

# TOWNSHIPSHIP OF BLANDFORD-BLENHEIM

## COUNCIL MEETING AGENDA

Wednesday, May 1<sup>st</sup>, 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 May 1<sup>st</sup>, 2024 Regular Meeting of Council be adopted as printed, and circulated.

### 4. Disclosure of Pecuniary Interest

### 5. Minutes

#### a. [April 17<sup>th</sup>, 2024 Minutes of Council](#)

Recommendation:

That the minutes of the April 17<sup>th</sup>, 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 Development Charges Act

##### i. [Sean-Michael Stephen, Watson & Associates Economists Ltd. – 2024 Development Charge & Background Study](#)

Recommendation:

That the presentation from Sean-Michael Stephen be received as information.

#### b. Public Meeting under the Planning Act, Committee of Adjustment

##### i. **Minutes**

**ii. Application**

[MVA-24-03 Peer, 687551 Highway 2](#)

Recommendation:

That the Township of Blandford-Blenheim Committee of Adjustment approve Application File A03-24, submitted by Adam and Ashley Peer for lands described as Part Lot 3, Concession 1 (Blenheim) in the Township of Blandford-Blenheim as it relates to:

1. Relief from Section 5.1 – Table 5.1.1.3 – Regulations for Accessory to increase the maximum permitted height of a building accessory to a residential use from 5.5 m (18 ft) to 6.6 m (21.5 ft) to facilitate the construction of an addition to an existing accessory Building.

The proposed relief meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

- i) deemed to be minor variances from the provisions of the Township of Blandford-Blenheim Zoning By-law No. 1360-2002;
- ii) desirable for the appropriate development or use of the land;
- iii) in keeping with the general intent and purpose of the Township of Blandford-Blenheim Zoning By-law No. 1360-2002, and;
- iv) in keeping with the general intent and purpose of the Official Plan of the County of Oxford.

**c. Public Meeting under the Planning Act, Zone Change**

**i. [Application for Zone Change – ZN1-24-05 \(Jay Clare\)](#)**

Recommendation:

That the Township of Blandford-Blenheim approve the Zone Change Application submitted by Jay David Clare, whereby lands described as Part Lot 19, Concession 5 (Blenheim), Township of Blandford-Blenheim, are to be rezoned from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR).'

**8. Delegations / Presentations**

**i. [Ronda Stewart, Economic Development Director, Rural Oxford Economic Development, re: 2023 Year in Review](#)**

Recommendation:

That the presentation from Ronda Stewart regarding the 2023 Year in Review be received as information.

## **9. Correspondence**

### **a. Specific**

None.

### **b. General**

- i. [Rural Oxford Economic Development Committee, re: February/March 2024 Economic Development Activity Report](#)
- ii. [Oxford County, Public Works Memorandum, re: Drumbo Wastewater Treatment Plant Capacity Expansion Municipal Class Environment Assessment Study – Notice of Commencement, Village of Drumbo](#)

Recommendation:

That the general correspondence items be received as information.

## **10. Staff Reports**

### **a. Adam Degier – Drainage Superintendent**

- i. [DS-24-12 – April Monthly Report](#)

Recommendation:

That Report DS-24-12 be received as information.

### **b. Trevor Baer – Director of Community Services**

- i. [CS-24-05 – April Monthly Report](#)

Recommendation:

That Report CS-24-05 be received as information.

### **c. Josh Brick – Chief Administrative Officer**

- i. [CAO-24-20 – 2023 Building Reserve Report](#)

Recommendation:

That Report CAO-24-20 be received as information.

## **11. Reports from Council Members**

## **12. Unfinished Business**

## **13. Motions and Notices of Motion**

**14. New Business**

**15. Closed Session**

a. Report CAO-24-19 - Personal matters about an identifiable individual, including municipal employees [s. 239(2)(b)]

Re: Staff

b. Report CAO-24-21 – Advice that is subject to solicitor-client privilege, including communications necessary for that purpose [s. 239(2)(f)]

Re: Township Roads

**16. By-laws**

a. 2431-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-04);

b. 2432-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-05);

c. 2433-2024, Being a By-law to confirm the proceedings of Council.

Recommendation:

That the following By-law be now read a first and second time: 2431-2024, 2432-2024, & 2433-2024.

Recommendation:

That the following By-laws be now given a third and final reading: 2431-2024, 2432-2024, & 2433-2024.

**17. Other**

**18. Adjournment and Next Meeting**

Wednesday, May 15<sup>th</sup>, 2024 at 4:00 p.m.

Recommendation:

Whereas business before Council has been completed at \_\_\_\_\_ pm;

That Council adjourn to meet again on Wednesday, May 15<sup>th</sup>, 2024 at 4:00 p.m.

# MINUTES

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

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

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

Other: Robson, Planner.

Mayor Peterson in the Chair.

## 1. Welcome

## 2. Call to Order

## 3. Closed Session

- a. Educating or training members of the council, a local board, or committee [s. 239 (3.1)]

Re: Council Exercise – Strategic Plan

### RESOLUTION #1

Moved by – Councillor Demarest

Seconded by – Councillor Young

Be it hereby resolved that Council move into Closed Session under the authority of Section 239 of the Municipal Act at 3:04 p.m. to discuss:

- a. Educating or training members of the council, a local board, or committee [s. 239 (3.1)]

Re: Council Exercise – Strategic Plan

.Carried

### RESOLUTION #2

Moved by – Councillor Young

Seconded by – Councillor Barnes

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 3:58 p.m.

.Carried

#### 4. Approval of the Agenda

#### RESOLUTION #3

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that the agenda for the April 3<sup>rd</sup>, 2024 Regular Meeting of Council be adopted as printed, with the addition of item 17. b.

.Carried

#### 5. Disclosure of Pecuniary Interest

None.

#### 6. Adoption of Minutes

##### a. April 3<sup>rd</sup>, 2024 Minutes of Council

#### RESOLUTION #4

Moved by – Councillor Barnes  
Seconded by – Councillor Young

Be it hereby resolved that the minutes of the April 3<sup>rd</sup>, 2024 Meeting of Council be adopted, as printed and circulated.

.Carried

#### 7. Business Arising from the Minutes

None.

#### 8. Public Meetings

##### a. Public Meeting under the Planning Act, Zone Change

##### i. Application for Zone Change – ZN1-24-04 (Steven & Debbie Reichert)

#### RESOLUTION #5

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

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

ZN1-24-04 (Steven & Debbie Reichert);

And that Mayor Peterson Chair the Public Meeting.

.Carried

The Planner presented the report, recommending denial. Council Member Young asked a question of the applicant regarding reasoning behind the distance of the proposed structure. Justin Irvin, the Applicant's Agent answered the question and reasoned the placement of the structure with elevations and wetness of certain areas of land. Member Demarest questioned whether another area would work. The Agent responded that they are constrained by septic placement. Member Demarest asked a question of the Planner regarding the alternative locations. The Planner pointed to an area that would be available to the applicants for the proposed structure. Member Banbury questioned the type of vegetation that would be disrupted by the proposed structure. Member Banbury asked the Agent if the Applicant would be replacing the vegetation lost due to construction. The Agent affirmed that trees could be planted. Member Demarest reiterated Member Banbury's point regarding replanting. Chairperson Peterson stated he was in favour of the application. No one in the gallery spoke for or against the application.

**RESOLUTION #6**

Moved by – Councillor Demarest  
Seconded by – Councillor Young

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

.Carried

**RESOLUTION #7**

Moved by – Councillor Banbury  
Seconded by – Councillor Barnes

Be it hereby resolved that the Township of Blandford-Blenheim approve-in-principle the Zone Change Application submitted by Jusitn Irvin on behalf of Steven and Debbie Reichert, whereby lands described as Part Lot 7, Concession 8 (Blenheim), Township of Blandford-Blenheim, are to be rezoned from 'Special General Agricultural Zone (A2-G4)' to 'Special General Agricultural Zone (A2-sp)' to permit an additional residential unit (ARU) on the subject lands.

.Carried

## **9. Delegations / Presentations**

- i. Joanna Taylor & Robbie Savage, Residents, re: Moving back speed signs on the County Roads leading into the Village of Drumbo

Joanna Taylor and Robbie Savage presented issues with the traffic approaching and leaving each of the road networks leading into/out of the Village of Drumbo. Particularly, the delegates would like the 50 km/h speed

signs be moved further back out of the village. The delegates cited speeding as well as distracted driving as threats to community safety. The delegates requested that Township Council forward their requests to the County of Oxford in the form of a letter. Member Young expressed her support for the issue. Member Barnes & Banbury concurred. Member Demarest expressed a practical solution is required and that Township Council will advocate for the issue. Mayor Peterson noted that the County of Oxford presented the locations of the speed signs at Township Council and that Township Council approved them. Mayor Peterson made further comment regarding the decision to get rid of the 60 km/h zones, specifically that data shows they are not effective. Delegate Taylor presented a petition for the record. Mayor Peterson cited changes to the Police Services Board, specifically the dissolution of the Township-specific Board to a shared Board between the rural lower tier municipalities. Mayor Peterson noted his support for physical traffic calming measures such as a speed hump. Council directed staff to provide a letter to Oxford County regarding the issues with traffic in the network of the village of Drumbo.

#### **RESOLUTION #8**

Moved by – Councillor Demarest  
Seconded by – Councillor Young

Be it hereby resolved that the delegation from Joanna Taylor & Robbie Savage be received as information; and further that,

Council directs staff to provide a letter to Oxford County regarding the requests made by the delegates.

.Carried

- ii. Darrell Fried & Tyler Vollmershausen, Residents, re: Concern over Renewable Energy, Specifically Wind

Darrel Fried and Tyler Vollershausen presented a slide deck regarding concerns with wind turbines, citing health, safety and environmental concerns. The delegates proposed two solutions: the Township's declaration of an unwilling host and to change the zoning by-law. Mayor Peterson remarked that the Township is currently an unwilling host and would need the majority of members to overturn that decision from March 2, 2016. Mayor Peterson noted that changing the zoning by-laws is not a feasible solution. Mayor Peterson called on the Planner to clarify the setbacks, to which the Planner responded that the policy team would be the best to ask, however, he noted that his understanding is such that a

minimum is set by the province and a zoning by-law would be required to change the provincial standard. Council directed staff to send the information received from the delegates to Oxford County Council.

**RESOLUTION #9**

Moved by – Councillor Demarest  
Seconded by – Councillor Young

That the delegation from Darrell Fried & Tyler Vollmershausen be received as information; and further that,

Council direct staff to forward the correspondence to Oxford County.

.Carried

**10. Correspondence**

a. Specific

None.

b. General

i. David Simpson, Director of Public Works, County of Oxford, Re: 2023 Annual Waste Management Reports; and,

ii. David Simpson, Director of Public Works, County of Oxford, Re: 2023 Annual Energy Reports.

**RESOLUTION #10**

Moved by – Councillor Barnes  
Seconded by – Councillor Banbury

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

.Carried

**11. Staff Reports**

**a. Drew Davidson – Director of Protective Services**

i. FC-24-08 – March Monthly Report

**RESOLUTION #11**

Moved by – Councillor Demarest  
Seconded by – Councillor Young

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

.Carried

**b. Ray Belanger – Chief Building Official**

- i. CBO-24-04 – March Monthly Report

**RESOLUTION #12**

Moved by – Councillor Banbury  
Seconded by – Councillor Barnes

Be it hereby resolved that Report CBO-24-04 be received as information.

.Carried

**c. Adam Degier – Drainage Superintendent**

- i. DS-24-10 – Award of Tender: Baker Drain 2024

**RESOLUTION #13**

Moved by – Councillor Young  
Seconded by – Councillor Banbury

Be it hereby resolved that Report DS-24-10 be received as information;  
and further,

That the tender for the Baker Drain 2024 be awarded to SEG Excavating  
Ltd. in the amount of \$85,700.00 plus applicable taxes.

.Carried

- ii. DS-24-11 – Award of Tender: Mitchell Drain 2023

**RESOLUTION #14**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that Report DS-24-11 be received as information;  
and further,

That the tender for the Mitchell Drain 2023 be awarded to Robinson Farm  
Drainage Limited in the amount of \$307,052.00 plus applicable taxes.

.Carried

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

- i. PW-24-10 – 2024 Gravel Tender Results

**RESOLUTION #15**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report PW-24-10 be received as information;  
and further,

That Council accepts the tender submitted by Summit Aggregates KW Inc  
for the supply, crushing and placement of approximately 18,000 Tonnes of  
granular “A” at a unit price of \$13.74/tonne.

.Carried

- ii. PW-24-11 – 2024 Surface Treatment Tender Results

**RESOLUTION #16**

Moved by – Councillor Young  
Seconded by – Councillor Demarest

Be it hereby resolved that Report PW-24-11 be received as information;  
and further,

That Council accept the Surface Treatment tender submitted by Walker  
Construction, Niagara Falls, ON; and further,

That the remaining balance required to complete the work be transferred  
from the Public Works reserve.

.Carried

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

- i. TR-24-07 – Asset Retirement Obligation Policy

**RESOLUTION #17**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that Report TR-24-07 be received as information;

And further that Council approves and adopts the Asset Retirement Obligation Policy.

.Carried

**f. Josh Brick – Chief Administration Officer**

- i. CAO-24-16 – Preliminary Engineering and Design Works – Princeton Fire Hall

**RESOLUTION #18**

Moved by – Councillor Young

Seconded by – Councillor Banbury

Be it hereby resolved that Report CAO-24-16 be received as information; and,

That Council directs staff to engage Nelson Dawley, P. Eng., for preliminary design and engineering works for the future Princeton Fire Station, it being noted that preliminary works shall take place within the \$120,000.00 budget as set out in the approved 2024 capital budget.

.Carried

**12. Reports from Council Members**

Mayor Peterson reported that two Blandford-Blenheim dairy farms are in the top fifteen (15) dairy farms in Canada, the Fried Farm and the McLaren Farm.

**13. Unfinished Business**

None.

**14. Motions and Notices of Motion**

None.

**15. New Business**

None.

**16. Closed Session**

None.

## 17. Other Business

None.

## 18. By-laws

- a. 2429-2024, Being a By-law to confirm the proceedings of Council; and,
- b. 2430-2024, Being a By-law to provide for an interim levy of the actual cost of the work of the construction of Phases 1 and 2 of the Princeton Drainage System 2022 project as provided for in By-Law 2313-2022.

### RESOLUTION #19

Moved by – Councillor Banbury  
Seconded by – Councillor Young

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

- a. 2429-2024, Being a By-law to confirm the proceedings of Council; and,
- b. 2430-2024, Being a By-law to provide for an interim levy of the actual cost of the work of the construction of Phases 1 and 2 of the Princeton Drainage System 2022 project as provided for in By-Law 2313-2022.

.Carried

### RESOLUTION #20

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

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

- a. 2429-2024, Being a By-law to confirm the proceedings of Council; and,
- b. 2430-2024, Being a By-law to provide for an interim levy of the actual cost of the work of the construction of Phases 1 and 2 of the Princeton Drainage System 2022 project as provided for in By-Law 2313-2022.

.Carried

## 19. Adjournment and Next Meeting

### RESOLUTION #21

Moved by – Councillor Young  
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 6:06 p.m.;

Be it hereby resolved that Council adjourn to meet again on Wednesday, May 1<sup>st</sup>, 2024 at 4:00 p.m.

