time of writing this report, no comments or concerns had been received from the public.

Planning Analysis

It is the opinion of this office that the applicants' proposal through Severance Application B24-46-1 to sever agricultural land (cash cropping lands) and consolidate said lands with an existing 'RE' lot, while retaining a lot for non-farm rural residential purposes, is consistent with the policies of the Provincial Policy Statement and maintains the intent and purpose of the County Official Plan.

While the acreage that is being severed and conveyed is significant, the overall impact of conveying the lands is appropriately characterized as a minor boundary adjustment that will not result in the creation of a new lot. The lands being conveyed will continue to be used for agricultural purposes, will remain of sufficient size to maintain flexibility for changes to the farming operation and the said conveyance will not result in adverse impacts on agricultural operations in the area.

Regarding prime agricultural lands, the goal of both the PPS and the Official Plan is to protect agricultural land for agricultural uses. The intent of the submitted Severance and Zone Change Applications is to essentially 'swap' residential lots while retaining agricultural lands for continued use. The application will result in a single farm parcel consistent with the farm parcel sizes required by the Zoning By-law. Further, the proposed boundary adjustment would result in an appropriately sized non-farm rural residential lot.

The 'swap' would not result in a new lot being created as only one non-farm rural residential lot would remain in the end, similar to how only one non-farm rural residential lot exists today. The proposal would, however, result in a small net gain of land, approximately 0.1 ha (0.2 ac), being added to an agricultural zoning. The proposed lot to be retained is approximately 0.7 ha (1.8 ac) while the lot to be enlarged is 0.8 ha (2 ac).

The subject Zone Change Applications propose to rezone the lot to be retained from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR)' while the lot to be enlarged would be rezoned from 'Residential Existing Lot Zone (RE)' to 'General Agricultural Zone (A2).' Planning

staff have reviewed the proposed applications, both severance and zone changes, in relation to one another and are of the opinion that they maintain the minimum requirements in terms of minimum lot size, lot depth, and frontage for the subject lands. Further, the location of the buildings on the lot to be retained would also appear to comply with required setbacks and would not require any special provisions.

In light of the foregoing, it is the opinion of this Office that the proposal is consistent with the policies of the PPS and maintains the intent of the Official Plan and Planning staff recommend that the application be given favourable consideration. The proposed amending Zoning By-Law will be brought forward for Council's consideration once the associated reference plan has been received to generate the appropriate by-law schedules.

RECOMMENDATIONS

It is recommended that the Council of the Township of Blandford-Blenheim approve in principle the Zone Change Application submitted by Tim and April Bartlett (File No. ZN1-24-14) whereby the lands described as Part Lots 9 & 10, Concession 9 (Blenheim), Township of Blandford- Blenheim are to be rezoned from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR).'

It is recommended that the Council of the Township of Blandford-Blenheim approve in principle the Zone Change Application submitted by Tim Bartlett (File No. ZN1-24-15) whereby the lands described as Part Lots 9 & 10, Concession 9 (Blenheim), Part 1, RP 41R626, Township of Blandford-Blenheim are to be rezoned from 'Residential Existing Lot Zone (RE)' to 'General Agricultural Zone (A2).'

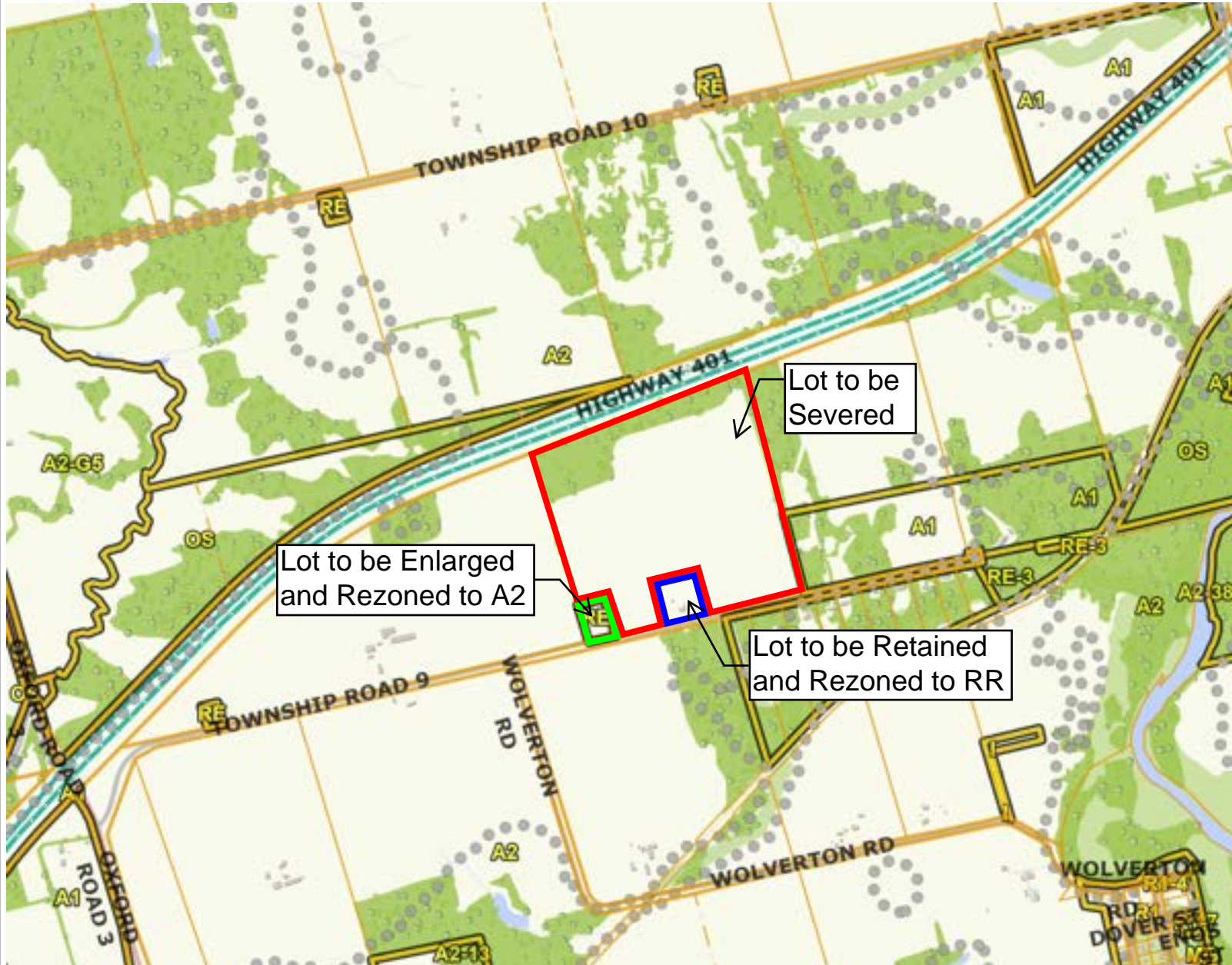
SIGNATURES

Authored by: *"Original Signed By"*

Dustin Robson, MCIP, RPP
Development Planner

Approved for submission: *"Original Signed By"*

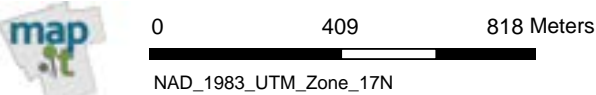
Eric Gilbert, MCIP, RPP
Manager of Development Planning



Legend

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



Legend

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

Lot to be Enlarged and Rezoned to A2

Lot to be Retained and Rezoned to RR

Lot to be Severed

Notes



0 205 409 Meters



NAD_1983_UTM_Zone_17N



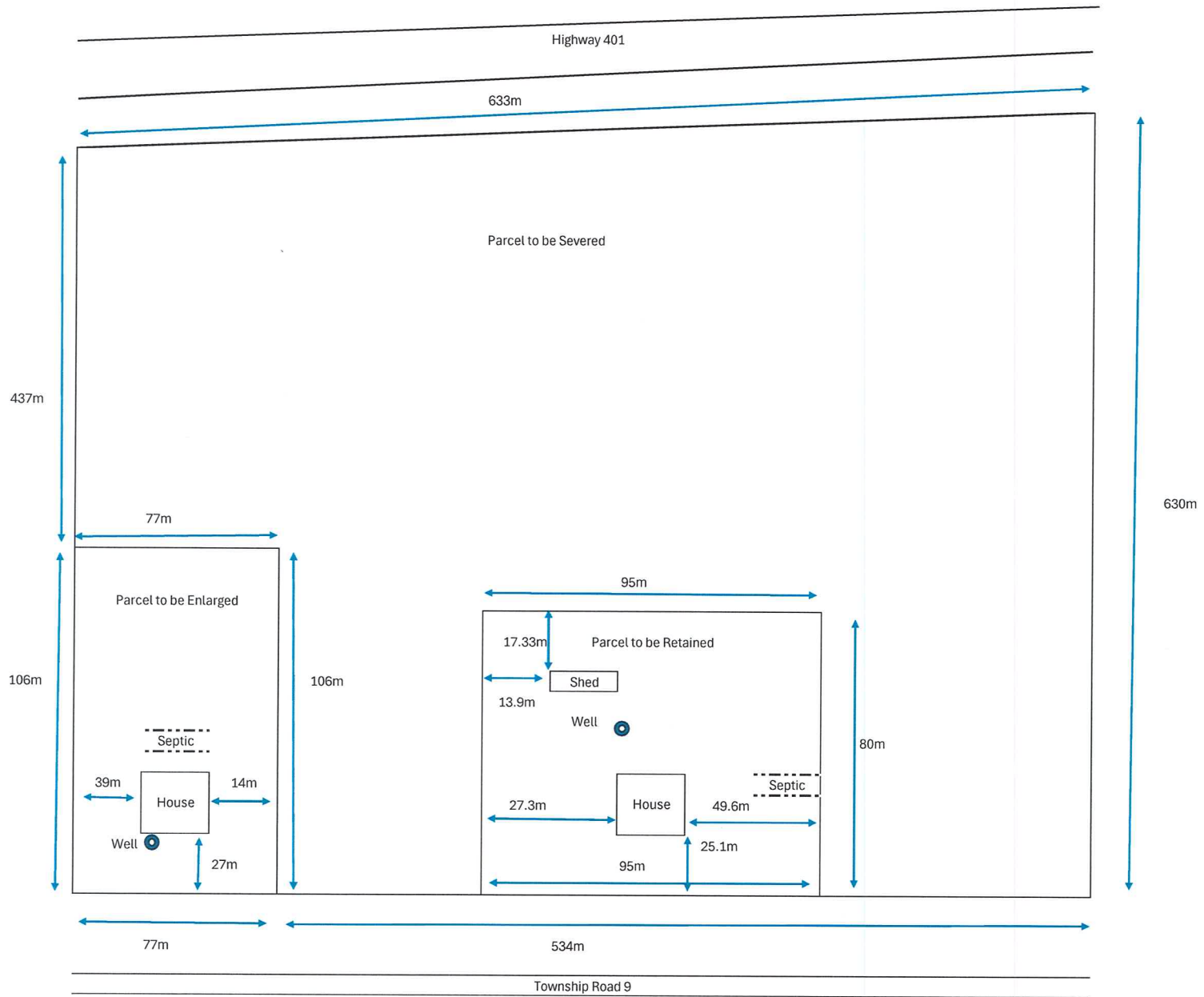
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June 14, 2024

Plate 3: Applicants' Sketch

File No. B24-46-1; ZN1-24-14 and ZN1-24-15 (Bartlett)

Part Lots 9 and 10, Concession 9 (Blenheim), Part 1, RP 41R626, Township of Blandford-Blenheim, 847275 and 847253 Township Road 9





News Release

Rural Municipal Leaders Support 'Solve the Crisis' Campaign to Address Homelessness and Mental Health

Sunday, August 18, 2024

City of Ottawa - Representing 230 municipalities and over 2.6 million people across Ontario, the [Western Ontario Wardens' Caucus](#), [Eastern Ontario Wardens' Caucus](#), , and Eastern Ontario Mayors' Caucus join the call to action around the ['Solve the Crisis' Campaign](#), led by the [Ontario Big City Mayors](#).

During their joint meeting at the start of the Association of Municipalities of Ontario (AMO) 125th Conference, the three caucuses are stating their collective support around the need for the Ontario and Federal Governments to take immediate and targeted action to help solve the crisis around homelessness and mental health.

There is a homelessness and mental health crisis happening on streets across our communities, small and big, rural and urban. Municipalities continue to step up, but do not have the tools, expertise or capacity to fully address the intersectional and complex issues around housing, homelessness, health care, and social services.

We appreciate the actions that both the Federal and Ontario Governments have taken to-date including Ontario's Roadmap to Wellness, the creation of the Homelessness Prevention Program, and investing in youth wellness hubs. But we need to do more to 'Solve the Crisis' together as government partners, and we need to act swiftly.

As municipalities continue to raise, the rising number of homeless encampments and the human toll of the opioid crisis are a symptom of deeper system failures that hurt Ontario's overall social and economic prosperity. The WOWC, EOMC, and EOWC will be sending a letter to Premier

Ford to further underscore the need for a [Social and Economic Prosperity Review](#). We need a municipal fiscal relationship that supports the foundations of a strong economy, sustainable communities and quality of life that reflects modern day and front-line realities.

Organizations and Ontarians can join the call to support the 'Solve the Crisis' campaign by visiting www.solveethecrisis.ca.

Quotes

"As Chair of the WOWC, I see the impacts first-hand around the homelessness and mental health crisis. Municipalities have been working tirelessly on the front-lines to address complex issues. We want to build safe, health communities and the only way to do so is to work together. Let's step up and 'Solve the Crisis' together." – **WOWC Chair, Glen McNeil, Warden of Huron County**

"In communities of all sizes, not just big cities, people are unhoused, suffering and dying. We need to help them and municipalities do not have the financial tools and resources to do it alone. It is time to take action to 'Solve The Crisis' together with municipalities, the Ontario Government, the Federal Government, and community partners at the table." – **EOWC Chair, Peter Emon, Warden of Renfrew County**

"This is something we (the Eastern Ontario Mayors' Caucus) have been pursuing, over the last year: the need for substantial investment by both the Government of Ontario and the Government of Canada, to deal with this unprecedented humanitarian crisis that all municipalities are now facing." – **EOMC Chair, Jeff Leal, Mayor of the City of Peterborough**

About our organizations

[Western Ontario Wardens' Caucus](#)

The Western Ontario Wardens Caucus Inc. (WOWC) serves as a unified voice for the 15 upper and single tier municipalities in Southwestern Ontario, advocating for their collective interest. Through collaborative efforts, WOWC works to address the unique challenges faced by rural and small urban

communities, playing a pivotal role in shaping policies and initiatives that positively impact the region's 1.6 million residents.

[Eastern Ontario Wardens' Caucus](#)

The Eastern Ontario Wardens' Caucus Inc. (EOWC) is a non-profit organization advocating for 103 small urban and rural municipalities across Eastern Ontario. The EOWC covers an area of 50,000 square kilometres, serving 800,000 residents. For more than 20 years, the EOWC has gained support by speaking with a united voice to champion regional municipal priorities and work with the government, businesses, non-profit organizations, Indigenous leaders, the media, and the public.

[The Eastern Ontario Mayors' Caucus](#)

The Eastern Ontario Mayor's Caucus (EOMC) is comprised of ten Eastern Ontario municipalities that advocate for the region's needs and priorities, especially in the areas of health care, infrastructure, and economic development. The caucus works collaboratively with other levels of government, health care providers, community organizations, and interest holders to address the challenges and opportunities facing Eastern Ontario.

[Ontario Big City Mayors](#)

Ontario's Big City Mayors (OBCM) is an organization that includes mayors of 29 single and lower-tier cities with a population of 100,000 or more, who collectively represent nearly 70 percent of Ontario's population. OBCM advocates for issues and policies important to Ontario's largest cities.

Media Contact

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REPORT TO COUNTY COUNCIL

Environment and Climate Change Canada Proposed “Regulations Respecting the Reduction in the Release of Methane (Waste Sector)”

To: Warden and Members of County Council

From: Acting Director of Public Works

RECOMMENDATION

1. That Oxford County Council receive Report PW 2024-33 entitled ‘Environment and Climate Change Canada Proposed Regulations Respecting the Reduction in the Release of Methane (Waste Sector)’, as information.

REPORT HIGHLIGHTS

- Staff have submitted comments in response to Environment and Climate Change Canada’s (ECCC) proposed regulations for reducing the release of methane gas from Canada’s landfills, published in the Canada Gazette, Part I, Volume 158, Number 26 on June 29, 2024, within a 60-day comment period.
- Staff have participated in previous stakeholder consultation opportunities associated with development of regulatory framework by ECCC and provided updates to County Council.
- Under the proposed regulations, Oxford County’s Waste Management Facility (OCWMF) will be required to submit a Methane Generation Assessment Report in 2025, followed by an annual landfill gas system implementation and compliance report starting in 2027.
- The County is well-positioned to comply with the proposed Regulations within the implementation timeline. However, regulatory compliance will require additional monitoring and any associated corrective actions, as well as annual reporting to ECCC.

IMPLEMENTATION POINTS

Staff submitted comments to ECCC on August 28, 2024. Following County Council’s receipt of this report, a copy of the resolution will be submitted to ECCC.

Staff will also continue to monitor information published by ECCC concerning the proposed Regulations. The final Regulations are expected to be legislated in 2025.

Financial Impact

There are no financial impacts for the 2024 budget year as a result of adopting the recommendation contained in this report.

The Waste Management Operations budget for 2025 and 2026 will incorporate costs associated with regulatory compliance.

Communications




Report PW 2024-33 will be circulated to Area Municipalities for information, and to the Zero Waste Oxford and Smart Energy Oxford advisory committees.

2023-2026 STRATEGIC PLAN

Oxford County Council approved the [2023-2026 Strategic Plan](#) on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council’s vision of “Working together for a healthy, vibrant, and sustainable future.” These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendation in this report supports the following strategic goals.

Strategic Plan Pillars and Goals

| PILLAR 1 | PILLAR 2 | PILLAR 3 |
|---|---|---|
|  |  |  |
| Promoting community vitality | Enhancing environmental sustainability | Fostering progressive government |
| | Goal 2.1 – Climate change mitigation and adaptation | Goal 3.5 – Advocate for Oxford County |

See: [Oxford County 2023-2026 Strategic Plan](#)

DISCUSSION

Background

On June 29, 2024, ECCC published the proposed '*Regulations Respecting the Reduction in the Release of Methane (Waste Sector)*' for a 60-day public comment period. The regulation made under the *Canadian Environmental Protection Act, 1999* (CEPA) is intended to reduce methane emissions from landfills by 50% to meet Canada's international climate change commitments by 2030.

Staff have participated in stakeholder consultation opportunities throughout the development of the regulatory framework by ECCC and provided updates to County Council accordingly. Oxford County comments were submitted to ECCC on May 15, 2023 (Report [PW 2023-31](#)) in response to the proposed regulatory framework, and on April 13, 2022 (Report [PW 2022-23](#)) in response to the discussion paper titled '*Reducing Methane Emissions from Canada's Municipal Solid Waste Landfills*'.

As previously reported to Council, the open landfill at the Oxford County Waste Management Facility (OCWMF) meets the applicability threshold and therefore would be subject to regulatory requirements, whereas the eight closed landfill sites owned by the County would be exempt from regulatory compliance.

Methane emissions are currently controlled at the OCWMF through a Landfill Gas Collection and Flaring System (LGCFS) that operates under an Environmental Compliance Approval issued by the Ministry of Environment, Conservation and Parks (MECP) and includes conditions for regular system monitoring and annual reporting to the MECP. The County's LFGCS is scheduled for upgrades in 2025 and 2026 that will include well field expansion as well as replacement of equipment that is reaching the end of its service life.

Staff have generally been supportive of the proposed regulatory framework developed by ECCC. Previous comments submitted by Oxford County identified concerns with implementation timelines, funding, and prescriptive use of drone technology for surface monitoring. Anticipated changes to the County's current monitoring program to comply with Federal regulatory requirements would include increased monitoring and associated corrective action, and annual reporting to ECCC.