.Carried

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Mark Peterson, Mayor  
Township of Blandford-Blenheim

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Sarah Matheson, Clerk  
Township of Blandford-Blenheim



 **Watson  
& Associates**  
ECONOMISTS LTD.

# Township of Blandford-Blenheim Development Charge Background Study

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Public Meeting Presentation

May 1, 2024



# Introduction

## Public Meeting Purpose

- This meeting is a mandatory requirement under the *Development Charges Act (D.C.A.)*
- Prior to Council's consideration of a development charges (D.C.) by-law, a background study must be prepared and available to the public a minimum of 2 weeks prior to a public meeting and provided on the Township's website 60 days prior to by-law passage
- This public meeting is to provide a review the D.C. proposal and to receive public input on the proposed policies and charges

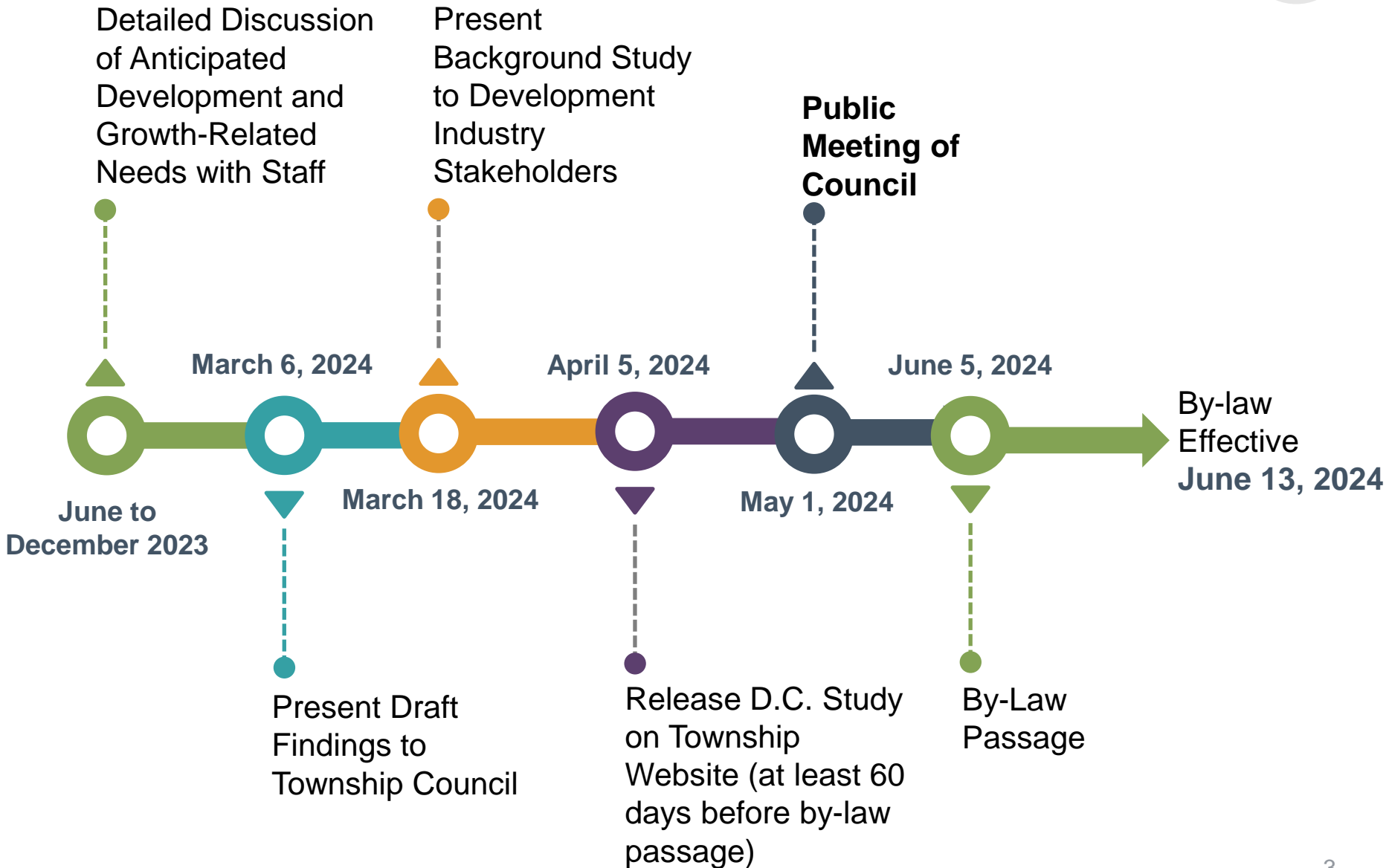


# Introduction

## Development Charges

- Purpose of D.C.s are to recover the capital costs associated with residential and non-residential development within a municipality
- Municipalities are empowered to impose these charges via the D.C.A.
- The capital costs are in addition to what costs would normally be constructed as part of a subdivision (i.e., internal roads, watermains, sidewalks, streetlights, etc.)
- On April 10, 2024 the Province introduced Bill 185 (*Cutting Red Tape to Build More Homes Act*) that would amend certain sections of the D.C.A. These changes, which may come into effect prior to by-law passage, are discussed herein

# Study Process





*Development Charges Act*  
Calculation Methodology

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Illustration

# Simplified D.C.A. Methodology/Calculation



Identify Amount, Type, and Location of Residential and Non-Residential Growth

- Eligible D.C. Services
- Increase in Need for Service must not exceed average historical level of service over prior 15-year period
- Expression of Council that needs will be met

Increase in Need for Service to Accommodate Growth

Identify Capital Costs to Provide Service

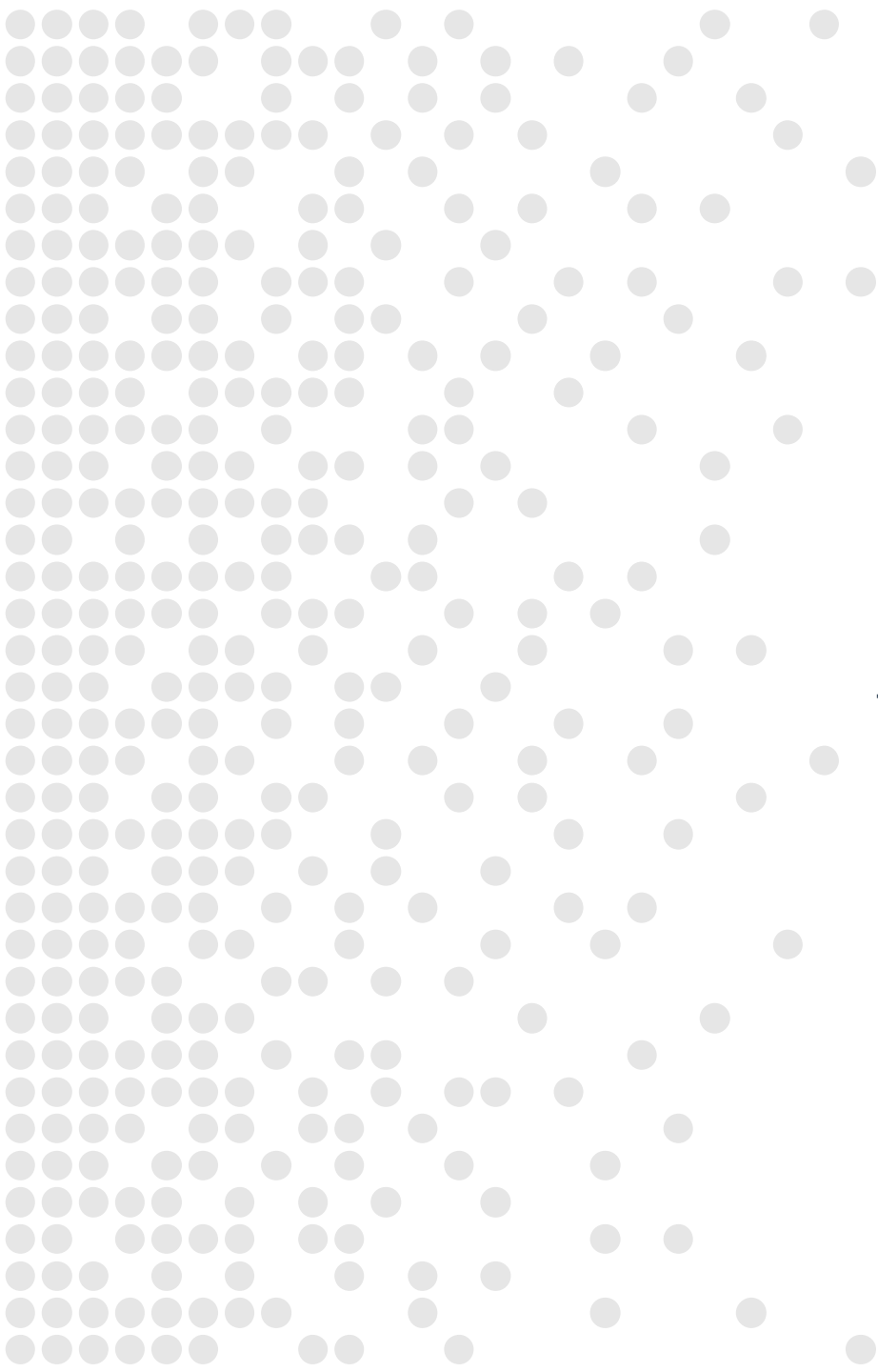
- Deduct:
1. Uncommitted excess capacity
  2. Grants, subsidies and contributions
  3. Benefit to existing development

D.C. Recoverable Cost of Infrastructure to Accommodate Growth

\$



$$\text{D.C. per Residential Unit} = \text{Development Charges} - \text{D.C. per sq.ft. of Non-Residential Development}$$



## Development Charges

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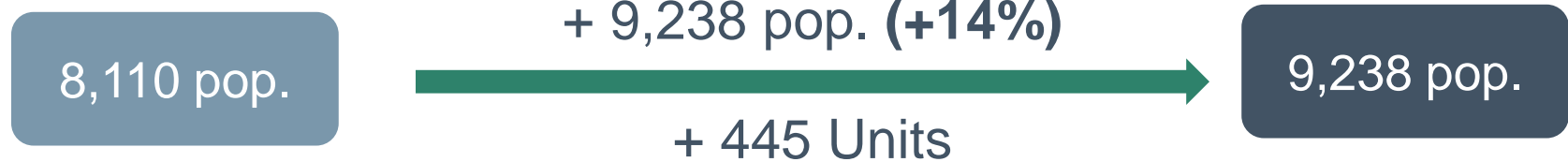
Growth Forecast

# Growth Forecast

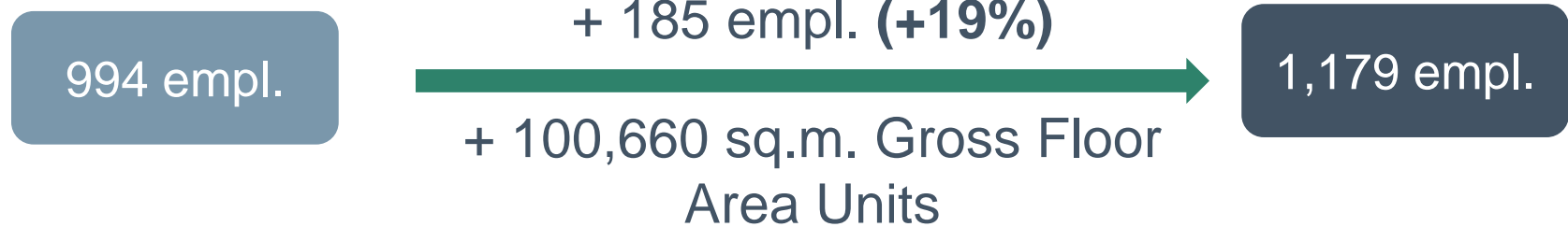
## Mid-2024 to Mid-2033

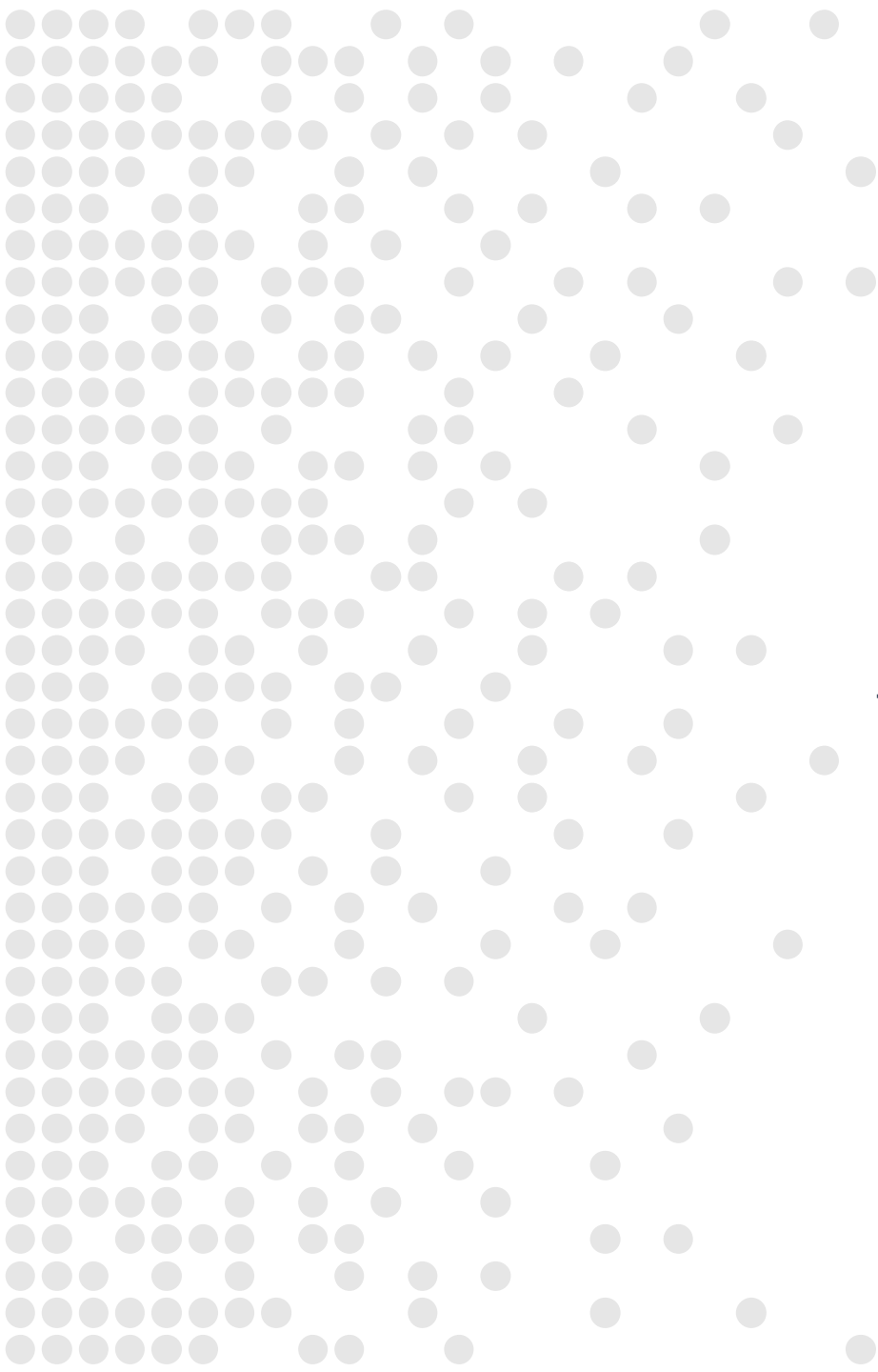


### Residential



### Non-Residential





## Development Charges

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Increase in Need for Service

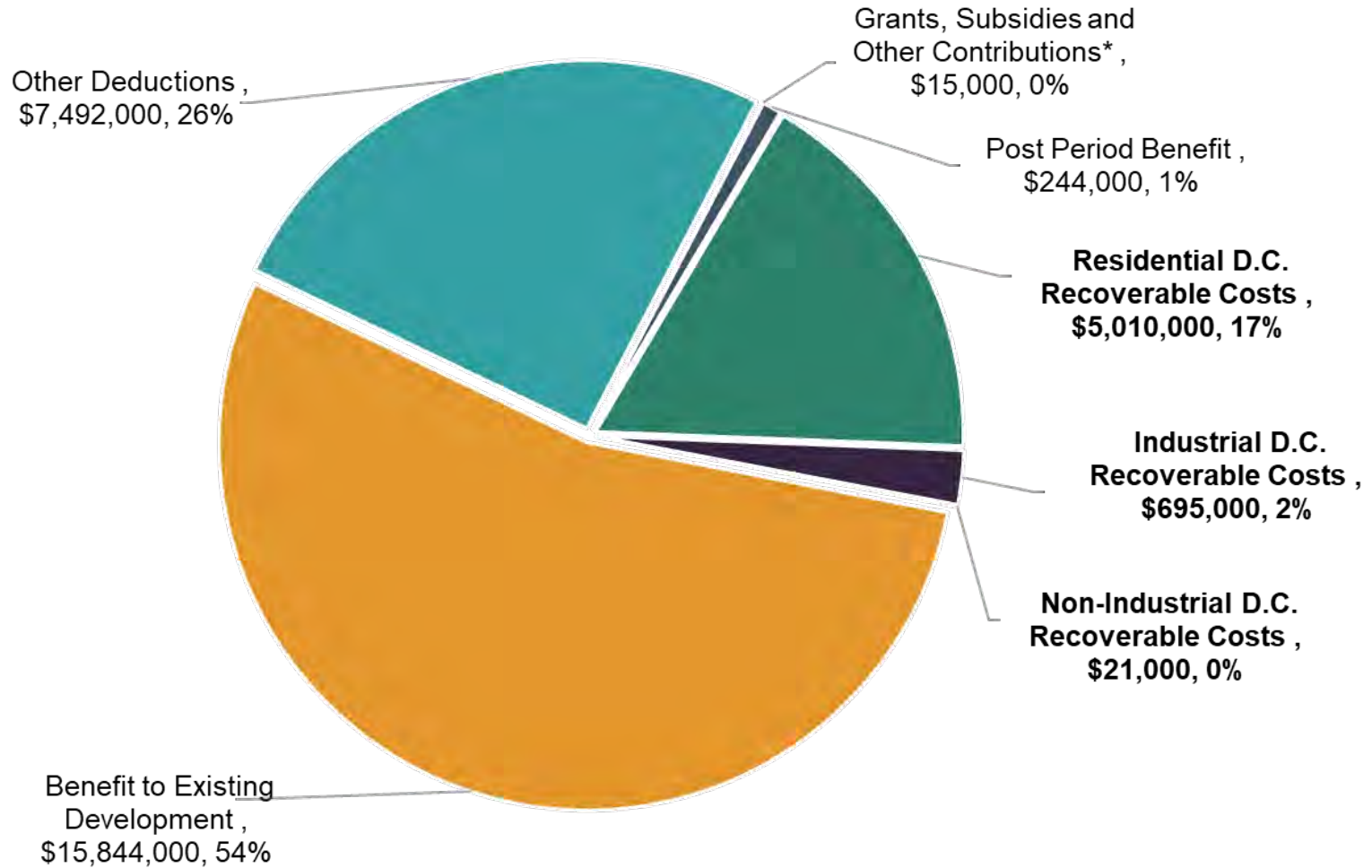


# Increase in Need for Service

- 10-Year (2024-2033)
  - Services Related to a Highway
  - Fire Protection Services
  - Parks and Recreation Services
- Bill 185 proposes to add studies as an eligible D.C. recoverable cost (previously removed through Bill 23)

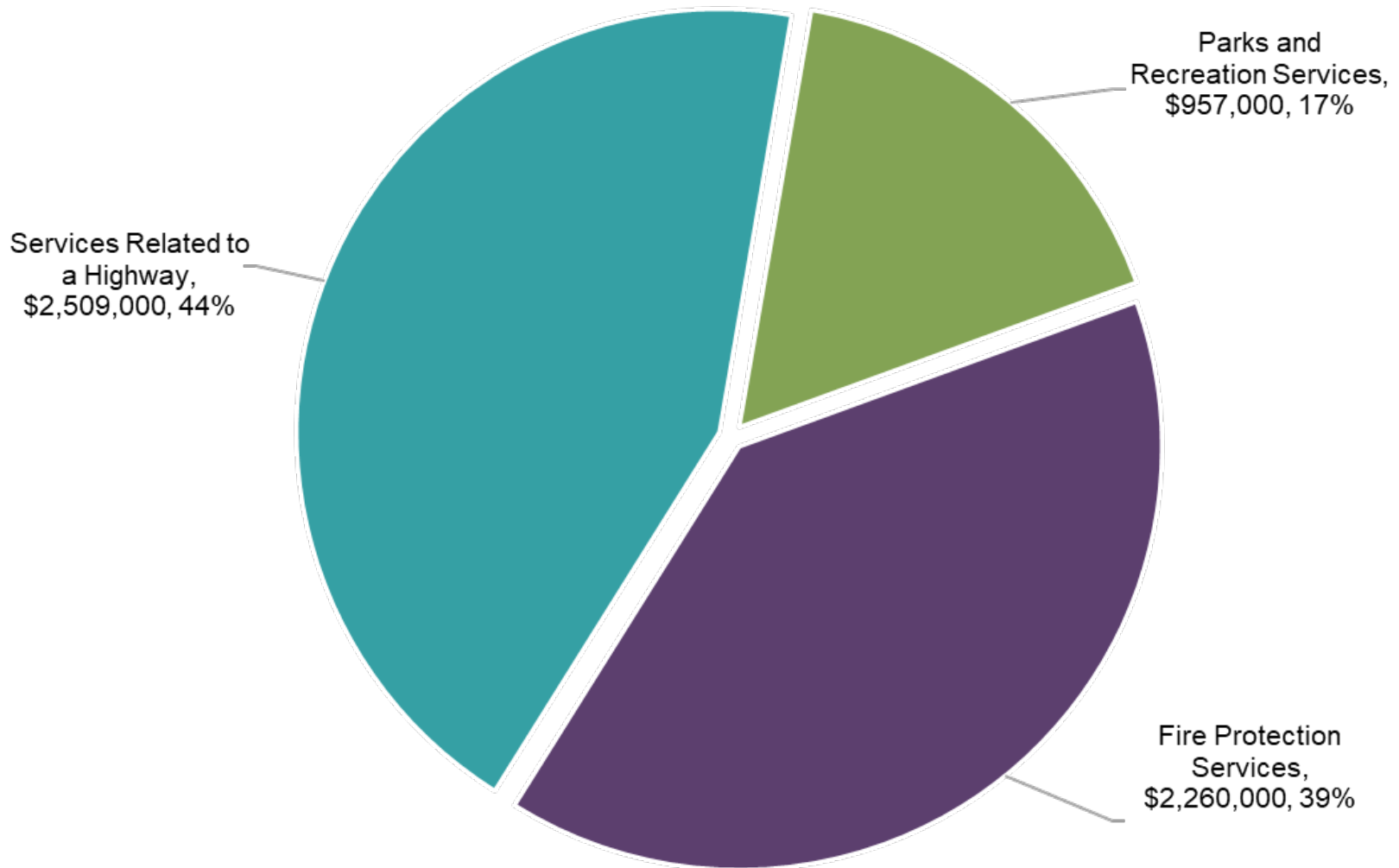
# Anticipated Capital Needs

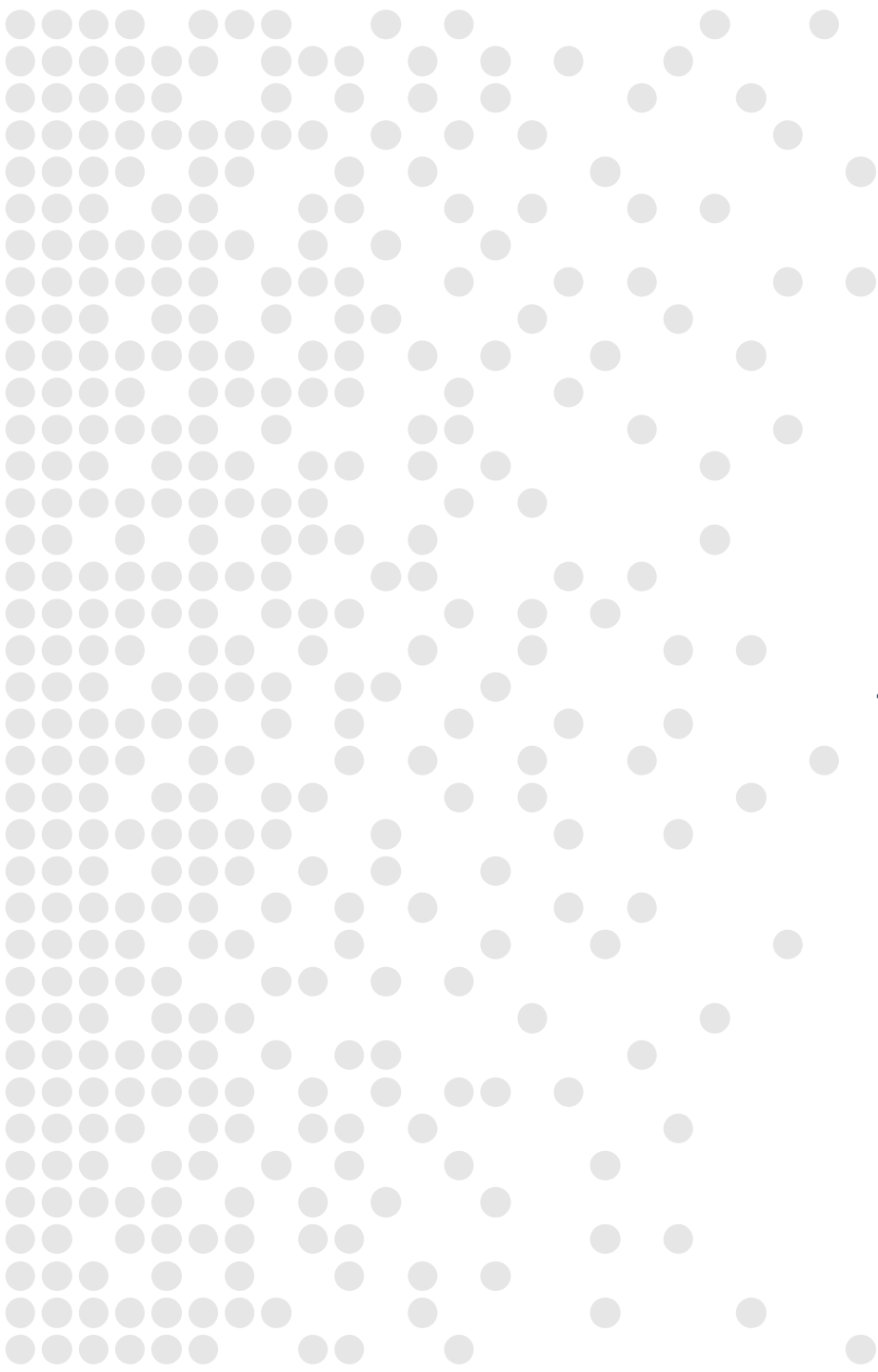
## Gross Capital Costs (\$28.7 million)



# D.C. Recoverable Costs

## \$5.7 Million





# Development Charges

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## D.C. Calculation

# Calculated Schedule of D.C.s & Comparison



Service	RESIDENTIAL				NON-RESIDENTIAL	
	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	(per sq.m. of Gross Floor Area)	(per Wind Turbine)
<b>Municipal Wide Services:</b>						
Services Related to a Highway	5,340	3,688	2,954	1,875	3.50	5,340
Fire Protection Services	4,799	3,315	2,655	1,685	3.14	4,799
Parks and Recreation Services	2,265	1,564	1,253	795	0.48	0.00
<b>Total Municipal Wide Services</b>	<b>12,404</b>	<b>8,567</b>	<b>6,862</b>	<b>4,355</b>	<b>7.12</b>	<b>10,139</b>
<b>Year 1 Charge (80% of Full Charge)</b>	<b>9,923</b>	<b>6,854</b>	<b>5,490</b>	<b>3,484</b>	<b>5.70</b>	<b>8,111</b>

- Bill 185 proposes to remove the requirement to phase-in the charge during the first four years of the by-law.

# D.C. Comparison



## Residential (Single Detached) Comparison

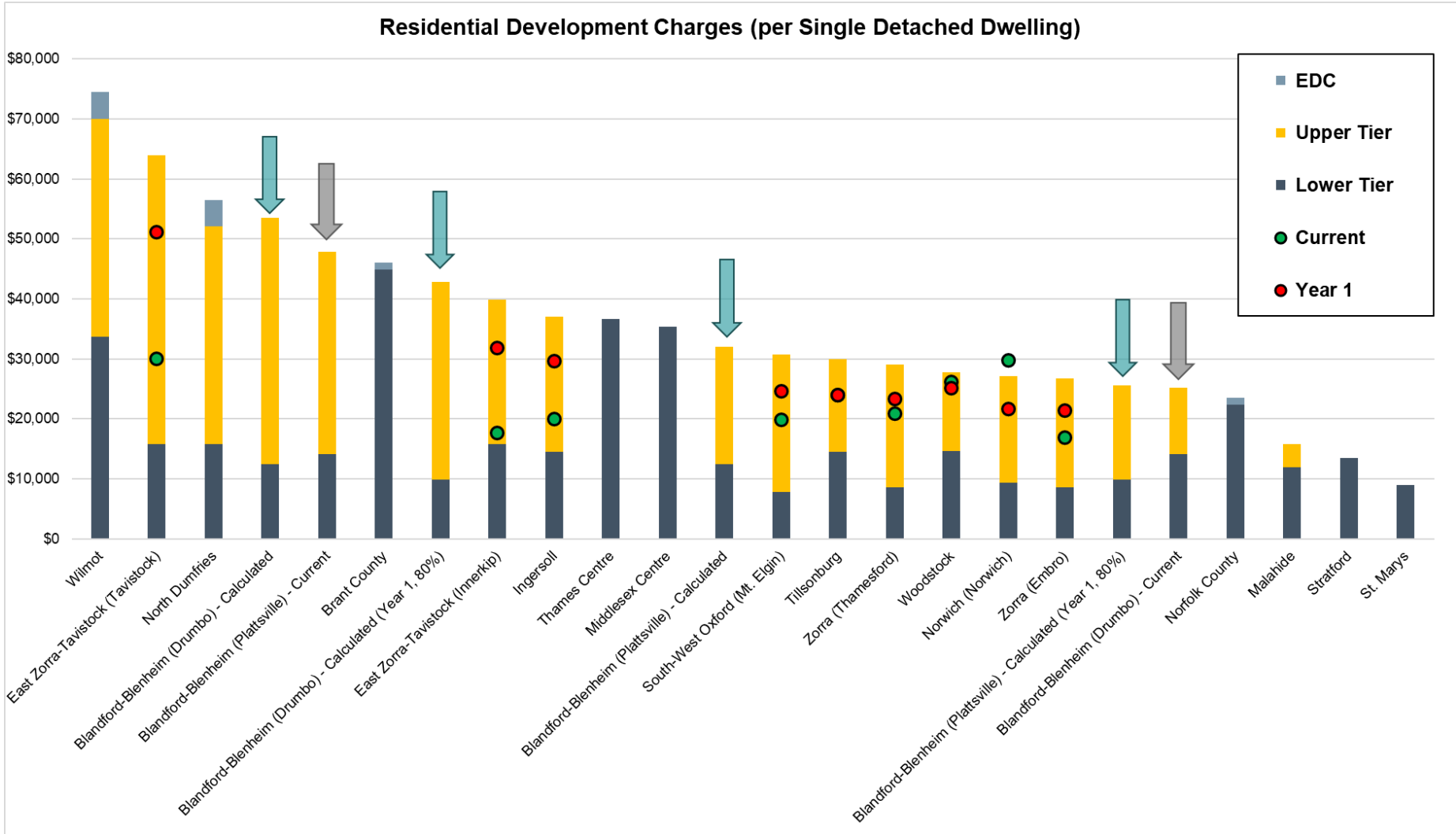
Service	Current	Calculated	Change (\$)	Change (%)
<b>Municipal Wide Services:</b>				
Services Related to a Highway	5,468	5,340	(129)	-2%
Fire Protection Services	2,825	4,799	1,974	70%
Parks and Recreation Services	2,996	2,265	(731)	-24%
Growth-Related Studies	-	-	-	n/a
<b>Total Municipal Wide Services</b>	<b>11,289</b>	<b>12,404</b>	<b>1,115</b>	<b>10%</b>
<b>Year 1 Charge (80% of Full Charge)</b>	<b>11,289</b>	<b>9,923</b>	<b>(1,366)</b>	<b>-12%</b>

## Non-Residential (per sq.m.) Comparison

Service	Current	Calculated	Change (\$)	Change (%)
<b>Municipal Wide Services:</b>				
Services Related to a Highway	22.16	3.50	(18.66)	-84%
Fire Protection Services	11.45	3.14	(8.31)	-73%
Parks and Recreation Services	8.49	0.48	(8.01)	-94%
Growth-Related Studies	-	-	-	n/a
<b>Total Municipal Wide Services</b>	<b>42.10</b>	<b>7.12</b>	<b>(34.97)</b>	<b>-83%</b>
<b>Year 1 Charge (80% of Full Charge)</b>	<b>42.10</b>	<b>5.70</b>	<b>(36.40)</b>	<b>-86%</b>