Comments

Staff have reviewed the proposed regulations and submitted additional comments (Attachment 1) with regards to annual monitoring frequency, which would require three surface monitoring events per year with a minimum of 90 days per monitoring event. Staff are concerned with the practicality of this requirement since monitoring during winter months will not provide valid results as well as challenges during other times of the year associated with vegetation growth and wet conditions.

Compliance timelines and optional use of drone technology have now been identified in the proposed regulation, addressing some of the previous comments submitted by Oxford County.

Methane Generation Assessment

An initial Methane Generation Assessment report will be required for submission to ECCC within 90 days of the regulations coming into force, with subsequent reports being required by June 1 of each year. The initial methane generation assessment is expected to take place in 2025 (for the 2024 operating year). Landfill sites, such as at the OCWMF that meet applicability thresholds, will be required to calculate annual methane generation using ECCC's Landfill Methane Modeling Tool.

Landfill sites with a methane generation of $\geq 1,000$ tonnes per year and have an existing landfill gas system in place will be required to comply with regulatory requirements. Methane generation at the OCWMF is estimated at 3,900 tonnes annually and therefore will be subject to regulatory compliance starting in 2027.

CONCLUSIONS

Staff support the objective of the proposed regulations and have provided minor comments to ECCC regarding annual monitoring frequency.

ECCC's proposed Regulations will implement a standardized approach to the management of landfill methane emissions across Canada, identifying reporting thresholds, timelines, and monitoring practices which will impact many landfills including the OCWMF.

SIGNATURES

Report author:

Original signed by

Pamela Antonio, BES, MPA
Supervisor of Waste Management

Departmental approval:

Original signed by

Frank Gross, C.Tech
Acting Director of Public Works

Approved for submission:

Original signed by

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENT

Attachment 1 Oxford County Submission Comments: ECCC Proposed Regulations on Reducing Landfill Methane Emissions

**Report PW 2024-33
Attachment 1**



Oxford County Submission
ECCC Proposed Regulation on
Reducing Landfill Methane Emissions

Environment and Climate Change Canada
Canada Gazette, Part I, Volume 158, Number 26: Regulations Respecting the Reduction in the
Release of Methane (Waste Sector)

Overview

Oxford County is a regional municipality in Ontario with a population of approximately 122,000 and is responsible for delivering municipal solid waste management services to eight (8) Area Municipalities. Waste management services include curbside garbage and recycling collection services, as well as the processing of municipal solid waste at the Oxford County Waste Management Facility (OCWMF).

The County owns and operates one active municipal non-hazardous solid waste landfill site and eight (8) closed municipal landfill sites. The eight (8) closed landfills have been closed since the 1980s and therefore will not be impacted by the proposed regulation. As a form of diligence, the County undertakes annual environmental monitoring for surface water, groundwater and methane emissions. This is a five-year program which will end in 2027.

The OCWMF was commissioned in 1986 and in 2023 received approximately 83,300 tonnes of mixed solid waste of which approximately 48,900 tonnes was landfilled. Due to the rated landfill capacity at the OCWMF, the installation of a landfill gas collection and flaring system (LGCFS) was required under provincial regulatory requirements. The LGCFS system has been in operation since mid-2010 and consists of 18 vertical extraction wells and a mechanical pumping system that draws gas to the flare for combustion. The estimated total methane gas generated annually at the OCWMF is in the order of 3,900 tonnes and as a result, a methane generation assessment will be required under the proposed federal regulatory framework.

Currently, the County is proposing to expand the existing landfill gas collection system to reduce methane emissions to the atmosphere. The scope of the proposed landfill gas system expansion work includes the installation of approximately 21 new vertical landfill gas extraction wells and the installation of a conveyance pipe network with the waste, including sub-headers and sub-laterals to connect the new infrastructure to existing gas collection piping.

Oxford County has also been very successful in diverting biodegradable material from landfill over the last 15 years, including, but not limited to, actively promoting backyard composting to reduce residential yard and food waste, yard waste collection and the diversion of construction and demolition material. Oxford County has committed to Zero Waste with the goal of diverting 90% of waste to extend landfill capacity to 2100.

In support of its Zero Waste goal, the County recently completed a review of organic waste resource recovery technologies to identify a preferred alternative for the processing of organic waste collected from a potential source-separated collection program to meet Provincial diversion targets by 2027.

**Report PW 2024-33
Attachment 1**



Oxford County Submission
ECCC Proposed Regulation on
Reducing Landfill Methane Emissions

Comments

Oxford County fully supports the initiative by ECCC to regulate and control methane emissions from Canadian landfills that contribute to greenhouse gas emissions. This approach will promote consistency, and transparency, and introduce a defined framework for landfill methane measurement. We are pleased to offer the following inputs to be considered in the final proposal.

Phased-In Implementation Timelines

The phased-in implementation timeline is appreciated and appears to be appropriate, particularly for those sites without a landfill gas system in place.

Waste Disposal Thresholds and Methane Generation Assessment

Regulatory clarity on whether a landfill site is regulated under this regulation is appreciated. Oxford County has eight closed landfill sites which all closed on or before 1985 and therefore they will not be regulated under ECCC's proposed regulation on reducing landfill methane emissions.

The County's open landfill site will be regulated under the proposed regulation as it landfills approximately 50,000 tonnes of waste annually, requiring a methane generation assessment in 2025 to evaluate 2024 annual methane generation.

Surface Methane Concentrations – Monitoring Events

The County appreciates that surface monitoring can be collected using either a hand-held methane detector or a drone-mounted detector. Use of drones for this type of survey is still new to the industry and such data still needs to be validated by using a hand-held methane detector.

The County questions whether the requirement to conduct three surface monitoring events per year with a minimum of 90 days between the monitoring events is practical. ECCC acknowledges that surveying during times of snow cover will not yield valid results. Performing surveys in the summer and fall can be equally problematic if there is dense vegetation to contend with. Surveying in the spring is most desirable however, in areas where there is intermediate cover, drone survey data cannot be validated using a hand-held methane detector due to not being able to access the area until the land becomes dry.

The County asks that ECCC revisit the survey requirement of three times per year with a minimum of 90 days between events.

Prepared for:

Waste Reduction and Management Division, Environment and Climate Change Canada (ges-dechets-ghg-waste@ec.gc.ca)

Further Information:

Frank Gross, Manager of Transportation and Waste Management (fgross@oxfordcounty.ca)



TOWNSHIP OF BLANDFORD-BLENHEIM

| | | | |
|---------------------|-----------------------|------------------------------|--------------------------------------|
| To: | Members of Council | From: | Adam Degier, Drainage Superintendent |
| Reviewed By: | Josh Brick, CAO | Date: | September 12, 2024 |
| Subject: | Petition for Drainage | Council Meeting Date: | October 2, 2024 |
| Report #: | DS-24-17 | | |

Recommendation:

That Report DS-24-17 be received as Information; and,

That Council accepts the petition for drainage works for the Part of Lot 17, Concession 12 (Blenheim), to modify and relocate the Hall Farm Branch of the Plattsville Drainage Works 2007 and Incorporate Storm Drains and Stormwater Management Systems from Westside Communities (Plattsville) Inc. and,

That the Clerk notify the Grand River Conservation Authority that it has received a petition for drainage work and that they intend to proceed with this petition.

Background:

The Township has received a signed petition by Westside Communities (Plattsville) Inc. for Part Lot 17 Con.12 Blenheim to modify and relocate the Hall Farm Branch of the Plattsville Drainage Works 2007 and Incorporate Storm Drains and Stormwater Management Systems.

Analysis/Discussion:

A petition, as per Section 4 of the Drainage Act, petition must signed by majority of landowner or 60% of the land area in the area requiring drain.

I believe that the petition received meets the requirements of Section 4(1)(a),(b).

Therefore, council should send notice to the Petitioner and the Conservation Authority (GRCA) that may be affected by the petition that they intend to proceed with the petition in accordance with Section 5 of the Drainage Act.

Financial Considerations:

The cost of municipal drains is assessed to affected landowners in the area requiring drainage

Attachments:

Copy of petition received 12th of September, 2024

PDF of the area to be affected by petition

Respectfully submitted by:

Adam Degier

This form is to be used to petition municipal council for a new drainage works under the *Drainage Act*. It is not to be used to request the improvement or modification of an existing drainage works under the *Drainage Act*.

To: The Council of the Corporation of the Township of Blandford-Blenheim


The area of land described below requires drainage (provide a description of the properties or the portions of properties that require drainage improvements)

This request is to modify and relocate the Hall Farm Branch of the Plattsville Drainage Works 2007 and Incorporate Storm Drains and Stormwater Management Systems on Part of Lot 17 Concession 12 (Blenheim) for West Side Communities Plattsville Inc. (Subdivision)

In accordance with section 9(2) of the *Drainage Act*, the description of the area requiring drainage will be confirmed or modified by an engineer at the on-site meeting.

As owners of land within the above described area requiring drainage, we hereby petition council under subsection 4(1) of the *Drainage Act* for a drainage works. In accordance with sections 10(4), 43 and 59(1) of the *Drainage Act*, if names are withdrawn from the petition to the point that it is no longer a valid petition, we acknowledge responsibility for costs.

Purpose of the Petition (To be completed by one of the petitioners. Please type/print)

Person (Last) Reid (First) Carson Telephone 

Address
Road/Street Number 195 Road/Street Name Hanlon Creek Blvd Unit 100, Guelph ON N1C

Location of Project
Lot Part of 17 Concession 12 Municipality Twp. of Blandford-Blenheim Former Municipality (if applicable) Blenheim

- What work do you require? (Check all appropriate boxes)
- Construction of new open channel
 - Construction of new tile drain
 - Deepening or widening of existing watercourse (not currently a municipal drain)
 - Enclosure of existing watercourse (not currently a municipal drain)
 - Other (provide description ▼)

Name of watercourse (if known)
Nith River

Estimated length of project

General description of soils in the area
Sandy loam

- What is the purpose of the proposed work? (Check appropriate)
- Tile drainage only
 - Surface water drainage only
 - Both

Petition filed this day of 20

Name of Clerk (Last, first name) Signature

This form is to be used to petition municipal council for a new drainage works under the *Drainage Act*. It is not to be used to request the improvement or modification of an existing drainage works under the *Drainage Act*.

To: The Council of the Corporation of the Township of Blandford-Blenheim

The area of land described below requires drainage (provide a description of the properties or the portions of properties that require drainage improvements)

This request is to modify and relocate the Hall Farm Branch of the Plattsville Drainage Works 2007 and Incorporate Storm Drains and Stormwater Management Systems on Part of Lot 17 Concession 12 (Blenheim) for West Side Communities Plattsville Inc. (Subdivision)

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Purpose of the Petition (To be completed by one of the petitioners. Please type/print)

| | | |
|----------------------------|--------------|----------------------|
| Contact Person (Last Name) | (First Name) | Telephone Number |
| Reid | Carson | 519 822-3682 ext. 24 |

| | |
|--------------------|---|
| Address | |
| Road/Street Number | Road/Street Name |
| 195 | Hanlon Creek Blvd Unit 100, Guelph ON N1C |

| | | | |
|---------------------|------------|----------------------------|-------------------------------------|
| Location of Project | | | |
| Lot | Concession | Municipality | Former Municipality (if applicable) |
| Part of 17 | 12 | Twp. of Blandford-Blenheim | Blenheim |

What work do you require? (Check all appropriate boxes)

- Construction of new open channel
- Construction of new tile drain
- Deepening or widening of existing watercourse (not currently a municipal drain)
- Enclosure of existing watercourse (not currently a municipal drain)
- Other (provide description ▼)

Incorporation of proposed Storm Drainage Systems at West Side Communities Inc. (Subdivision)

Name of watercourse (if known)
Nith River

Estimated length of project

General description of soils in the area
Sandy loam

What is the purpose of the proposed work? (Check appropriate box)

- Tile drainage only
- Surface water drainage only
- Both

Petition filed this _____ day of _____, 20__

| | |
|----------------------------------|-----------|
| Name of Clerk (Last, first name) | Signature |
| | |

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number if available.
- If you have more than two properties, please take copy(ies) of this page and continue to list them all.

| Number | Property Description |
|--------|----------------------|
|--------|----------------------|

| Ward or Geographic Township | Parcel Roll Number |
|-----------------------------|--------------------|
|-----------------------------|--------------------|

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

Sole Ownership
 Owner Name (Last, First Name) (Type/Print) Signature Date (yyyy/mm/dd)

Partnership (Each partner in the ownership of the property must sign the petition form)
 Owner Name (Last, First Name) (Type/Print) Signature Date (yyyy/mm/dd)

Corporation (The individual with authority to bind the corporation must sign the petition)
 Name of Signing Officer (Last, First Name) (Type/Print) Signature
 Reid, Carson
 Name of Corporation *Carson Reid*
 Westside Communities (Plattsville) Inc
 Position Title I have the authority to bind the Corporation.
 President Date (yyyy/mm/dd)

| Number | Property Description |
|--------|----------------------|
|--------|----------------------|

| Ward or Geographic Township | Parcel Roll Number |
|-----------------------------|--------------------|
|-----------------------------|--------------------|

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

Sole Ownership
 Owner Name (Last, First Name) (Type/Print) Signature Date (yyyy/mm/dd)

Partnership (Each partner in the ownership of the property must sign the petition form)
 Owner Name (Last, First Name) (Type/Print) Signature Date (yyyy/mm/dd)

Corporation (The individual with authority to bind the corporation must sign the petition)
 Name of Signing Officer (Last, First Name) (Type/Print) Signature
 Name of Corporation I have the authority to bind the Corporation.
 Position Title Date (yyyy/mm/dd)

Check here if additional sheets are attached Clerk initial

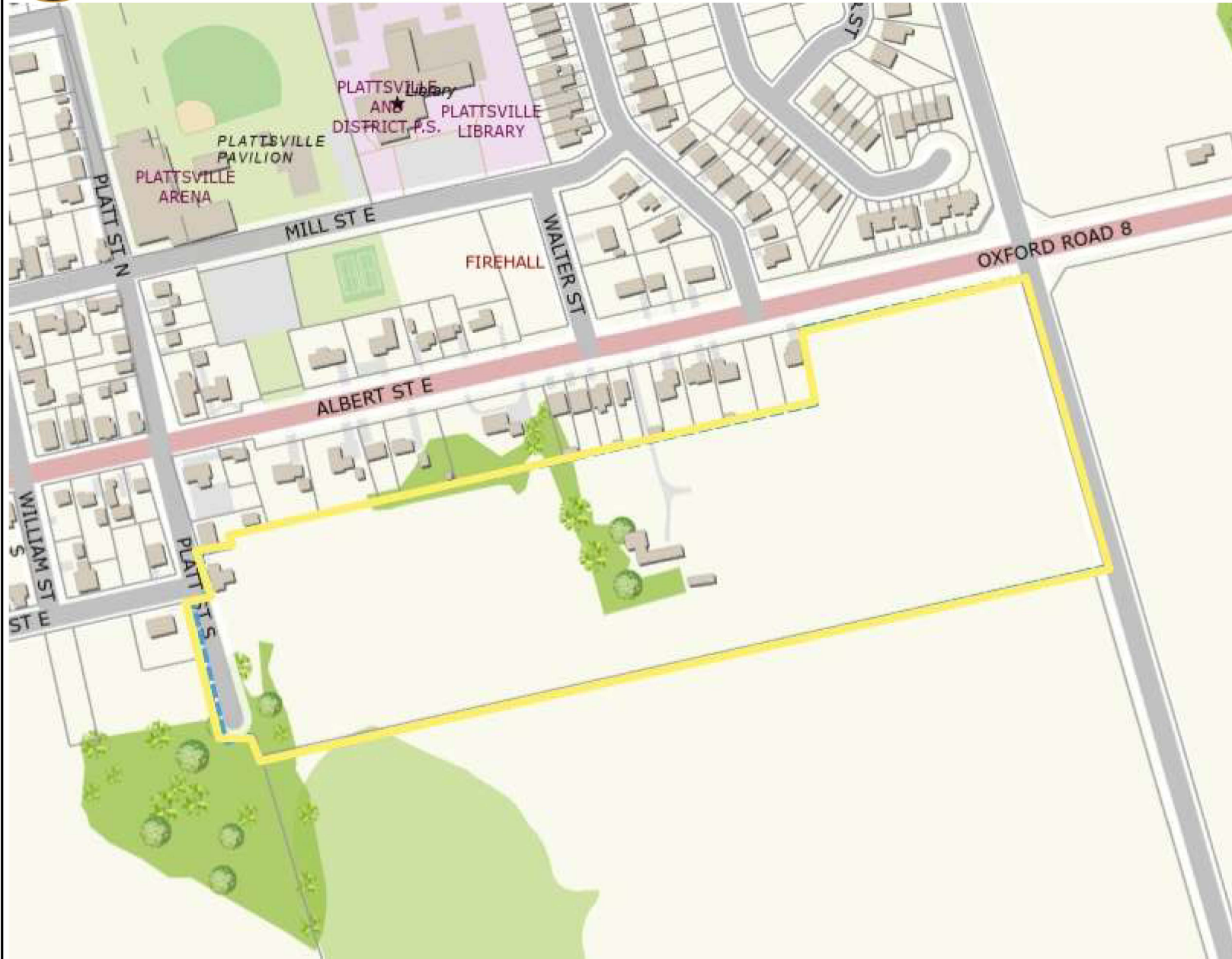
- Petitioners become financially responsible as soon as they sign a petition.**
- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 8(1).
 - After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible in equal shares for the costs. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 10(4).
 - After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 43.
 - If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineer's report, as amended on appeal. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 61.

Notice of Collection of Personal Information
 Any personal information collected on this form is collected under the authority of the *Drainage Act*, R.S.O. 1990, c. D.17 and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to: where the form is addressed to a municipality (municipality to complete)

and where the form is addressed to a territory without municipal organization, the Drainage Coordinator, Ministry of Agriculture, Food and Rural Affairs, 1 Stone Rd W, Guelph ON N1G 4Y2, 519 826-3552.



Westside Communities (Plattsville)



Legend

Notes



0 51 102 Meters

NAD_1983_UTM_Zone_17N



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

September 26, 2024



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

| | | | |
|---------------------|--------------------|------------------------------|--------------------------------------|
| To: | Members of Council | From: | Adam Degier, Drainage Superintendent |
| Reviewed By: | Josh Brick, CAO | Date: | September 25, 2024 |
| Subject: | Monthly Report | Council Meeting Date: | October 2, 2024 |
| Report #: | DS-24-18 | | |

Recommendation:

That Report DS-24-18 be received as information.

Background:

Monthly activities of the Drainage Department to September 25, 2024

Analysis/Discussion

- Conducting drain maintenance, assisting construction projects in varying capacities, and attending site meetings to review required work with ratepayers
- 19 locates for ON 1 Call in August 2024 including 1 emergency locates
- Princeton Drainage System 2022: Ongoing – Work on the second storm pond is going well

Background: Report dated July 29/22 filed with the Township on August 8, 2022. By-law 2313-2022 passed October 19, 2022. Construction of Romano SWMP is 99% complete. Construction of the Greenhouse Pond began in February, we will be working with Ducks Unlimited for the naturalization of this pond. Viewcon Construction is moving along well in Phase 3 construction.

- Mitchell Drain: Construction is complete

Background: Last petition was received on October 18, 2023. Engineer filed report dated December 15, 2023. Tender awarded April 17, 2024. Work began the first week of September and was completed the following week.

- Other drain projects:

- a. Drumbo SWMP Section 78
 - b. Hubbard Zinn Drain – Engineer Appointed
 - c. Hughes Drain – Engineer Appointed
 - d. Holt Drain (Brant County) – Engineer Appointed
- Ongoing work for CLI-ECA (Consolidated Linear Infrastructure – Environmental Compliance Approval) Manual, Municipal Service Standards, and GIS map updates for various agencies
 - Attended 2 council meetings

Respectfully submitted by:

Adam Degier - Drainage Superintendent



TOWNSHIP OF BLANDFORD-BLENHEIM

To: Members of Council **From:** Trevor Baer, Director of Community Services

Reviewed By: Josh Brick , CAO **Date:** September 26, 2024

Subject: Monthly Report – Sept **Council Meeting Date:** October 2, 2024

Report #: CS-24-14

Recommendation:

That Report CS-24-14 be received as information. Looking for council recommendation for splash pads closing date for 2024 season.