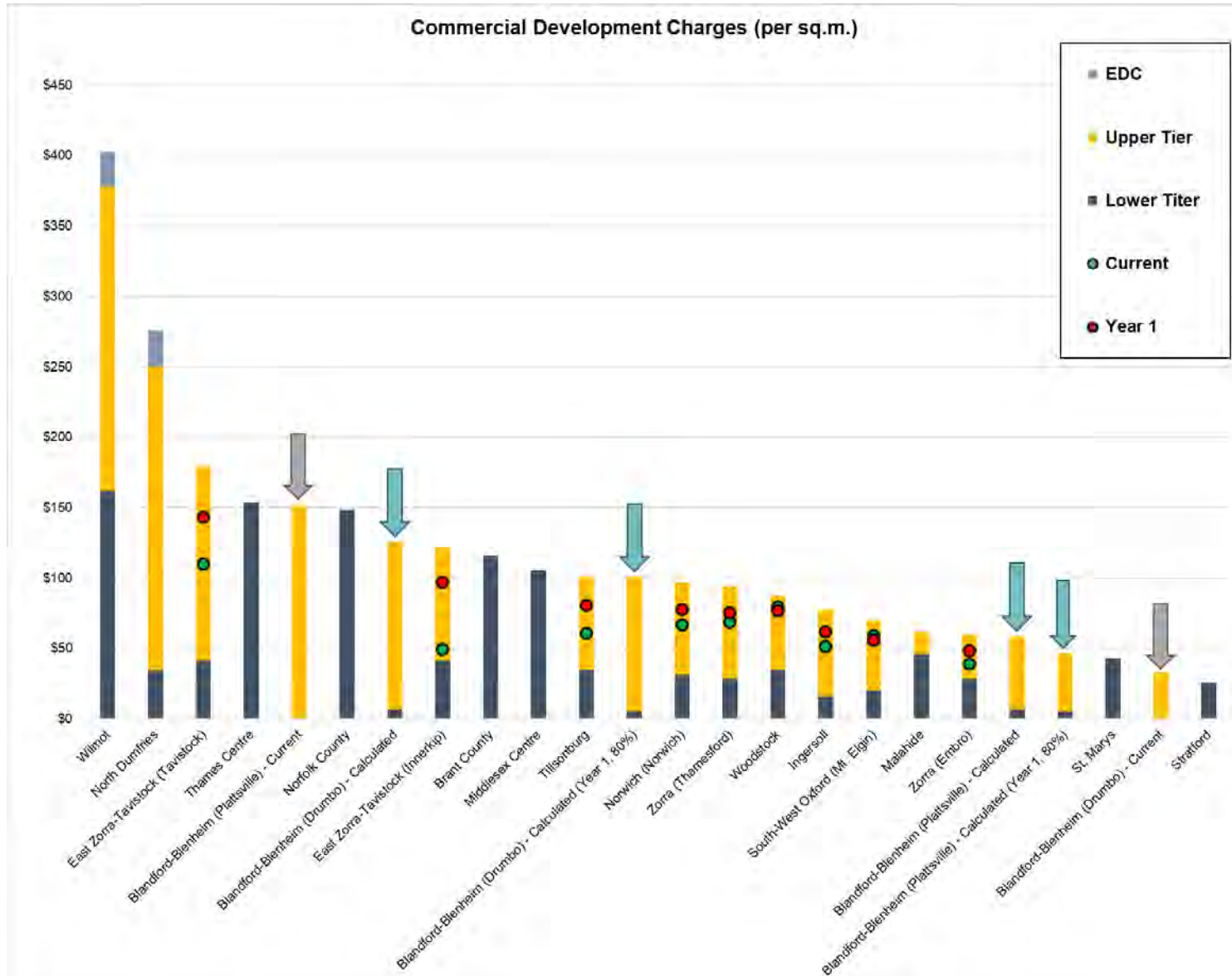
# Municipal Comparison

## Per Single Detached Residential Dwelling Unit



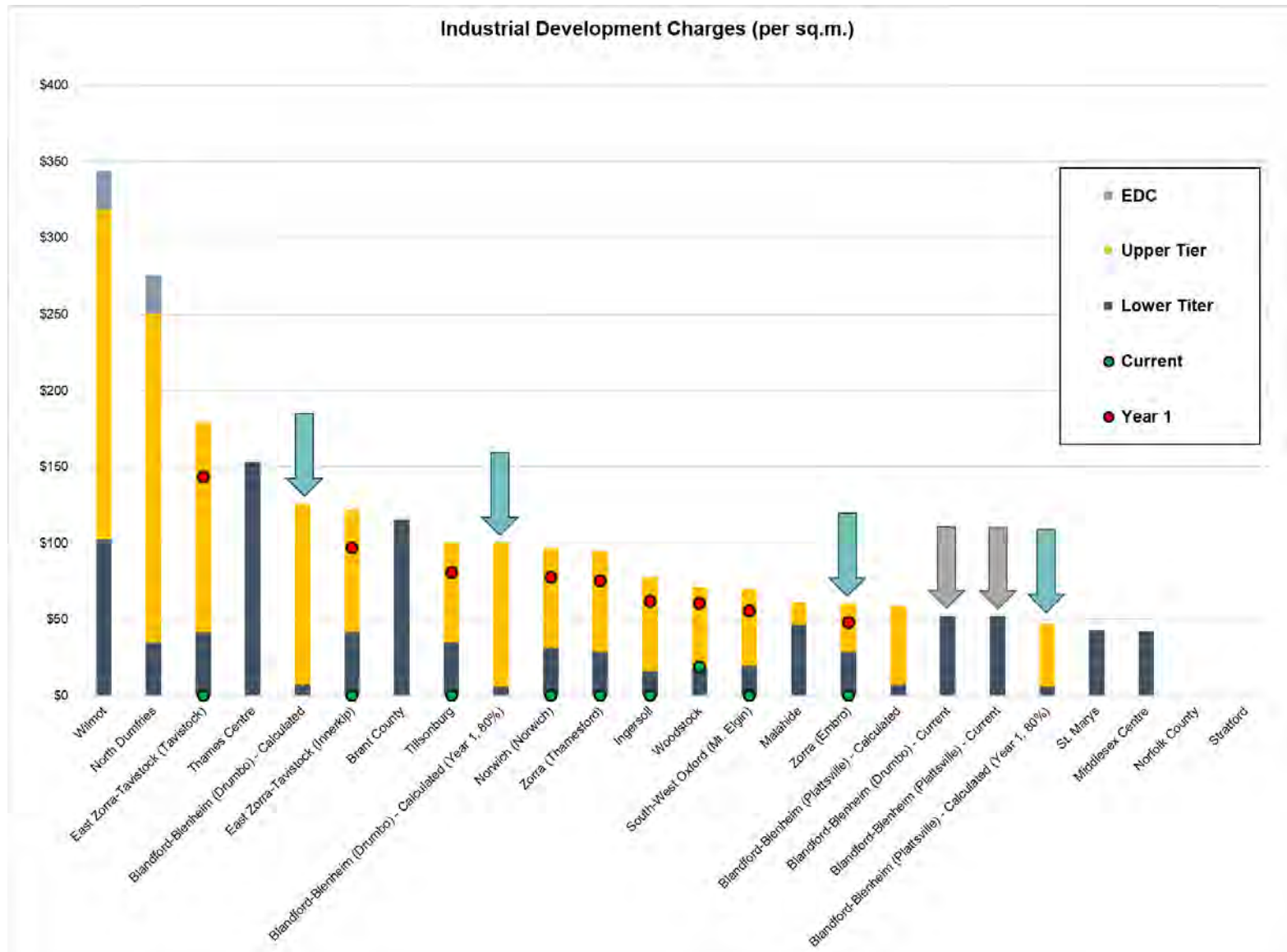
# Municipal Comparison

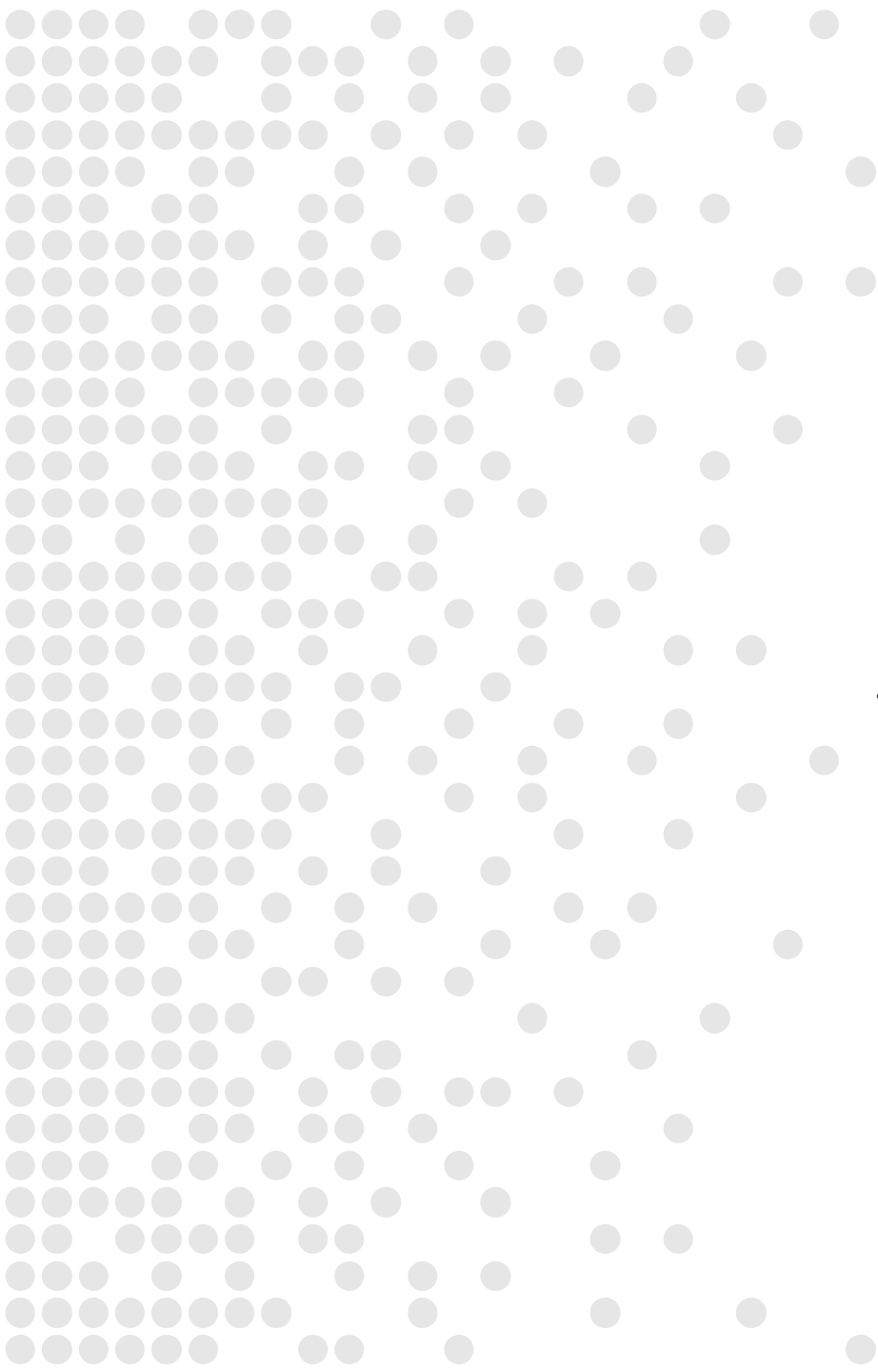
## \$ per Square Meter of Commercial Gross Floor Area



# Municipal Comparison

## \$ per Square Meter of Industrial Gross Floor Area





# Development Charges

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## D.C. By-law Policies



# D.C. By-Law Policies

## Timing of Collection

- D.C.s are calculated and collected at building permit issuance
- D.C.s for developments proceeding through Site Plan or Zoning By-law Amendment will be determined based on the charges in effect on the day of the application
  - Charges to be frozen for a maximum period of 2 years after planning application approval
  - Bill 185 proposes to reduce this period to 18 months
- Payment in installments
  - Rental housing and institutional developments would pay D.C.s in 6 equal annual payments, commencing from the date of occupancy
- Interest can be imposed on D.C.s determined at Site Plan or Zoning-By-law Amendment application and on installment payments



# D.C. By-Law Policies

## Statutory D.C. Exemptions

- Upper/Lower Tier Governments and School Boards
- Development of lands intended for use by a university that received operating funds from the Government
- Existing industrial building expansions (may expand by 50% with no D.C.)
- Additional residential units in existing and new residential buildings
- May add up to two apartments for a single detached, semi-detached or row house (only one unit can be in an ancillary structure)
  - One additional unit or 1% of the units in an existing rental residential building with four or more residential units



# D.C. By-Law Policies

## Statutory D.C. Exemptions

- Non-profit housing
- Inclusionary zoning affordable housing units
- Additional exemptions for affordable and attainable units to be exempt upon proclamation by the Lieutenant Governor units
- Discount for rental housing development:
  - >2 bedrooms - 25% discount
  - 2 bedrooms - 20% discount
  - <2 bedrooms - 15% discount
- Mandatory reduction of D.C. (Maximum charge of 80%, 85%, 90%, 95%, 100% for first 5 Years of the by-law)
  - Proposed to be removed through Bill 185



# D.C. Policies

## Non-Statutory D.C. Exemptions

- Current non-statutory exemptions :

Exemption	County of Oxford	Blandford-Blenheim	East Zorra-Tavistock	Ingersoll	Norwich	Tillsonburg	South-West Oxford	Zorra
1. Non-residential uses		Excl. Industrial		✓	✓	✓		
2. Industrial buildings	✓		✓	✓	✓	✓	✓	✓
3. Non-residential farm building	✓	✓	✓	✓	✓	✓	✓	✓
4. Places of worship	✓	✓	✓	✓	✓	✓	✓	✓
5. Public hospitals	✓	✓	✓	✓	✓	✓	✓	✓
6. Development in Central Business District and Entrepreneurial Area	✓			✓		✓		
7. Temporary buildings and structures	✓	✓	✓	✓	✓	✓	✓	✓
8. Long-term care home	✓	✓	✓	✓	✓	✓	✓	✓
9. Affordable housing	✓	✓	✓	✓	✓	✓	✓	✓
10. Temporary dwelling units	✓	✓	✓	✓	✓	✓	✓	✓
11. Private Schools	✓							



# D.C. By-Law Policies

## Redevelopment Credits

- Redevelopment credits on conversions or demolitions of existing buildings or structures are generally granted to recognize what is being replaced on site (not specific in the Act but provided by case law)
- Redevelopment must occur within 5 years of demolition
- The credit cannot exceed the amount of D.C.s that would otherwise be payable
- No credit is available if the use that was demolished/converted would be exempt under this by-law or was not capable of being occupied
- Refund may be available if the existing building cannot be demolished until after construction of the new building.



# D.C. By-Law Policies

## By-Law Administration

- By-laws to come into force on June 13, 2024
- Charges to be indexed on a mandatory basis on June 13 of each year (beginning in 2025)
- Mandatory phase-in of charge to occur on June 13 of each year (if applicable subject to Bill 185 changes)

# Next Steps



- Receive feedback from Council and public
- Amend draft by-law based on Council feedback and enactment of Bill 185 (if applicable)
- Council consideration of by-law for passage – June 5, 2024
- D.C. by-law amendment if Bill 185 enactment occurs after June 5, 2024
  - Bill 185 proposes a streamlined amendment process for these purposes

## **COMMITTEE OF ADJUSTMENT MINUTES**

The Township of Blandford-Blenheim Committee of Adjustment met at 4:01 p.m.

Present: Mayor Peterson, Members Banbury, Barnes, Demarest and Young.

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

Others: Dustin Robson, Planner, Oxford County.

Mayor Peterson in the Chair

### **Disclosure of Pecuniary Interest**

None.

### **Minutes**

#### **i. February 7<sup>th</sup>, 2024 Meeting of the Committee of Adjustment**

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

Moved by – Councillor Demarest

Seconded by – Councillor Banbury

### **Application**

#### **i. Application for Minor Variance MVA-24-02 Kevin & Nicole Sokol, 51 Powell Street**

The Planner presented the report, recommending approval. The applicant was present. Member Demarest asked questions regarding the lot to the rear of the property and whether or not another entrance would be required. Planner Robson noted the lot to the rear of the property is owned by the neighbour immediately to the west and that a second entrance had not been discussed and would be within the purview of Director of Public Works Borton. No one in attendance spoke for or against the application.

Verbal motion to approve the application.

Moved by – Councillor Banbury  
Seconded by – Councillor Barnes

For application A24-02 the decision was signed as approved.

The Committee adjourned at 4:06 p.m. and the Open Council meeting resumed.

**Community Planning**

P. O. Box 1614, 21 Reeve Street

Woodstock Ontario N4S 7Y3

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

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

Our File: **A03-24**

**APPLICATION FOR MINOR VARIANCE**

**TO:** Township of Blandford-Blenheim Committee of Adjustment

**MEETING:** May 1, 2024

**REPORT NUMBER:** CP 2024-139

**OWNER:** Adam and Ashley Peer  
687551 Highway 2, Brant, ON N0J 1V0

**AGENT:** 360 Design Build Inc.  
55 Second Avenue, Cambridge, ON N1S 2C2

**VARIANCE REQUESTED:**

1. Relief from **Section 5.1 – Table 5.1.1.3 – Regulations for Accessory Uses** to increase the maximum permitted height of a building accessory to a residential use from 5.5 m (18 ft) to 6.6 m (21.5 ft) to facilitate the construction of an addition to an existing accessory building.

**LOCATION:**

The subject lands are described as Part Lot 3, Concession 1 (Blenheim) in the Township of Blandford-Blenheim. The lands are located on the north side of Highway 2, lying between Canning Road and Brant-Oxford Road, and municipally known as 687551 Highway 2.

**BACKGROUND INFORMATION:**

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "B-1"	Township of Blandford-Blenheim Land Use Plan	Agricultural Reserve
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TOWNSHIP ZONING BY-LAW NO. 1360-2002:

Residential Existing Lot Zone (RE)

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

The applicants are requesting relief from the above noted provision of the Township's Zoning By-law to facilitate the construction of an addition to an existing accessory building on the north side of the subject lands.

The existing accessory building is approximately 41.8 m<sup>2</sup> (450 ft<sup>2</sup>) in size and has a measured height of 4.8 m (16 ft). The proposed addition would be approximately 23.4 m<sup>2</sup> (252 ft<sup>2</sup>) in size with a height of approximately 6.6 m (21.5 ft).

The subject lands comprise approximately 0.2 ha (0.5 ac) and is currently occupied by an existing single detached dwelling and an accessory building. Surrounding uses are predominantly agricultural but also consists of non-rural residential uses as well.

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

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

Plate 3, Applicants' Sketch – Site Plan, shows the location of the existing single detached dwelling and accessory building on the subject lands, as well as the proposed accessory building addition.

Plate 4, Applicants' Sketch – Elevations, shows the elevations of the existing accessory building on the subject lands, as well as the proposed accessory building addition.