Background:

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

Analysis/Discussion

Administration

- **Plattsville Accessible Playground Project:**
Unfortunately, the start of the Plattsville Accessible Playground Project has been delayed. The project was initially set to begin in September but has been postponed until late November due to certain materials not arriving on schedule. We are coordinating with suppliers to ensure everything will be in place for the new start date, and we are confident that once underway, the project will proceed smoothly, this will not affect the grant for this project.
- **Splash Pad Season Extension:**
Staff are seeking direction from council regarding the possible extension of the splash pad's operating season. Traditionally, the splash pads have been closed by September 30; however, council has previously directed staff to open them earlier in the season when the weather is favorable. As the current weather forecast suggests temperatures as high as 19°C on October 10, with only a few rain days, staff have received inquiries from residents asking if the splash pad could remain open longer. We would appreciate council's input on whether the splash pad should stay open until October 10 or later to accommodate these requests from the community. The budget would be about \$50 a day to keep

them both open. Consider in that budget that would be reduce usage compared to summer months due to school being back in.

- **Oxford Accessibility Advisory Committee:**
On September 25, Township staff attended the Oxford Accessibility Advisory Committee meeting to present plans for the Princeton Playground Project. The committee provided constructive feedback and shared useful contacts for improving accessibility in playgrounds. They were very supportive of the project, seeing it as a positive step toward creating a space that serves underrepresented populations in our township, including individuals with disabilities. The committee's input will help guide our next steps as we move forward with this important community project.

Arena Operations

- The arena is now fully operational, with ice installation completed smoothly and on schedule. Approximately 75% of our regular user groups have already started their programs during the first week of ice rentals.
- The remaining user groups are scheduled to begin in early October, and we expect a full arena schedule to be running shortly thereafter. Overall, the arena is running efficiently, and we are on track for a successful season.

Parks

- September saw the successful hosting of two adult league year-end tournaments and one minor league tournament. These events drew strong participation and were well-received by attendees.
- The parks, particularly the baseball diamonds, became extremely dry and dusty during September due to the lack of rainfall. This led to some challenging playing conditions.
- As the outdoor season comes to an end, plans are in place to begin closing the parks toward the end of October. This includes locking washrooms, removing garbage bins, and storing away baseball equipment for the winter. These measures help preserve the parks during the off-season and ensure they are ready for use next year.

Financial Considerations:

None.

Attachments:

- N/A

Respectfully submitted by:

Trevor Baer
Director of Community Services



TOWNSHIP OF BLANDFORD-BLENHEIM

| | | |
|---------------------|---|---|
| To: | Members of Council | From: Trevor Baer, Director of Community Services |
| Reviewed By: | Josh Brick, CAO Denise Krug- Director of Finance/Treasurer | Date: September 25 th , 2024 |
| Subject: | Grant Funding, Arena Roof Project | Council Meeting Date: October 2 nd , 2024 |
| Report #: | CS-24-15 | |

Recommendation:

That Report CS-24-15 be received as information; and,

That Council directs staff to apply for the Community Sport and Recreation Infrastructure Fund, for arena roof project based on (70%) grant funding and (30%) Township funding.

Background Information

The arena roof, originally installed in 1976, is reaching the end of its expected lifespan. The roof, with an estimated lifespan of 40-50 years, is scheduled for replacement by 2026. Over the years, maintenance efforts, such as painting the roof to prolong its life, have been conducted, but further temporary measures will be needed if the roof replacement is delayed until 2034

In our asset management plan, the roof was initially assigned an expected useful life (EUL) of 40 years, indicating that replacement would be needed by 2016. However, after a painting project in 2020, the EUL was extended by an additional 10 years, moving the replacement date to 2030. Our strategy includes another painting intervention to further prolong the roof's life until approximately 2034-2035, depending on its condition in 2028.

It's important to highlight that 2028 will mark the next structural engineering assessment of the arena. This evaluation will provide critical insights for our decision-making regarding the roof's maintenance and overall structural integrity. We conduct this inspection under OSA Section 25 and follow the ORFA best practice recommendation for assessments every five years. The last structural engineering report was completed in 2023, which also plays a key role in shaping our asset management plan and long-term capital budget

In response to these aging components, the Township initially planned the replacement of the roof in 2034-2035 fiscal year. However, with the opportunity presented by the **Community Sport and Recreation Infrastructure Fund (CSRIF)**, the Township has the option to accelerate the replacement schedule. Under the CSRIF program, municipalities with a population under 20,000 are eligible for **up to 70% funding** of eligible project costs for repairs and upgrades to existing sports facilities.

Financial Impact

The estimated cost for the arena roof replacement, including insulation and a new steel roof, is **\$1.3 million**. With the **CSRIF** grant providing **70% of the cost**, the Township would need to contribute **\$390,000**.

This contribution could be drawn from the **working capital reserve** or debentured over the coming years to manage the financial impact. This cost-sharing arrangement presents a significant financial opportunity for the Township, allowing us to address a critical infrastructure need with reduced budget impact. Without the grant, the Township's reserves would likely fall short of covering the full cost of both projects by the 2034-2035 timeline, necessitating alternative funding strategies or borrowing.

Consideration of Request for Special Funding

To secure the **70% contribution**, the Township must submit a **Request for Special Consideration** via TPON (Transfer Payment Ontario). This form is a requirement for municipalities with populations under 20,000, seeking to secure increased provincial support. While submitting this request does not guarantee funding, it is essential to attempt this approach to minimize the financial impact on the Township.

Conclusion

Maintaining the arena's infrastructure is essential for the safety, usability, and longevity of this community asset. Proactively addressing the roof, rather than waiting until 2034, ensures that the Township avoids future emergency repairs, operational disruptions, and higher costs. The **CSRIF** grant offers an excellent opportunity to complete these projects with a **70 cents on the dollar** funding model, greatly reducing the Township's financial burden. This is a very rough price for this project, staff will get more accurate prices for grant options if approved to move forward with this project.

Recommendation and Council Direction

Council is asked to provide direction on whether to proceed with applying for the **CSRIF** grant for the arena roof. The recommendation is to:

- **Apply for the CSRIF grant** and submit the **Request for Special Consideration** for the **70% provincial contribution**.
- Allocate the **\$390,000** from the **working capital reserve** or consider debentured the expense over several years to ease the financial burden.

The potential grant funding provides a unique opportunity to address these infrastructure needs, and Council's approval to proceed with the grant application is crucial to moving forward.

Prepared by:

Trevor Baer

Community Services Manager

Township of Blandford-Blenheim



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

| | | | |
|---------------------|--------------------|------------------------------|--|
| To: | Members of Council | From: | Jim Borton Director of Public Works |
| Reviewed By: | Josh Brick | Date: | September 25, 2024 |
| Subject: | Monthly Report | Council Meeting Date: | October 2, 2024 |
| Report #: | PW-24-23 | | |

Recommendation:

That Report PW-24-23 be received as information.

Capital

- Princeton Pond Expansion project – Construction is moving well on the Van Wees Pond; the main pond is at depth and they are working on side slopes for the plantings by Ducks Unlimited.
- Princeton phase 3 (North section) – The underground work along the County Road is almost complete. They will be starting on Roper St. to get the underground completed on it and then they will complete the road base, curbs and sidewalk work in October.
- Bridge 24 EA – The EA reports are completed; we are compiling the comments that were received back and formulating responses. The next steps are to complete the drawings and have a public meeting.
- Bridge 38 deck repair and sealing has been awarded to Van Driel, work will begin in October.
- Surface treatment – Township Road 2 & Hubbard Road have been FibreMatted. The conversion of Township Road 6 has been pushed to 2025; Walker will honor the 2024 pricing. The Township had the option to do the conversion this year in late September, however, staff felt that with the cool nights and low volume of traffic on the road that it would have a hard time setting up properly and knitting together to make a strong lasting base.

County Shared Service/Road Association/Training

- Shared Services meeting – The service sharing committee met in Tillsonburg. The final arrangements were made for the winter training on October 16 & 17.

- Road Association – The association met at the Tirecraft factory in Ingersol. We had a tour of the facility and our fall meeting at their location. The trade show committee will start to meet monthly in order to ensure we are ready for the 2025 show.
- AORS – The fall suppliers meeting and Board of directors' meetings were held at Horseshoe Valley and host by our VP Karla Musso-Garcia. At the Board of directors meeting, I was nominated and elected to the AORS executive board. This will see me become president of the board in 2027. This is not only good exposure for the Oxford County Road Supervisors Association but also good exposure for me to represent the Township on a larger stage.

Other

- The month of September has been the driest month of the summer. Staff continued to cut grass, replace culverts, patch holes and work on building up a better base on King Road.
- Reviewing EA documents for Bridge 24
- Attending by-weekly meetings about the Princeton project
- Working on approving road permits that would allow Xplorenent to use the Township right of way to run fibreoptic cable in the Township.
- Work with supplier on future equipment purchases.
- Working with MESH and the Drainage Superintendent to add asset management programs to our road patrol and winter patrol program.
- Working with the Drainage Superintendent on finding suitable dump sites for the excess soil from the Princeton Drain project.
- Working with KSmart and Drainage Superintendent on the next phases of the Princeton project.
- Staff is continuing to meet with land owners at outdoor sites to discuss ditch or road issues.

Attachments September Shared services minutes

Respectfully submitted by:



Jim Borton CRS-S
Director of Public Works

Service Rationalization

MEETING MINUTES

DATE: September 12, 2024

LOCATION: Tillsonburg

PRESENT: Tom Lightfoot, Shawn Vanacker, Richard Sparham, Steve Oliver, Rich Fleming, Alex Laros

REGRETS: Adam Prouse, Jim Borton, Daniel Locke, Ken Farkas

COMMITTEE CHAIRMAN: Ricard Sparham **SECRETARY:** Tom Lightfoot

| ITEM | ACTION | ASSIGNED TO |
|------------------------------------|--|-------------|
| 1. Meeting called to order | 10:17AM | |
| 2. Minutes of Last Meeting: | Reviewed- Moved by Steve Seconded by Tom | |
| 3. Correspondence/ Speaker | None | |
| 4. Old Business | Snow School- Oct 16/17 Canada Heavy Equipment College is doing the training. Adam- bringing pop and water Rich will grab coffee, sugar, cream muffins and cookies Jim- has ordered toques for the attendee's gift. | |
| 5. New Business | Tom- Winter plow records, discussion on digital or paper records. Who is using which method. Alex- ditching and phragmite discussion. Oxford County still has a spraying program for phragmite. Jim- Hydro one reimbursement discussion- discussion was held on charging hydro one for hydro lines down on the road. Currently no one is doing this, concern that if we did Hydro one could then charge us for repairs to lines from our trees falling on them. | |
| 6. Round Table | Shawn- Weather forecasting supplier- decision was to stay with the same supplier. Winter sand top up, supplier will be reaching out soon. Tom- Dust suppressant discussion. Richard- Mesh discussion, Tillsonburg looking to implement post trip inspections in Mesh. Also, a vehicle maintenance discussion was held. A Boulevard maintenance discussion was held, Steve will share Zorra's by-law. Line painting discussion. AZ restricted license discussion. Tillsonburg is looking into building an emergency response trailer so that required gear would be ready to deploy. | |
| 7. Health & Safety | Shawn- Book 7 training has been rescheduled, there might be one spot available. Richard- discussion on staff digging without locates. Alex- Woodstock is looking to do an in house truck rodeo for their staff. | |
| 8. Next Meeting | October 10th, 2024, 10:00am Woodstock | |
| 9. Adjourned | 11:37AM | |

Service Sharing Meeting Dates 2024

January 11 EZT

February 8 Zorra

March 13 Oxford County

April 11 Blandford Blenheim

May 9 Norwich

June 12 SWOX

September 12 Tillsonburg

October 10 Woodstock

November 14 Ingersoll

December 11 Zorra



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

| | | | |
|---------------------|--------------------|------------------------------|---|
| To: | Members of Council | From: | Jim Borton, Director of Public Works |
| Reviewed By: | Josh Brick, CAO | Date: | September 26, 2024 |
| Subject: | Grader Roller | Council Meeting Date: | October 2, 2024 |
| Report #: | PW-24-24 | | |

Recommendation:

That Report PW-24-24 be received for information; and,

That Council accepts the quote submitted by Neilson Custom Metal Works Inc. to supply 1 roller and lifting bracket to fit the 2018 CAT 140M3 Grader for the amount of \$25,700.00 plus HST.

Background:

The Township has identified the need for a roller attachment for the back of a grader. This has been identified in the capital budget. Council has approved and the manufacturer is now able to deliver. This will allow public works staff the ability to pack a road after it has been freshly graded and will give the flexibility to go out and fix problem sections and properly pack them in.

Analysis/Discussion:

During the capital budget process, it was identified that this product is out there and is being used by other municipalities within Oxford County. Currently Zorra and East Zorra-Tavistock have the roller attached for the back of their graders and are seeing positive results

The roller attachment is removable and is easy to install giving flexibility when other uses are required for the grader. The roller will allow the operator of the grader to pack the road as they are making their final passes. Packing of the gravel after grading will help prevent pot holes. Pot holes can occur when the loose gravel is separated causing a small hole, that hole will eventually grow bigger as traffic goes over it more and more. The Township currently has a tow behind packer that is used when we do our spring gravel application. If any repairs to the roads are required afterwards packing is usually done with the grader tires. Although this method is widely practiced it does lead to uneven packing and if not done properly can leave ridges from

the tires. The roller attachment on the back of the grader will leave a better end product and will allow for a better efficient use of the graders time.

Staff is recommending using Neilson Custom Metal Works Inc. for 2 key reasons; this type of roller system is currently being used by neighboring Oxford County municipalities and they are the only manufacturer of this product in Ontario. The next closest manufacturer of this product is in Manitoba or the USA. In speaking with Zorra & EZT, Neilson have been great to deal with right from initial contact, installation, training and any servicing issues. Delivery is 6-8 weeks from the time of a confirmed order.

Financial Considerations:

Budget: \$25,000.00

Quote : \$25,700.00 plus HST



Attachments: None

Respectfully submitted by:

A handwritten signature in blue ink, appearing to be 'Jim Borton', is written over a horizontal line.

Jim Borton CRS-S
Director of Public Works



TOWNSHIP OF BLANDFORD-BLENHEIM

To: Members of Council **From:** Sarah Matheson, Clerk

Reviewed By: Josh Brick, CAO **Date:** September 25, 2024

Subject: Update to January 2025
Council Meeting Schedule **Council Meeting Date:** October 2, 2024

Report #: DC-23-09

Recommendation:

That Report DC-24-09 be received as information; and,

That the Council Meeting scheduled for January 1st 2025 be cancelled and the following meetings be established for the month of January 2025:

- January 15th, 2025 (third Wednesday of the month), Operating Budget & Capital Budget/Long Term Capital Plan Meeting, beginning at 10:00 a.m.; and,
- January 22nd, 2025, Regular Council Meeting, beginning at 4:00 p.m.

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 4:00 p.m., unless, Council selects an alternate meeting date, and time by way of resolution."

At the June 2024 Meeting, Council established a budget calendar with annual target dates for the 2025 budget process. Council established the presentation of the Operating Budget & Capital Budget/Long Term Capital Plan for all departments would begin at 10:00 a.m. on the third Wednesday of the month, bringing it to January 15th, 2025.

Analysis/Discussion:

In January 2025, the first Wednesday of the month falls on a statutory holiday. As such, staff are recommending to cancel the first regular meeting of the month, and add one meeting on January 22nd, 2025. This allows for staff reports and planning applications to be heard.

In January 2024, Council met for Budget and one Regular Meeting. Staff reported this schedule was effective.

Financial Considerations:

None.

Attachments:

- N/A

Respectfully submitted by:

Sarah Matheson,
Clerk



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

| | | | |
|---------------------|---------------------------|------------------------------|--------------------|
| To: | Members of Council | From: | Josh Brick, CAO |
| Reviewed By: | Jim Borton | Date: | September 24, 2024 |
| Subject: | Building Services Vehicle | Council Meeting Date: | October 2, 2024 |
| Report #: | CAO-24-38 | | |

Recommendation:

That Report CAO-24-38 be received as information; and,

That Council approves the vehicle specifications requirements as attached to the Report CAO-24-38; and further,

That Council directs staff to seek formal quotations for the purchase of a 4x4 pick-up truck in accordance with Township procurement policies.

Background:

In late September 2024, Township staff began experiencing issues with the 2015 Honda CRV that services the Building Department. Upon further inspection by a local mechanic repair shop, it was determined that approximately \$4,330.00 in repairs would be required to resolve outstanding issues.

Analysis/Discussion:

Given the age of the current vehicle, it is unsurprising that issues have been encountered requiring significant repairs. To ensure a safe and reliable vehicle without major short term maintenance obligations, staff are recommending that a new vehicle be sourced for the Building Department. This generally aligns with the Townships fleet management approach for asset replacement. The Director of Public Works has prepared a standard RFP form for ½ ton full size 4x4 pick-up trucks, which have typically serviced the Emergency Services, Public Works, Community Services and Drainage departments.

Staff are recommending utilization of this specification sheet to ensure that the Building Department vehicle can eventually be repurposed to service another Township department and benefit from general fleet management practices taking place within the Public Works department (e.g. maintenance schedule). More specifically, staff are in the process of transitioning scoped fleet management responsibilities from Department heads to the Director of Public Works with the goal of enhancing efficiencies across the Township vehicle fleet.

This will ensure consistency across the fleet in terms of standard health and safety obligations, maintenance and procurement. It will also allow for repurposing and flexible use across municipal departments.

Staff believe that the proposed specification sheet represents a safer and practical option for the Township. Furthermore, crossover that is being implemented across the Building and Drainage departments further justifies having multiple vehicles that meet the standard municipal specification sheet for ½ ton pick-up trucks. The specification sheet, which would be included within the RFP is attached to this report for information.

Financial Implications

The full cost of the new vehicle would be funded through the Building Department Reserve, which currently has a balance of \$150,858.50.

Prior to finalizing the purchase, staff would provide an overview of quotations received at the October 16, 2024 Regular Meeting of Council and seek direction to proceed with the sale.

Respectfully submitted by:

Josh Brick
Chief Administrative Officer



Township of Blandford-Blenheim

47 Wilmot Street South
Drumbo, Ontario. N0J 1G0

Phone 519-463-5347
Fax 519-463-5881
Web www.blandfordblenheim.ca

October 2, 2024

PICKUP TRUCK PROPOSAL

You are invited to submit a Proposal for the supply of a new 4-wheel drive pickup truck for our municipality, in accordance with the specifications outlined on the attached documents. Please note that the completed proposals are to be submitted to the undersigned by **13:00 (1 pm) on Wednesday, October 9, 2024** in a sealed envelope to be considered at the October 16, 2024 regular meeting of Council.

- Proposals must be submitted only on the Form of Proposal provided
- Proposals must be completed in ink or typewritten
- Prices quoted are to be F.O.B. destination and are to include any duty and excise tax; freight and delivery and pre-delivery inspection
- Licensing shall be done by the bidder, at the Township's cost
- Lowest or any Proposal not necessarily accepted
- Failure to comply with the terms, conditions, specifications, or instructions of this proposal may result in disqualifications.
- This specification lists only the major details of the Unit. It is the supplier's responsibility to deliver a fully equipped vehicle with compatible components to provide efficient service.
- Where minimums are called for, the Vehicle must meet or exceed the specification (Minor deviations may be considered at the Township's discretion).

If you have any questions regarding the proposal, please contact the undersigned.