Plate 5, Accessory Building Height Measurements, shows the methods of how accessory building height is measured depending on the type of roof used.

(b) Agency Comments

The Township Director of Public Works, County Public Works Department, and Southwestern Public Health have indicated no comments or concerns regarding the proposal.

(c) Public Consultation:

Public Notice was sent in accordance with the provisions of the Planning Act. At the time of writing this report, no comments or concerns had been received from the public.

(d) Intent and Purpose of the Official Plan:

The subject lands are designated 'Agricultural Reserve' according to the Township of Blandford-Blenheim Land Use Plan, as contained in the County Official Plan. In the Agricultural Reserve, lands are to be developed for a wide variety of agricultural land uses, including general farming, animal or poultry operations, regulated livestock farms, cash crop farms and specialty crop farms, together with farm buildings and structures necessary to the farming operation, and accessory residential uses required for the farm.

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

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

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

In accordance with the accessory use provisions of the Zoning By-law, accessory structures are permitted on a 'RE' zoned lands to a maximum lot coverage of 160 m<sup>2</sup> (1,722.2 ft<sup>2</sup>) of gross floor area or 10% of the lot area, whichever is less, and a maximum height of 5.5 m (18 ft). These provisions are intended to ensure such structures/buildings remain clearly secondary and ancillary to the main use of the lands, while having minimal impacts on neighbouring lands. In addition, these size limitations assist to ensure sufficient space is maintained on the lands to accommodate grading/drainage, amenity space and parking.

The requested relief represents a relatively minor deviation from the provisions of the Zoning By-law, given the context of the existing accessory building. The Township Zoning By-law measures height for accessory buildings differently depending on the roof style of the building. The existing accessory building was built with a gambrel roof while the proposed addition would be built with gable roof. Plate 5 shows how height is measured, based on the type of roof used.

As shown on Plate 4, the proposed addition would be slightly taller than the existing accessory building, but not offensively so. This is partly due to the gambrel roof that was used for the existing accessory building. Given the method that is used to measure gambrel roofs, as outlined on Plate 5, the existing building is deemed to have a height of 4.8 m (16 ft) despite physically being taller than 4.8 m (16 ft). Given this, Staff believe that the requested height relief for the addition, which would have a gable roof design, is reasonable in the current context.

As such, Staff are generally satisfied that the intent and purpose of the Zoning By-law will be maintained.

(f) Desirable Development/Use:

It is the opinion of this office that the applicant's proposal to obtain relief of the maximum height provision is desirable for the use of the lands and can be considered minor in nature.

Staff are of the opinion that the proposed height relief will not adversely impact surrounding lands as agricultural lands exist to the north and west, which do not contain residential dwellings. A residential dwelling exists to the east of the subject lands, however, staff are of the opinion that the existing vegetation creates a sufficient visual buffer between the accessory building and the dwelling on the neighbouring lands.

In light of the foregoing, it is the opinion of this Office that the requested relief maintains the general intent of the Official Plan and the Zoning By-law and can be given favorable consideration.

**RECOMMENDATION:**

That the Township of Blandford-Blenheim Committee of Adjustment **approve** Application File A03-24, submitted by Adam and Ashley Peer for lands described as Part Lot 3, Concession 1 (Blenheim) in the Township of Blandford-Blenheim as it relates to:

1. Relief from **Section 5.1 – Table 5.1.1.3 – Regulations for Accessory** to increase the maximum permitted height of a building accessory to a residential use from 5.5 m (18 ft) to 6.6 m (21.5 ft) to facilitate the construction of an addition to an existing accessory building.

The proposed relief meets the four tests of a minor variance as set out in Section 45(1) of the Planning Act as follows:

The requested relief is:

- i) deemed to be a minor variance from the provisions of the Township of Blandford-Blenheim Zoning By-law No. 1360-2002;
- ii) desirable for the appropriate development or use of the land;
- iii) in keeping with the general intent and purpose of the Township of Blandford-Blenheim Zoning By-law No. 1360-2002, and;
- iv) in keeping with the general intent and purpose of the Official Plan of the County of Oxford.

Authored by: *original signed by*

Dustin Robson, MCIP, RPP  
Development Planner

Approved for submission by: *original signed by*

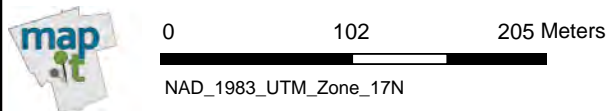
Eric Gilbert, MCIP, RPP  
Manager of Development Planning



**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

April 2, 2024



**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**



0 26 51 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

April 2, 2024

**PROJECT STATISTICS:**

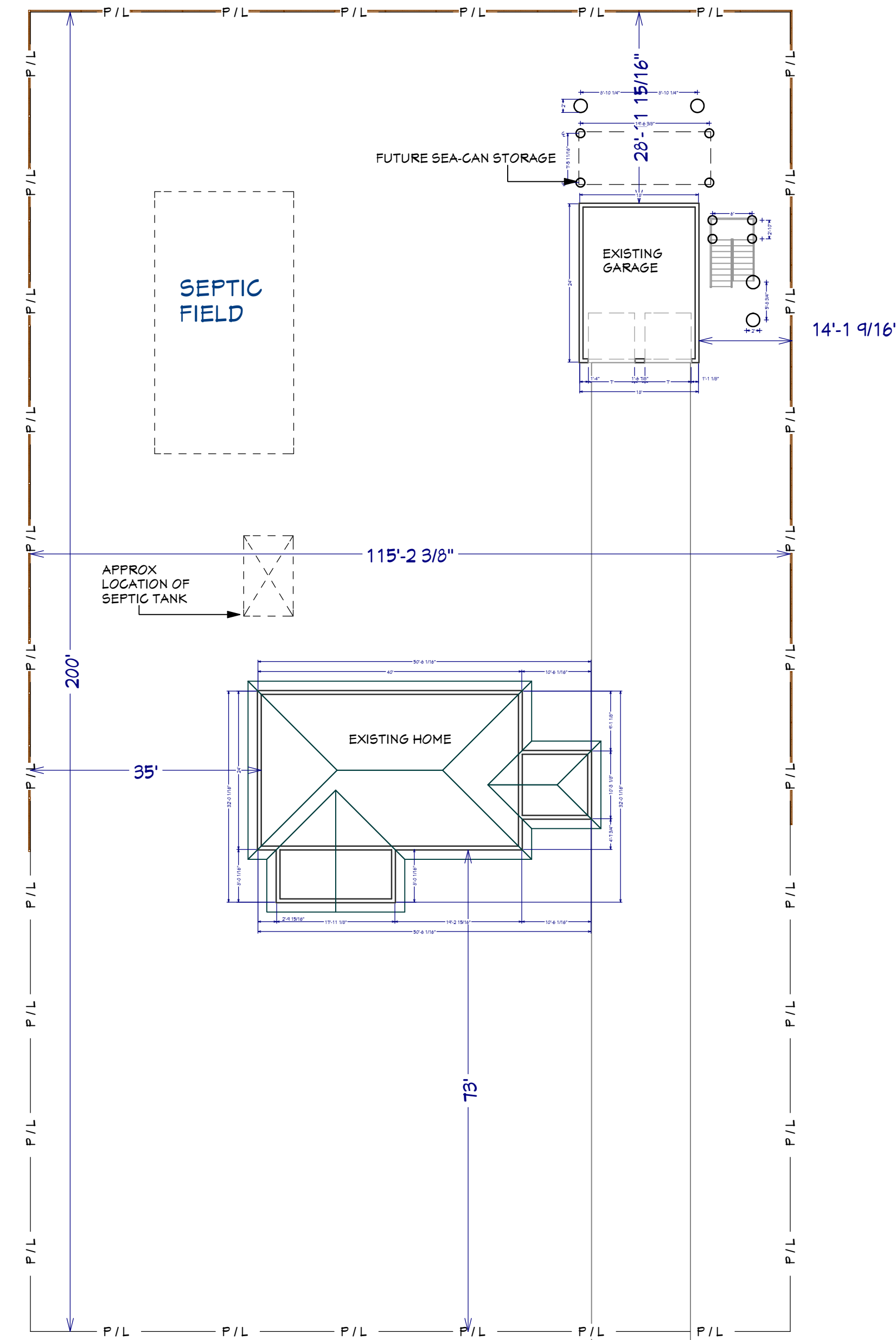
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 EXISTING HOUSE ENVELOPE: 1,114 SF  
 EXISTING HOUSE ROOF: 1,540 SF  
 EXISTING GARAGE ENVELOPE: 800SF  
 NEW GARAGE ENVELOPE: 1040SF  
 EXISTING GARAGE ROOF: 852 SF  
 NEW GARAGE ROOF: 1212 SF

**Plate 3: Applicants' Sketch - Site Plan**

File No. A01-24 (Peer)  
 Pt Lot 3, Concession 1 (Blenheim), Township of Blandford-Blenheim - 687551 Highway 2

**SITE PLAN NOTES**

FROST DEPTH: \*4'-0"  
 ZONE 1  
 SNOW LOAD: 2.0 (KITCHENER), 1.3 (BRANTFORD)  
 WIND(BRANTFORD): .33KPA (1/10), .42KPA (1/50)



BRANT HWY #2

**SITE PLAN**  
 1"=15'

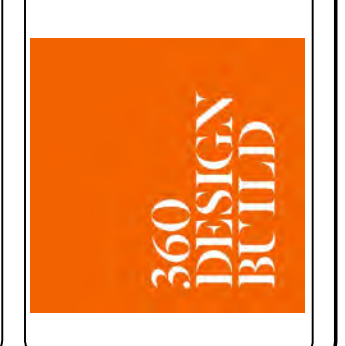
SHEET NUMBER  
**2**  
Revision (1) 3/2017

SCALE @ 24" X 36"  
 DATE: SEP '23  
 DRAWN BY: J.P.

**SITE PLAN**

687551 HWY 2  
 BRANT, ON  
 Peer - Working

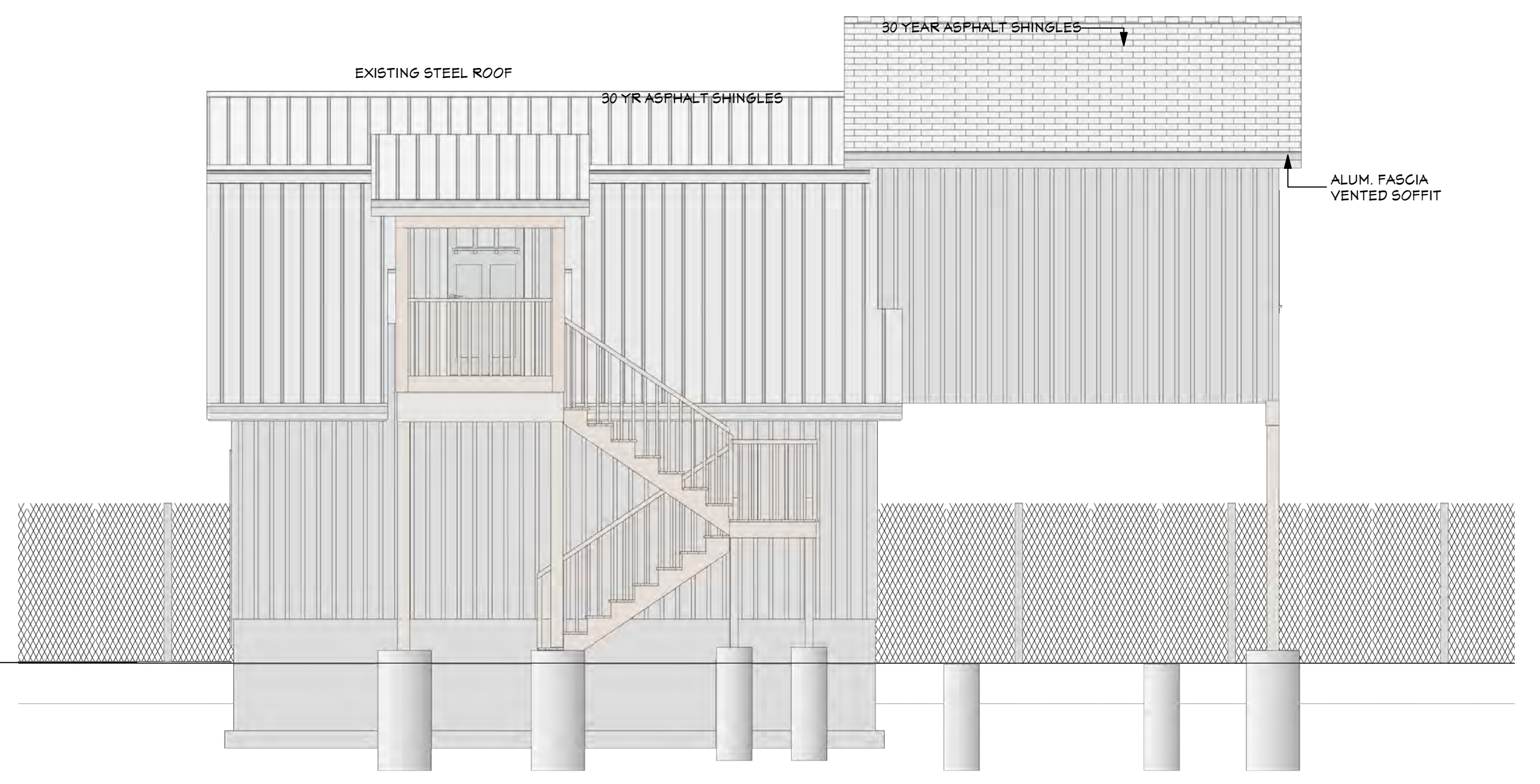
**360 Design Build Inc.**  
 2302 Dumfries Rd, Cambridge, ON  
 519.220.9715  
 360designbuild.com



The undersigned has reviewed and takes responsibility for this design and has the qualifications as an "Other Designer" and meets the requirements set out in the Ontario Building Code.  
 JEFF PYS  
 NAME SIGNATURE BCIN # 34533



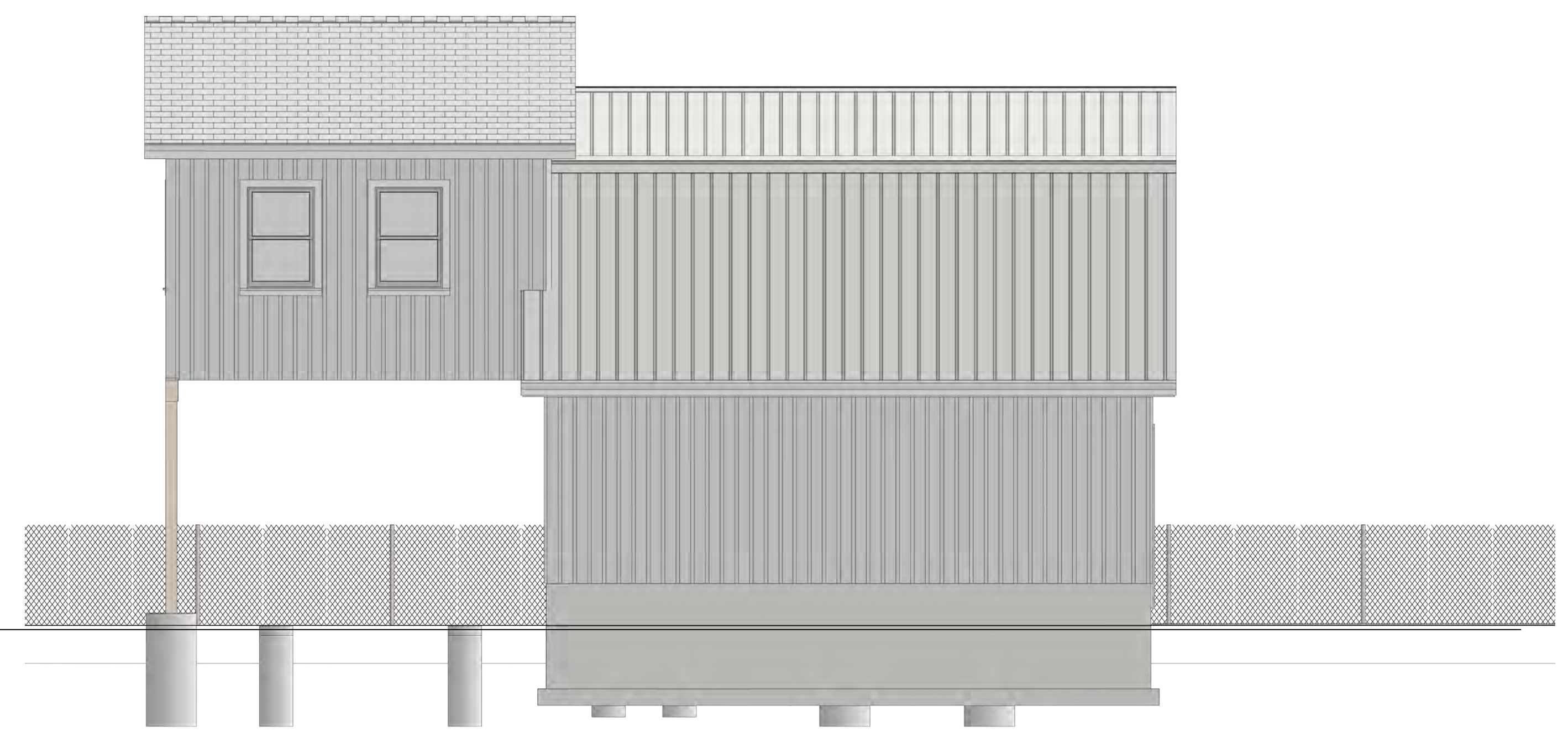
**SOUTH ELEVATION**  
1/4"=1'



**EAST ELEVATION**  
1/4"=1'



**NORTH ELEVATION**  
1/4"=1'



**WEST ELEVATION**  
1/4"=1'

Plate 4: Applicants' Sketch - Elevations  
 File No. A01-24 (Peer)  
 Pt Lot 3, Concession 1 (Blenheim), Township of Blandford-Blenheim - 687551 Highway 2

SHEET NUMBER  
**3**

SCALE @ 24" X 36"  
 DATE: SEP '23  
 DRAWN BY: J.P.