Mr. Jim Borton, C.R.S.
Director of Public Works
Township of Blandford Blenheim
47 Wilmot St. S,
Drumbo, On N0J 1G0
Ph. 519-463-5347 ex 226
jborton@blandfordblenheim.ca

**REQUEST FOR PROPOSAL ON THE SUPPLY OF ONE NEW ½ TON
FULL SIZE 4 x 4 PICKUP TRUCK
6,600 LBS. G.V.W. minimum
To be delivered to the Township of Blandford Blenheim office in Drumbo**

**DETAILED SPECIFICATIONS OF
MINIMUM REQUIREMENTS**

**SPECIFICATIONS AS
QUOTED**

| | | | |
|----|---|---|--|
| 1. | BODY: - All steel or aluminum construction - 6' 4" box with internal fenders - Full width hinged tailgate - SuperCrew, CrewCab | SPECIFY: | |
| 2. | BODY INTERIOR: - Upholstery – cloth - Floor covering – vinyl or rubber - Lumbar support seat on driver's side - Heated Driver and passenger seats - 40/20/40 split seat with fold down arm rest | YES YES YES YES YES | NO NO NO NO NO |
| 3. | BODY ACCESSORIES: - 12 volt accessory outlet - Cab dome light - Back up camera - Air conditioning - Cargo lamp - Front tow hooks - AM-FM stereo and digital clock w/blue tooth - Halogen or LED headlights & fog lights - Map lights - Tinted windows - Power windows & locks - Outside temperature & compass readout - Minimum class III towing package - Full cab length step bars on driver and passenger side (Black) - Back rack with tool box bracket kit - Back rack center mounted LED Responder Series low profile mini- lightbar (R1LPPA) | YES YES YES YES YES YES YES SPECIFY: YES YES YES YES YES YES YES YES | NO NO NO NO NO NO NO NO NO NO NO NO NO NO NO NO |
| | MIRRORS: - Left and Right black manual | YES | NO |
| | BUMPERS: | | |
| 5. | - Standard front bumper – chrome finish - Rear step bumper – chrome finish | YES YES | NO NO |

- ENGINE:**
6. - Minimum 5.0 litre
 - V-8 cylinder – gasoline – fuel injected
 - Cooling system – 35C and block heater
 - Remote start
 - min. 295 HP
 - min. 278 Torque
- SPECIFY:
 SPECIFY:
 YES NO
 YES NO
 SPECIFY:___ HP @ ___ rpm
 SPECIFY:___ Torque @ ___ rpm
- TRANSMISSION:**
7. - 6 speed automatic
- SPECIFY:
- STEERING:**
8. - Power assisted
- YES NO
- BRAKES:**
9. - Power assisted – ABS
- YES NO
- SUSPENSION AND AXLES:**
10. - Heavy duty shock absorbers front and rear
 - 6600 lb. GVW (min.) 2993 kg.
 - Limited slip rear axle
 - 3.42 axle ratio
- SPECIFY:
 SPECIFY:
 YES NO
 SPECIFY:
- TIRES:**
11. - Five (5) all-terrain steel belted radial ply tires
 P265/70 R17 min.
 - Spare with locking device mounted under box
 - Chrome rims
- SPECIFY:
 YES NO
 SPECIFY:
- COLOUR:**
12. - Exterior – bright/flame Red
 - Interior – ebony or steel gray cloth
- SPECIFY:
 YES NO
- ALTERNATOR:**
13. - 100 amp. min.
- SPECIFY:
- BATTERY:**
14. - 630 CCA maintenance free
- SPECIFY:
- FUEL TANK:**
15. - 94 litres min.
- SPECIFY:
- WARRANTY:**
16. - To be supplied
- SPECIFY:

FORM OF PROPOSAL

FOR ONE NEW HALF TON 4 x 4 PICK-UP TRUCK FOR THE TOWNSHIP OF BLANDFORD-BLENHEIM

Total Purchase Price including all fees

13% HST

Total Delivered Price

FOB Drumbo

Licensing Extra – cost dependent on time of delivery

We have carefully read and completed the attached proposal form and agree to supply to the Township of Blandford-Blenheim, in full accordance with specifications set forth in the proposal one (1) new half ton 4 x 4 pick-up truck.

DEALER: _____ **SALESMAN:** _____

ADDRESS: _____

TELEPHONE: _____

EMAIL: _____

SIGNATURE: _____

DATE: _____

TRUCK MAKE: _____

YEAR: _____

DELIVERY DATE: _____

MODEL: _____

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER 2456-2024

A By-law to amend Zoning By-Law Number 1360-2002, as amended.

WHEREAS the Municipal Council of the Corporation of the Township of Blandford-Blenheim deems it advisable to amend By-Law Number 1360-2002 as amended.

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

1. That Schedule "A" to By-Law Number 1360-2002, as amended, is hereby amended by changing to 'R1-20', 'R3-5', 'OS-4', and 'D' the zone symbols of the lands so designated 'R1-20', 'R3-5', 'OS-4' and "D" on Schedule "A" attached hereto.
2. That Section 11.5 to By-Law Number 1360-2002, as amended, is hereby further amended by adding the following subsection at the end thereof:

"11.5.20 Location: West side of Oxford Road 3, South of Maitland Street, Part 1, 41R-10687 R1-20 (Key Map 30)

11.5.20.1 Notwithstanding any provisions of this Zoning By-Law to the contrary, no *person* shall within any 'R1-20' Zone *use any lot, or erect, alter or use any building or structure* for any purpose except the following:

all uses permitted in Section 11.1 of this Zoning By-Law.

11.5.20.2 Notwithstanding any provision of this Zoning By-Law to the contrary, no *person* shall within any 'R1-20' Zone *use any lot, or erect, alter or use any building or structure* except in accordance with the following provisions:

11.5.20.2.1 *LOT FRONTAGE* (INTERIOR LOT)

Minimum **12.2 m** (40 ft)

11.5.20.2.2 *LOT FRONTAGE* (CORNER LOT)

Minimum **14 m** (45.9 ft)

11.5.20.2.3 *LOT AREA* (INTERIOR LOT)

Minimum **366 m²** (3,939.5 ft²)

11.5.20.2.4 *LOT AREA* (CORNER LOT)

Minimum **420 m²** (4,520.8 ft²)

11.5.20.2.5 *EXTERIOR SIDE YARD WIDTH*

Minimum **4.5 m** (14.7 ft)

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

3. That Section 13.3 to By-Law Number 1360-2002, as amended, is hereby further amended by adding the following subsection at the end thereof:

"13.3.5 **Location: West Side of Oxford Road 3, south of Maitland Street, Part 1 41R-10687 R3-5 (Key Map 30)**

13.3.5.1 Notwithstanding any provisions of this Zoning By-Law to the contrary, no *person* shall within any 'R3-5' Zone *use any lot, or erect, alter or use any building or structure* for any purpose except the following:

all uses permitted in Section 13.1 of this Zoning By-Law.

13.3.5.2 Notwithstanding any provision of this Zoning By-Law to the contrary, no *person* shall within any 'R3-5' Zone *use any lot, or erect, alter or use any building or structure* except in accordance with the following provisions:

13.3.5.2.1 LOT FRONTAGE (INTERIOR UNIT)

Minimum **6.8 m** (22.3 ft)

13.3.5.2.2 LOT FRONTAGE (END UNIT)

Minimum **9.8 m** (32.1 ft)

13.3.5.2.3 LOT AREA (END UNIT)

Minimum **290 m²** (3,121.5 ft²)

13.3.5.3 That all provisions of the 'R3' Zone in Section 13.2 to this Zoning By-Law, as amended, shall apply, and further that all other provisions of this Zoning By-Law, as amended, that are consistent with the provisions herein contained shall continue to apply *mutatis mutandis*."

4. That Section 24.3 to By-Law Number 1360-2002, as amended, is hereby further amended by adding the following subsection at the end thereof:

"24.3.4 **Location: West Side of Oxford Road 3, south of Maitland Street, Part 1 41R-10687 OS-4 (Key Map 30)**

24.3.4.1 Notwithstanding any provisions of this Zoning By-Law to the contrary, no *person* shall within any 'OS-4' Zone *use any lot, or erect, alter or use any building or structure* for any purpose except the following:

all *uses permitted* in Section 24.1 of this Zoning By-Law.

24.3.4.2 Notwithstanding any provision of this Zoning By-Law to the contrary, no *person* shall within any 'OS-4' Zone *use any lot, or erect, alter or use any building or structure* except in accordance with the following provisions:

24.3.4.2.1 LOT AREA

Minimum **1,851 m²** (19,924 ft²)

24.3.4.3 That all provisions of the 'OS' Zone in Section 24.2 to this Zoning By-Law, as amended, shall apply, and further that all other provisions of this Zoning By-Law, as amended, that are consistent with the provisions herein contained shall continue to apply *mutatis mutandis*."

5. 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 2nd day of October, 2024.

READ a third time and finally passed this 2nd day of October, 2024.

Mark Peterson – Mayor

(SEAL)

Sarah Matheson, Clerk

ZN1-23-02

TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER 2456-2024

EXPLANATORY NOTE

The purpose of By-law Number 2456-2024 is to rezone the subject lands from 'Development Zone (D)' to 'Special Residential Type 1 Zone (R1-20),' 'Special Residential Type 3 Zone (R3-5),' and 'Special Open Space Zone (OS-4)' to facilitate Phase 1 of a residential development. Phase 1 will consist of 19 lots for single detached dwellings and 22 townhome residential units to be serviced by municipal water and wastewater services. A walkway and a block for stormwater management purposes is also being proposed, as is an extension to Henry Street, and a new internal road connecting to Oxford Road 3. Special provisions were included to reduce lot areas, lot frontages, and exterior side yard widths.

The subject lands are described as Part Centre St. Plan 104, Closed By By-law as in CO 273790; Lots 27 to 34 Block A, Plan 104; Lots 8, 9 & 10 Block K, Plan 104; Lots 3, 4, 7 & 8 Block L, Plan 104; Part Lots 11 & 12 Block L, Plan 104; Lots 1 to 10 Block M, Plan 104, Lots 1 to 8 Block N, Plan 104; Part Lots 9 to 12 Block N, Plan 104; Lots 1 to 10 Block O, Plan 104; Part Lots 11 & 12 Block O, Plan 104; Part Henry St., Plan 104; Part South St., Plan 104; Part Catherine St., Plan 104 (Part Catherine St., Part Henry St. & Part South St. Plan 104, Closed by By-Law 2377-2023 as in R511266), Part 1 41R-10687 Township of Blandford-Blenheim.

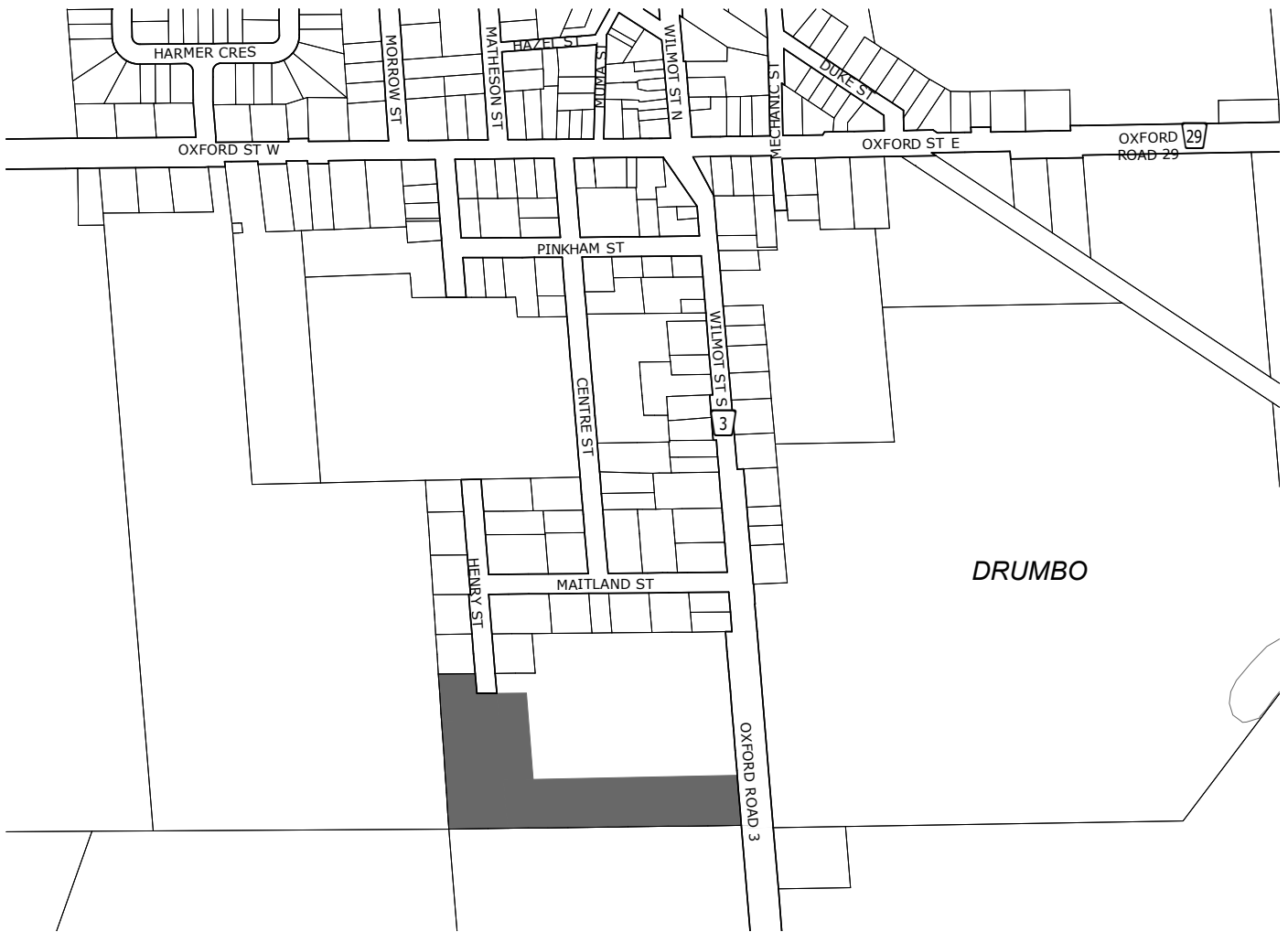
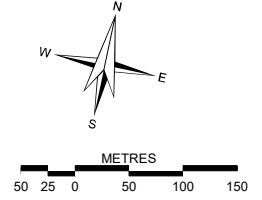
The Township of Blandford-Blenheim, after conducting the public hearing necessary to consider the application, adopted the amending By-law Number 2456-2024. The public hearing was held on August 7, 2024 and Council considered received comments and concerns from the public, where relevant.


Any person wishing further information regarding Zoning By-Law Number 2456-2024 may contact the undersigned.

Sarah Matheson, Clerk
Township of Blandford-Blenheim
47 Wilmot Street South
Drumbo, Ontario
N0J 1G0

Telephone: 463-5347

KEY MAP



 LANDS TO WHICH BYLAW 2456-2024 APPLIES

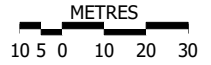
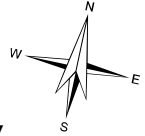


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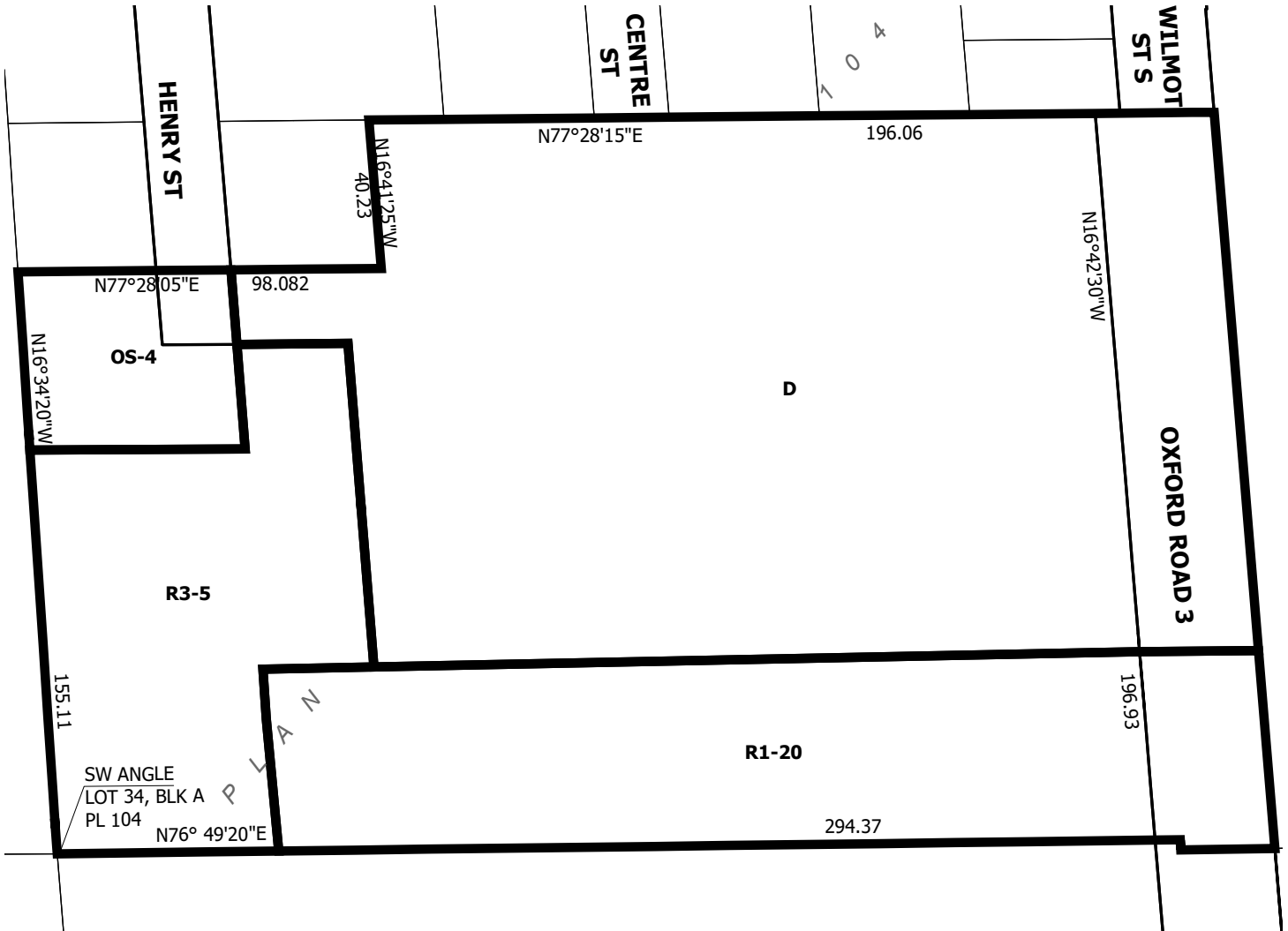
SCHEDULE "A"

TO BY-LAW No. 2456-2024

LOTS 27-34, BLK A, LOTS 8-10, BLK K, LOTS 3, 4, 7 & 8, PT LOTS 11 & 12, BLK L,
 LOTS 1-10, BLK M, LOTS 1-8, PT LOTS 9-12, BLK N, LOTS 1-10, PT LOTS 11 & 12, BLK O,
 PT CENTRE ST, PT CATHERINE ST, PT HENRY ST & PT SOUTH ST, PLAN 104
 PARTS 2-12, REFERENCE PLAN 41R-10506 (DRUMBO)



TOWNSHIP OF BLANDFORD-BLENHEIM



- OS-4** AREA OF ZONE CHANGE TO OS-4
- R1-20** AREA OF ZONE CHANGE TO R1-20
- R3-5** AREA OF ZONE CHANGE TO R3-5
- D** AREA OF ZONE CHANGE TO D

THIS IS SCHEDULE "A"

TO BY-LAW No. 2456-2024, PASSED

THE _____ DAY OF _____, 2024

MAYOR

CLERK

NOTE: ALL DIMENSIONS IN METRES
 THIS B-LAW IS INTENDED TO ENCOMPASS
 ALL OF THE LANDS OF DRAFT PLAN OF
 SUBDIVISION SB23-01-1



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THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER 2457-2024

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 October 2nd, 2024 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 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 2nd day of October, 2024.

By-law read a third time and finally passed this 2nd day of October, 2024.

MAYOR
MARK PETERSON

CLERK
SARAH MATHESON