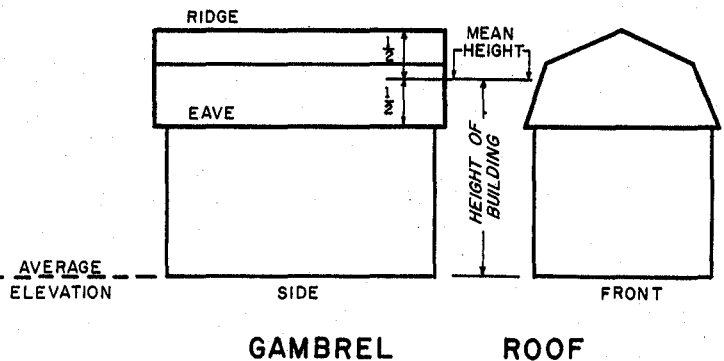
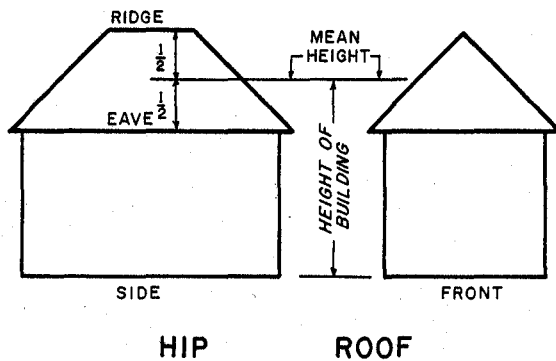
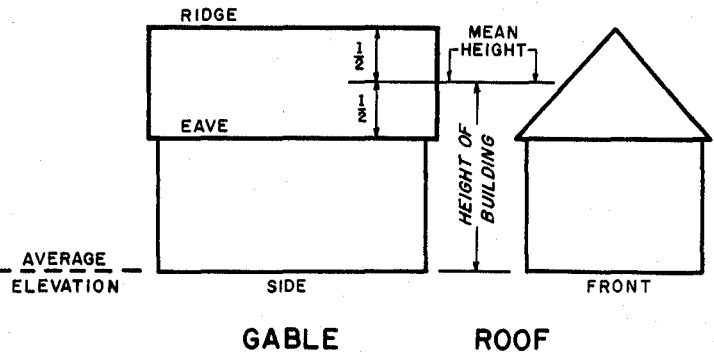
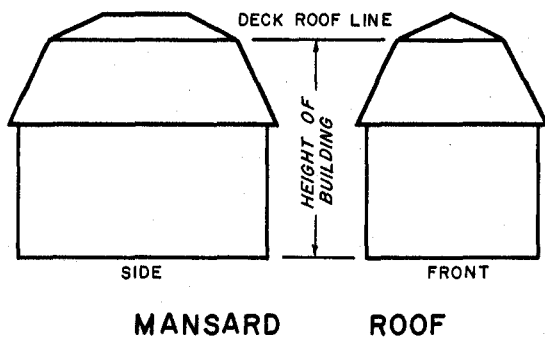
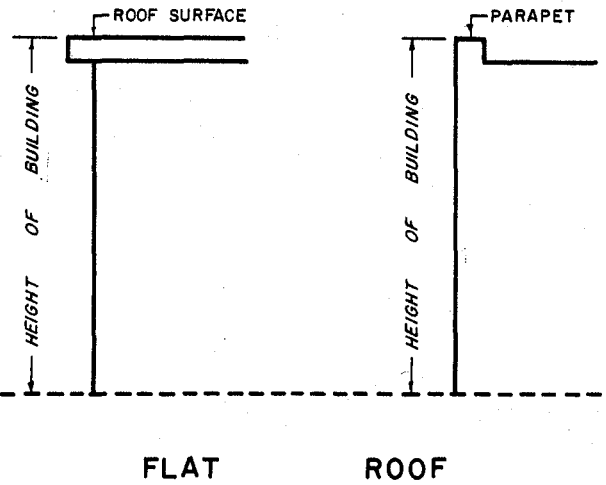
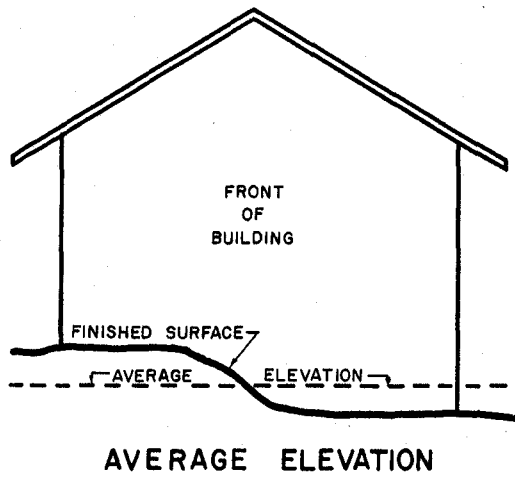
**ELEVATIONS**

687551 HWY 2  
 BRANT, ON  
 Peer - Working

**360 Design Build Inc.**  
 2302 Dumfries Rd, Cambridge, ON  
 519.220.9715  
 360designbuild.com



### ILLUSTRATION OF HEIGHTS OF BUILDINGS



THE ABOVE ILLUSTRATIONS ARE FOR CLARIFICATION PURPOSES ONLY AND DO NOT FORM PART OF THIS BY-LAW.

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

**From: Dustin Robson, Development Planner, Community Planning**

## Report Title

### REPORT HIGHLIGHTS

---

- The Zone Change Application proposes to rezone the retained lot resulting from Consent Application B23-26-1 from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR).'
- The related consent application was approved by the Oxford County Land Division Committee on November 2, 2023. The Zone Change Application is required to fulfill a condition of the consent.
- Planning staff are recommending that the application be approved as it is consistent with the Provincial Policy Statement and maintains the intent and purpose of the Official Plan with respect to farm consolidations and non-farm rural residential development in prime agricultural areas.

### DISCUSSION

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#### Background

OWNER/APPLICANT: Jay David Clare  
52 Fourth Concession Road, Burford, ON N0W 1A0

SOLICITOR: Jacob Williams  
Suite 1101 - 130 Dufferin Avenue, London, ON N6A 5R2

LOCATION:

The subject lands are described as Part Lot 19, Concession 5, in the former Township of Blenheim, now in the Township of Blandford-Blenheim. The lands are located on the south side of Township Road 6, between Highway 401 and Gobles Road, and are municipally addressed as 786660 Township Road 6.

OFFICIAL PLAN:

Schedule "B-1"	Township of Blandford-Blenheim Land Use Plan	'Open Space and Environmental Protection'
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TOWNSHIP OF BLANDFORD-BLENHEIM 1360-2002:

Existing Zoning: 'General Agricultural Zone (A2)'  
Proposed Zoning: 'Rural Residential Zone (RR)'

PROPOSAL:

The Zone Change Application proposes to rezone the retained lot resulting from Consent Application B23-26-1 from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR).' The related consent application was approved by the Oxford County Land Division Committee on November 2, 2023. The subject Zone Change Application is a requirement to fulfill a condition of the consent.

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 surrounding area.

Plate 3, Aerial Photography (2020) – Zoomed In, provides an aerial view of the subject lands and surrounding area.

Plate 4, Applicant's Sketch, shows the configuration and dimensions of the lands to be retained as proposed by the applicant.

Plate 5, Applicant's Sketch – Zoomed In, shows the configuration and dimensions of the lands to be retained as proposed by the applicant.

## **Application Review**

### 2020 Provincial Policy Statement

Section 2.3 of the PPS directs that prime agricultural areas shall be protected for long term agricultural use. In prime agricultural areas, permitted uses include agricultural uses, agriculture-related uses, and on-farm diversified uses. All types, sizes, and intensities of agricultural uses and normal farm practices shall be promoted and protected in accordance with provincial standards. New land uses, including the creation of new lots, shall comply with the Minimum Distance Separation formulae (MDS I).

Furthermore, Section 2.3.4 (Lot Creation and Lot Adjustments) 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 in adapting the operation in the future;
- 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.

The creation of new residential lots in prime agricultural areas shall not be permitted, except in accordance with policy 2.3.4.1(c), which permits a lot for a surplus residence subject to the area of the new lot being limited to a minimum size needed to accommodate the uses and appropriate sewage and water services.

#### Official Plan

The subject lands are located within both the 'Open Space' and 'Environmental Protection' designations according to the Township of Blandford-Blenheim Land Use Plan in the Official Plan. The lot to be retained would be located entirely within the 'Open Space' designation. For the consideration of severances within the 'Open Space' designation outside of a settlement it is directed that the Agricultural Reserve policies in Section 3.1 will apply.

According to Section 3.1.1, the goal of the Agricultural Reserve policies is to ensure prime agricultural lands are preserved for food and fibre production by avoiding the fragmentation of the land base, by minimizing conflict between agricultural and non-agricultural uses, and by supporting the needs of the agricultural community by permitting land uses which are complementary to, and supportive of, agriculture.

The goal of the Agricultural Reserve designation is to minimize conflict with farm operations, including commercial, industrial, and residential development.

Further, a strategic aim of the Agricultural Reserve policies is to prevent situations of land use conflict in the agricultural designations by careful management of non-farm uses, including rural residential development, recreational uses, commercial and industrial uses, and aggregate resource extraction.

The policies of Section 3.1.4.4.1 (Farm Consolidation) apply to proposals where lands being conveyed are to be added to an adjoining farm property. The following criteria will be evaluated to determine the acceptability of severing agricultural land for farm consolidation purposes:

- The intended use of the lands must be farming;
- Proposals to consolidate farm parcels must conform to the provisions of the Zoning By-Law;
- Conformity with criteria regarding flexibility, suitability, viability, and avoidance of further fragmentation of Class 1 to 3 agricultural lands and removal of woodlots;
- Compliance with Minimum Distance Separation formulae II (MDS II); and,
- Compliance with Section 3.2 Environmental Resource policies.

In addition to the above farm consolidation policies, an evaluation system has been included in the County Official Plan under Section 3.1.5.4 (Rural Residential Uses) to provide an impartial and consistent method of evaluating proposals which would result in non-farm rural residential development within the Agricultural Reserve designation. The system is designed to evaluate proposals on the basis of criteria such as agricultural land preservation, location, land use compatibility, and environmental compatibility. Points are assigned to each factor to reflect that particular factor's level of importance in supporting the goal for agricultural policies.

At the time that the associated Application for Consent was considered, the previous policies regarding the creation of non-farm rural residential lots were in place and consulted. According to the previous policies of the Official Plan, proposals for non-farm residential development which accumulate less than +12 points may be considered for approval, provided that the proposal conforms to the general policies for such consent applications.

On-farm dwellings are to be considered as part of the farm unit and consent to sever any surplus farm dwellings will not be permitted by the Land Division Committee unless the proposal involves a farm consolidation in accordance with the above policies.

In this case, the proposal to retain approximately 0.6 ha (1.4 ac) for non-farm rural residential purposes would accumulate +8 points, as follows:

<u>Site Assessment Factors</u>	<u>Points</u>
Land Capability for Agriculture	N/A
Surrounding Agricultural Land Use	+10
Compliance with the Minimum Distance Separation I	0
Surrounding Extractive Resource Land Use	0
Access to Major Roads	0
Traffic Safety	0
Surplus Farm Dwelling	-2
Heritage	<u>0</u>
<b>Total</b>	<b>+ 8</b>

The final step of the evaluation system consists of general policies for the consideration of non-farm rural residential severance proposals. It is the intent that new or expanded non-farm rural residential lots will be as small as is practical in order to preserve the County’s agricultural land base.

Severance proposals to create new or expanded lots for non-farm rural residential development will generally not exceed 0.8 ha (2.0 ac) in area. Proposals seeking to sever parcels larger than this limit will only be permitted where it can be demonstrated that the additional area is required to accommodate private services, where the topography of the area has limitations for agriculture, or where the proposed lots are physically isolated by natural features such as streams.

The subject lands are located within an Earth Science Area of Natural and Scientific Interest (ANSI). The ANSI in question is known as the Ingersoll Moraine. Section 3.2.5.2.1 outlines that development, which includes severances, may be permitted provided that the following criteria are satisfied:

- That the proposed development or site alteration conserves the topography, stratigraphic exposures and other geologically defining features for which the area was identified; and,
- That the proposed site design and planning will preserve the character of the geological features on which the Ministry of Natural Resources has based its classification.

Given that the intent of the proposal is to convey the lot to be severed to an existing agricultural operation and farming will continue to be the intended purpose staff are of the opinion that the proposal will not negatively impact the existing ANSI.

Zoning By-law

The subject lands are currently zoned ‘General Agricultural Zone (A2)’ in the Township of Blandford-Blenheim Zoning By-Law. The ‘A2’ zone permits a variety of agriculture-related uses, including a farm, a regulated farm, and a single-detached dwelling if accessory to a farm or a regulated farm. The ‘A2’ zone requires a minimum lot area of 30 ha (74.1 ac) and a minimum lot

frontage of 100 m (328.1 ft). Once merged, the newly enlarged lot will be approximately 95.1 ha (234.9 ac), with approximately 596 m (2,052.7 ft) of frontage on Township Road 6 and will continue to meet the provisions of the 'A2' zone with respect to lot area, frontage, and depth.

The lot to be retained is proposed to be used for non-farm rural residential purposes and will be rezoned to recognize the use of the lands accordingly. The 'Rural Residential Zone (RR)' requires a minimum lot area of 2,800 m<sup>2</sup> (30,139 ft<sup>2</sup>), a minimum lot frontage of 35 m (114.8 ft), and a minimum lot depth of 80 m (262.5 ft). The lot to be retained is proposed to have an area of 0.6 ha (1.4 ac), frontage of approximately 100 m (328 ft) on Township Road 6, and a depth of 100 m (328 ft).

### Agency Comments

The Township Chief Building Official, Township Drainage Superintendent, the Township's Director of Public Works, the Oxford County Public Works Department, Canada Post, and Enbridge Gas have indicated no concerns with the proposal.

### Public Consultation

Public Notice of the Zone Change Application was 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**

The proposal to rezone the subject lands will facilitate a farm consolidation and the retention of a lot for non-farm rural residential use.

It is proposed that approximately 49.6 ha (122.5 ac) of agricultural land will be severed and added to the existing farm parcel to the immediate west, which is approximately 45.5 ha (112.4 ac) in area, for a total farm parcel size of approximately 95.1 ha (234.9 ac). The resulting agricultural lot size and configuration is consistent with PPS direction of maintaining farm parcels of adequate size to adapt to changing agricultural conditions.

The retained parcel will be approximately 0.6 ha (1.4 ac) in area and will be used for non-farm rural residential purposes. As previously outlined, a lot for a surplus residence is permitted as part of a farm consolidation subject to the area of the new lot being limited to a minimum size needed to accommodate the use and appropriate sewage and water services. Given the lot size, staff are generally satisfied that the proposal is consistent with the policies of the PPS regarding non-farm rural residential uses and lot creation in prime agricultural areas.

The proposal also appears to maintain the general intent of the Official Plan. The newly enlarged parcel will continue to be used for agricultural purposes, will not result in further fragmentation of agricultural land, and the increase in parcel size will aid in flexibility for future changes in the type of farm operation beyond its current capabilities. Once merged, the lots to be severed and enlarged will maintain the minimum lot area, frontage, and depth requirements of the 'A2' zone.

In light of the foregoing, it is the opinion of this Office that the application is consistent with the policies of the PPS and maintains the general intent and purpose of the Official Plan. As such, Planning staff are satisfied that the application can be given favourable consideration.

## **RECOMMENDATIONS**

---

It is recommended that the Council of the Township of Blandford-Blenheim approve the Zone Change Application submitted by Jay David Clare, whereby lands described as Part Lot 19, Concession 5 (Blenheim), Township of Blandford-Blenheim, are to be rezoned from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR).'

## **SIGNATURES**

---

**Authored by:**                    *'original signed by'*                    Dustin Robson, MCIP, RPP  
Development Planner

**Approved for submission by:** *'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**



0 409 818 Meters

NAD\_1983\_UTM\_Zone\_17N



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

August 30, 2023



**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 Retained and Rezoned to RR

Lot to be Severed

Lot to be Enlarged

**Notes**



0 409 818 Meters

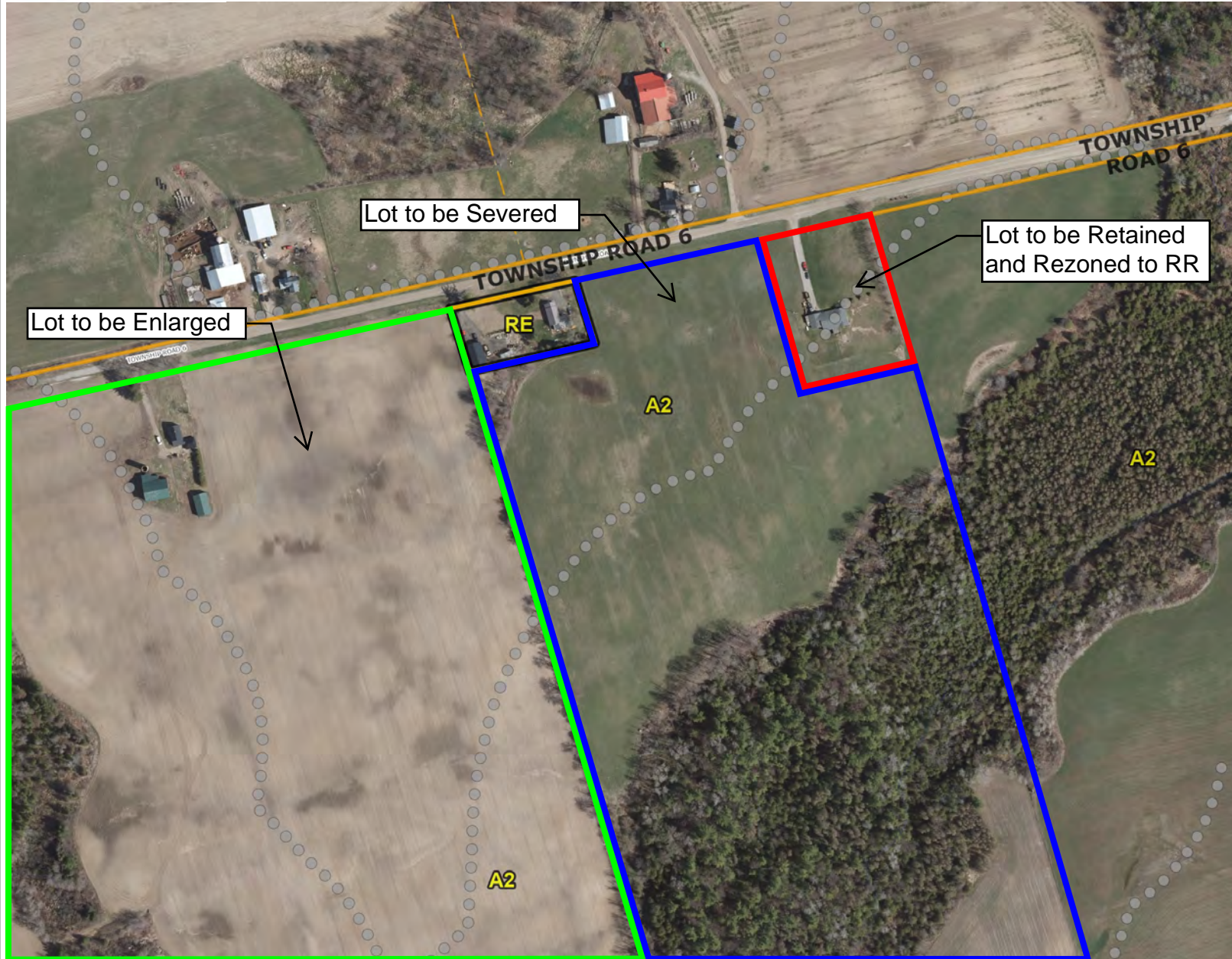


NAD\_1983\_UTM\_Zone\_17N



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

August 30, 2023



### Legend

**Parcel Lines**

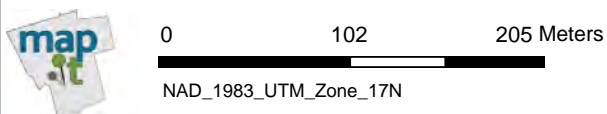
- Property Boundary
- Assessment Boundary
- Unit
- Road
- Municipal Boundary

**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

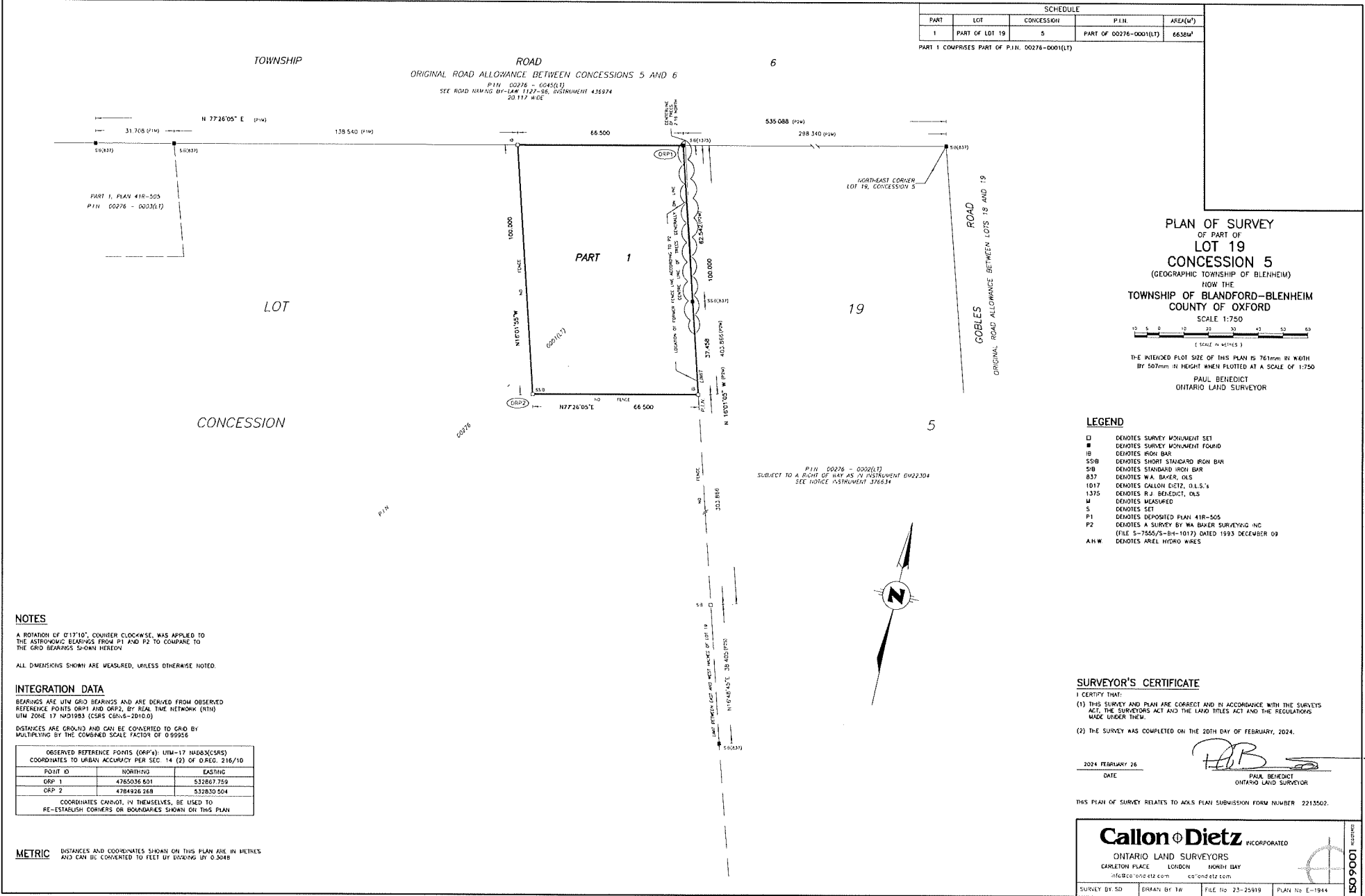


This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

August 30, 2023

Plate 4: Applicant's Sketch  
 File No. ZN1-23-05 (Clare)  
 Part Lot 19, Concession 5 (Blenheim), Township of Blandford-Blenheim, 786660 Township Road 6

Disc:\p1\Envs\p10\_1007\BFB-CON-ACC\10\_05\_14\B161752



**NOTES**

A ROTATION OF 0°17'10", COUNTER CLOCKWISE, WAS APPLIED TO THE ASTRONOMICAL BEARINGS FROM P1 AND P2 TO COMPARE TO THE GRID BEARINGS SHOWN HEREON

ALL DIMENSIONS SHOWN ARE MEASURED, UNLESS OTHERWISE NOTED.

**INTEGRATION DATA**

BEARINGS ARE UTM GRID BEARINGS AND ARE DERIVED FROM OBSERVED REFERENCE POINTS ORP1 AND ORP2, BY REAL TIME NETWORK (RTN) UTM ZONE 17 NAD1983 (CSRS CBNS-2010.0)

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COVERED SCALE FACTOR OF 0.99985

OBSERVED REFERENCE POINTS (ORP's): UTM-17 NAD83(CSRS) COORDINATES TO LIBRARY ACCURACY PER SEC. 14 (2) OF O.REG. 216/10		
POINT ID	NORTHING	EASTING
ORP 1	4785036.801	532837.759
ORP 2	4784926.268	532830.504

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN

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

# SKETCH/SITE PLAN

USE THIS PAGE FOR SKETCH (OR SURVEY PLAN IF AVAILABLE) AND ATTACH TO THE APPLICATION FORM.

WITHOUT SKETCH OR SURVEY PLAN, THE APPLICATION WILL NOT BE PROCESSED.

SKETCH OR SURVEY PLAN MUST CONTAIN THE INFORMATION SET OUT IN ITEM 5 OF THE ZONE CHANGE APPLICATION GUIDE.

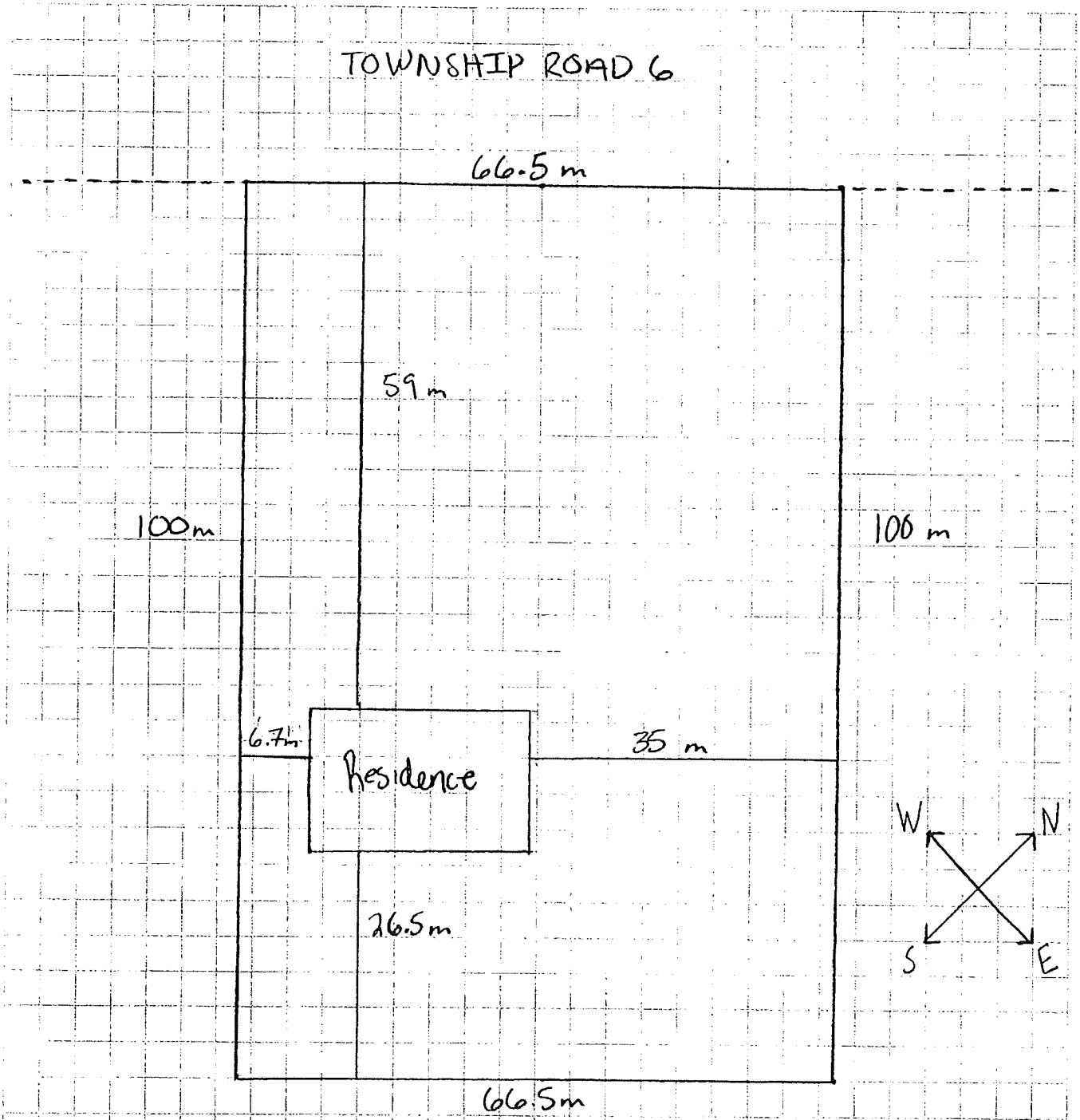


Plate 5: Applicant's Sketch - Zoomed In

File No. ZN1-23-05 (Clare)

Part Lot 19, Concession 5 (Blenheim), Township of Blandford-Blenheim, 786660 Township Road 6

SCALE: 1 square = 4 m x 4 m

# 2023 Year in Review

[ruraloxford.ca](http://ruraloxford.ca)



## Your Rural Economic Development Team



**CRYSTAL VAN ROEKEL**  
Economic Development  
Officer

**RONDA STEWART**  
Economic Development  
Director

# Business Support

338

GENERAL & MARKETING INQUIRIES + OUTREACH CALLS TO BUSINESS

37

EXPANSION SUPPORT INQUIRIES

56

LAND & DEVELOPMENT INQUIRIES

28

BUSINESS SITE VISITS

24

EVENTS ATTENDED

\$7.5M+

INVESTED BY 14 PRIVATE SECTOR COMPANIES

13

BUSINESS FEATURES ON THE RURAL OXFORD SHOPPING CHANNEL

8

RURAL BUSINESS GRAND OPENINGS & ANNOUNCEMENTS

201,550

PERSON REACH ACROSS OUR SOCIAL MEDIA CHANNELS

# Impact & Engagement

## Local Marketing & Communications

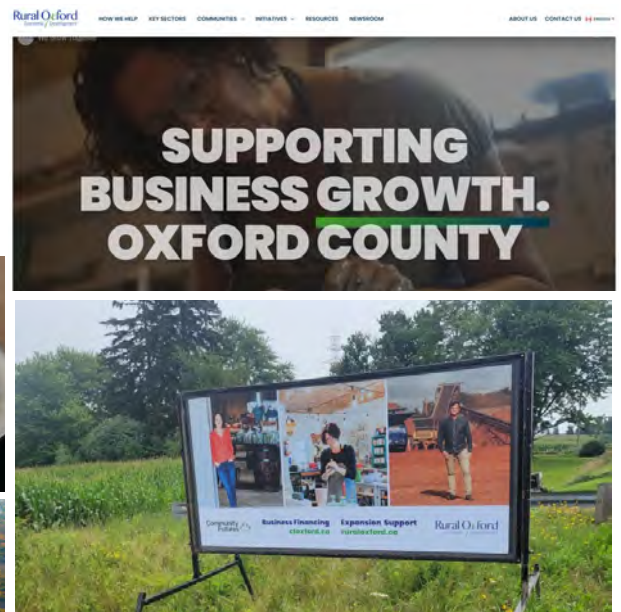


24 Rural Business Stories

20 Community & Program Updates



201,550 Reach  
+ 1150 New Followers



[ruraloxford.ca/networking](https://ruraloxford.ca/networking)

# 8 Rural Networking Events Hosted

5 Business-to-Business. 3 Volunteer Appreciation Events.  
125 Attendees.



[ruraloxford.ca/networking](http://ruraloxford.ca/networking)

2023 Rural Oxford Economic Development Year in Review

## Grand Openings & Announcements

Rising Roots & Embro Family Pharmacy in Zorra Township  
Makkink's Flower Farm Cafe in Norwich Township



2023 Rural Oxford Economic Development Year in Review

# Grand Openings & Announcements

The Butcher Barn & The Bright Garden in Blandford-Blenheim Township



**THE BRIGHT GARDEN**



2023 Rural Oxford Economic Development Year in Review

# Grand Openings & Announcements

The Hot Oven, Orange Door Acres & New Galma Dairy in South-West Oxford Township



2023 Rural Oxford Economic Development Year in Review

# Collaborative Community Partners



2023 Rural Oxford Economic Development Year in Review



**CANADA'S  
OUTDOOR  
FARM SHOW**

Bringing crops to  
**life in the field**

September 12 - 14, 2023  
[outdoorfarmshow.com](http://outdoorfarmshow.com)

FIND US @ **DISCOVERY FARM**  
WOODSTOCK



*Working Together*



2023 Rural Oxford Economic Development Year in Review

# Workforce Development

WorkinOxford.ca. Local Career Expos. EmployerONE Survey.



**Find a Great Job in Oxford County**

Search by job, company or location

[Browse All Jobs](#)



**EMPLOYERONE survey**  
Your Workforce. Our Future.

**BUSINESSES BIG AND SMALL ARE INVITED TO TAKE THE SURVEY**

 **Canada**  **Ontario**

2023 Rural Oxford Economic Development Year in Review

## Tourism Innovation Grant Winners

Combined \$85K Invested. 7 Jobs Created.  
11,480+ Visitors Welcomed!



**TOURISM INNOVATION GRANT RECIPIENT**

**Gunn's Hill Artisan Cheese**



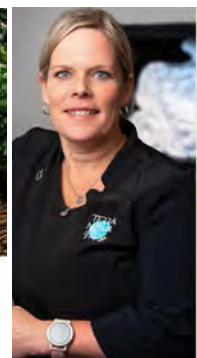
**TOURISM INNOVATION GRANT RECIPIENT**

**Sixtythree Restaurant**



**TOURISM INNOVATION GRANT RECIPIENT**

**Berrylicious Fruit Farm**



**TOURISM INNOVATION GRANT RECIPIENT**

**Terra Nova Nordic Spa**

 **Community Futures**

 **Rural Oxford**

 **Tourism Oxford**

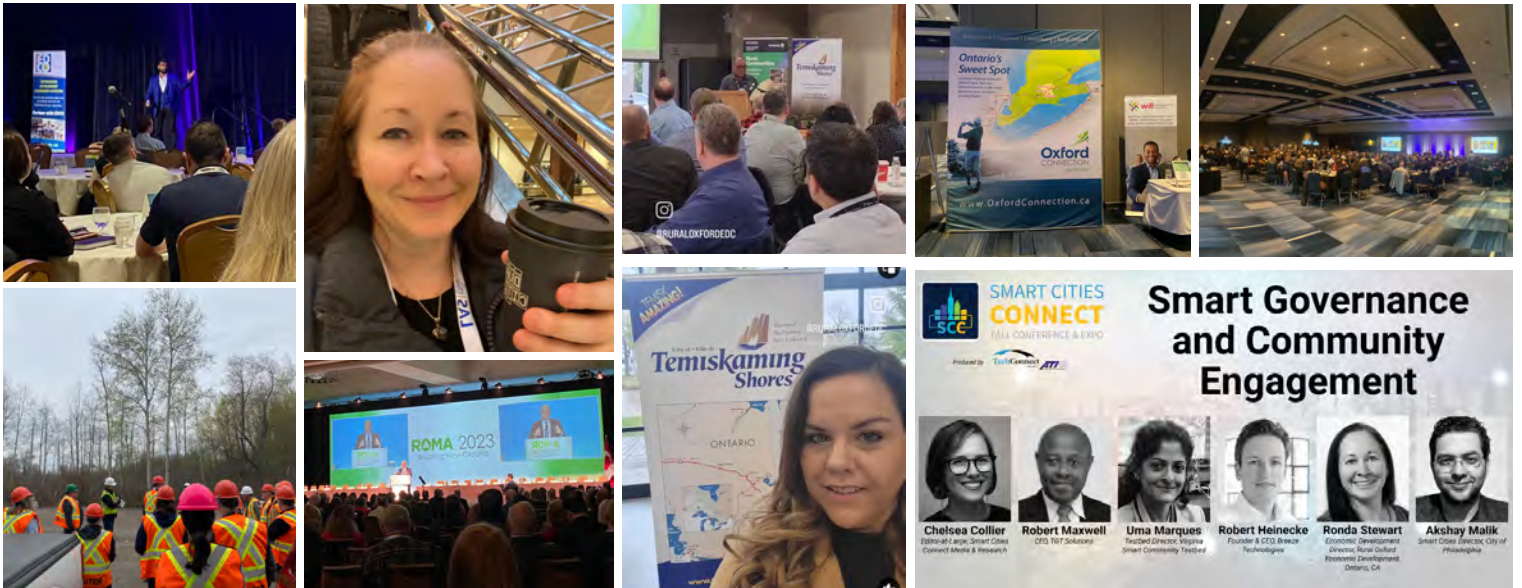
2023 Rural Oxford Economic Development Year in Review

# Welcome to Oxford County - FAM Tour Award



2023 Rural Oxford Economic Development Year in Review

## Continuous Learning & Development



2023 Rural Oxford Economic Development Year in Review

# About Rural Oxford Economic Development

## 1 PROUDLY SERVING YOU

In 2014, a Rural Oxford Prosperity Committee proactively formalized itself as Rural Oxford Economic Development - a non-profit corporation with a clear mission to support business growth and development across Rural Oxford.

## 2 WE'RE IN THIS TOGETHER

Each Member Municipality appoints two community representatives to serve on our governance Board to help set strategy, oversee operations, and ensure fiduciary accountability. Our Board & Staff teams work together in our shared commitment to support Rural Oxford as a whole.

## 3 ACCOUNTABILITY

The financial and governance commitment of the five Member Municipalities has provided a solid foundation for the organization since establishing in 2014. The Township of EZT provides additional support by way of Financial & HR Administration.



## Thank You to Our Member Municipalities



## February/March 2024 Economic Development Activity

### Business Support:

- a. General Business/Marketing Support Interactions: 21
- b. Workforce Support/Outreach: 50+
- c. Location & Development Conversations: 8
- d. Business Visits: 2
- e. Events Attended: 5

### Location & Development Conversations by Industry:

Printing & Distribution, Construction Manufacturing, Agri-Business, Religious Institution, Aquaculture, Commercial Space for Lease

### Events Attended:

Oxford County Career Expo, Western Ontario Housing Summit, CFO's International Women's Day Luncheon, SCOR EDC AGM, Oxford County Builders Association Launch & Information Session

### Projects & Partner Collaboration:

- a. 10<sup>th</sup> Anniversary & Awards Event on May 23rd from 5pm - 9pm
  - 2 Committee Meetings: Confirmed key partner sponsorships, venue, catering, event rentals, table decorations, photographer, photobooth, video presentation, award design, invitation list including contact information, award categories and criteria, digital award nomination form and digital invitation link created, itinerary drafted, first round of email invitations sent, award program rolled out (closes April 19<sup>th</sup>)
  - Next Steps: Staff to confirm emcee(s), dinner music, a/v requirements; finalize itinerary, contact award nominees and create a shortlist; Committee to review shortlist and determine finalists at April 26th Committee Meeting
- b. Oxford Rural Entrepreneurs 2024 Networking Event Series
  - Wednesday Evening Dates: April 10, May 8, June 12, July 10, August 14
  - Hosts: Bright Cheese (Blandford-Blenheim), Willow Grove Animal Wellness Centre (Norwich), Guns Hills (Norwich), Deep Purple Lavender Farm (Zorra), Orange Door Acres (South-West Oxford)
  - We have an idea for a fall Networking Event in EZT, Details TBD
  - Join Us! Registration is Free: <https://ruraloxford.ca/initiatives/networking>

- c. 8 NEW Local Success Stories added to our Newsroom
- There are so many great stories to read about the people and businesses in Rural Oxford: <https://ruraloxford.ca/news>
  - Fresh Produce Anyone, Milky Way (Sweaburg); From Rural Oxford's Backroads to Your Front Door, Blue Cow Delivery (Norwich); Oxford County Career Expo; Oxford Rural Entrepreneurs Networking is Back; The Bright Garden – Bringing Brightness to You; Oasis of Luxury in Thamesford – Extended Beauty Spa & Training Studio; Oxford County Tourism Innovation Grant Recipients 2024; Oxford County Builders Association Makes its Return!
- d. Oxford County Career Expo – March 21<sup>st</sup> from 8am-6pm
- Key Partner on this Community Employment Services initiative
  - Coordinated a rural municipality booth for the five townships
  - Outcomes: 150 Employers on location with 5000+ students and job seekers attending the Career Expo to participate in this interactive community event
  - Next Steps: Meet with Community Employment Services to debrief and discuss sustainability/support needed to run this community-wide Career Expo in 2025
  - Learn More Here: <https://workinoxford.ca/career-expo>
- e. Tourism Innovation Grant Program
- Community Futures Oxford, Tourism Oxford and Rural Oxford EDC awarded three \$3000 grants to local businesses that will develop or expand tourism experiences in Oxford County in 2024
  - Attended the Tourism Pitch Night with Panel of Judges
  - The Rural Business Recipient – Thames River Melon – plans to create an educational experience around beekeeping, honey and pollinators.
  - Learn More Here: <https://ruraloxford.ca/oxford-county-tourism-innovation-grant-recipients-2024/>
- f. Canada's Outdoor Farm Show (COFS) – September 10,11 & 12, 2024
- Ongoing discussions with COFS staff to discuss partnership opportunities to run a vendor style booth showcasing 12 Rural Oxford businesses at the show
  - RED grant submitted on February 20<sup>th</sup> ahead of submission deadline
  - Next Steps: await RED's decision and continue planning
- g. Community Connection Meetings:
- Small Business Centre; Oxford County Economic Development Group; Community Futures Oxford & Tourism Oxford re: Grant Program; Ingersoll BIA re: Gift Card Program; Mash Up Labs with Community Futures Oxford; Mash Up Labs with WOWC, SCOR EDC, Southern First Nations Secretariat, Elgin County

Economic Development, and Community Futures Western Ontario;  
Tavistock Chamber; Career Expo Planning; EZT/SCOR EDC re: Transit System  
Support & Rider Survey Development; Woodstock Agricultural Society re: Rural  
Booth at Woodstock Fair; FedDev Ontario; Policy Planning re: Ag Policies;  
Oxford County, Area Municipalities & EDO's re: Development Charges Study

**Governance & Administration:**

- a. Corresponded with Lawyer to gain clarity on Board questions related to the Draft Bylaw No. 4 & Articles of Amendment - Corporate Form 1
- b. Scheduled 2023 Year in Review Delegations with 5 Rural Township Councils
- c. Met with Josh Brick, Blandford-Blenheim's New CAO
- d. Supported Auditor requests for Year End Audit
- e. Prepared for and organized two 10<sup>th</sup> Anniversary Committee Meetings
- f. Board Meeting Preparation

## Public Works MEMORANDUM

**TO:** Township of Blandford Blenheim Council

**FROM:** David Simpson, Director of Public Works

**DATE:** April 11, 2024

**RE:** **Drumbo Wastewater Treatment Plant Capacity Expansion  
Municipal Class Environmental Assessment Study -  
Notice of Commencement, Village of Drumbo**

---

Oxford County is initiating a Municipal Class Environmental Assessment (EA) Study to explore a wide range of possibilities for expanding the Drumbo Wastewater Treatment Plant (WWTP) to a capacity of 660 m<sup>3</sup> per day. This expansion aims to support the growing wastewater servicing needs within the Village of Drumbo in the Township of Blandford-Blenheim. The Study Area is shown in the attached Notice of Study Commencement.

This Class EA Study is being carried out in accordance with the planning and design process for Schedule 'C' projects as outlined in the Municipal Engineers Association *Municipal Class Environmental Assessment (2023)*, which is approved under the Ontario *Environmental Assessment Act*. Any potential impact of the project alternatives on social, cultural, economic, and natural environments will be evaluated and assessed during the Class EA Study.

MTE consultants has been retained to assist in undertaking the Class EA Study to assess a range of capacity expansion / upgrades and alternatives in order to determine the most appropriate solution that will support the growing wastewater servicing needs within the Village of Drumbo in the Township of Blandford-Blenheim.

Public and review agency consultation is a key element of the Class EA process and input will be sought throughout the process. The Notice of Study Commencement will appear in the Oxford Review on April 17, 2024 and project information and updates will be posted to *Speak Up, Oxford!* at the following link <https://speakup.oxfordcounty.ca/drumbo-wwtp-expansion>. The notice of Commencement will also be sent to those listed on the master contact list for this project.



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

Encl. Notice of Study Commencement





# TOWNSHIP OF BLANDFORD-BLENHEIM

## Agenda Item

<b>To:</b>	Members of Council	<b>From:</b>	Adam Degier Drainage Superintendent
<b>Reviewed By:</b>	Josh Brick	<b>Date:</b>	April 24, 2024
<b>Subject:</b>	Monthly Report	<b>Council Meeting Date:</b>	May 1, 2024
<b>Report #:</b>	DS-24-12		

---

### Recommendation:

That Report DS-24-12 be received as information

### Background:

Monthly activities of the Drainage Department to April 24, 2024

### Analysis/Discussion

- Working on drain maintenance and various site meetings to review work required with ratepayers
- Commenting on planning applications
- 21 locates for ON 1 Call in April 2024 including 0 emergency locates
- Princeton Drainage System 2022: Ongoing – Work on the second storm pond in the south east corner of Princeton is moving along – the outlet has been installed.

*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. Phase 3 awarded to Viewcon Construction Ltd.

- Baker Drain: Tender awarded – April 17, 2024

*Background:* Council accepted petition on September 7, 2022 for repair and improvements. Engineer filed report dated January 9, 2024. Tender awarded April 17, 2024.

- Mitchell Drain: Tender awarded – April 17, 2024

*Background:* Last petition was received on October 18, 2023. Engineer filed report dated December 15, 2023. Tender awarded April 17, 2024.

- Hotson Drain: Work began the week of November 20, 2023 work is 90% complete.

*Background:* Drainage petition received by Council June 15 2022. Engineer appointed August 3, 2022. Report filed August 8, 2023, by Curtis MacIntyre P. Eng. Report was accepted on September 6, 2023.

- 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

## Agenda Item

**To:** Members of Council

**From:** Trevor Baer

**Reviewed By:** Josh Brick, CAO/Clerk

**Date:** April 23 2024

**Subject:** Monthly Report – March

**Council Meeting Date:**  
May 1 2024

**Report #:** CS-24-05

---

### **Recommendation:**

That Report CS-24-05 be received as information.

### **Background:**

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

### **Analysis/Discussion**

#### **Administration**

Staff have been reviewing tenders for the Plattsville Accessible Playground project. There will be a staff report about this project next council meeting.

#### **Arena**

Staff completed the season end process by shutting off the ice on April 7th and removing it entirely by April 9<sup>th</sup>.

We hosted the Wild West lacrosse tournament on April 13 2024. This included 6 teams at this tournament. Talking to the local restaurants and local hardware store sales increased from the impact of the tournament. Staff did not receive increase sales percent numbers, but all vendors said impacted their business in a positive way.

The Wild lacrosse team will be making the Plattsville arena home for the 2024 season. The season opener is May 4 2024. With season going till July then Playoffs will start.

#### **Parks**

Staff have been diligently preparing the parks for the upcoming season, ensuring a pristine environment for visitors. This includes tasks such as garbage collection, leaf removal, opening washrooms, and preparing playgrounds, baseball fields, sporting pads and splash pads for enjoyment. Our goal is to have them all ready for May 1. Splash pads will be opening June 1 2024.

Staff have commenced seasonal grass cutting earlier than usual in our parks this year. This proactive approach ensures that the parks remain well-groomed and enjoyable for visitors throughout the season.

Staff have been rolling the soccer fields and baseball fields to smooth out any bumps or uneven areas that may have developed over the winter season. This process helps to maintain the quality and safety of our grounds, ensuring a pleasant experience for all visitors.

## **Cemeteries**

Staff have initiated the spring clean-up process in our cemeteries, which involves tasks such as gathering leaves and sticks, topping up graves, and addressing any damage incurred during the winter season. This ensures that our cemetery grounds are well-maintained and respectful environments for visitors. We have also started some grass cutting in some cemeteries.

Thanks

Trevor Baer



# TOWNSHIP OF BLANDFORD-BLENHEIM

## Agenda Item

<b>To:</b>	Members of Council	<b>From:</b>	Josh Brick, CAO Ray Belanger, CBO
<b>Reviewed By:</b>		<b>Date:</b>	April 22, 2024
<b>Subject:</b>	2023 Building Reserve Report	<b>Council Meeting Date:</b>	May 1, 2024
<b>Report #:</b>	CAO-24-20		

---

### Recommendation:

**That Report CAO-24-20 be received as information.**

### Executive Summary:

The purpose of this report is to satisfy requirements set out within the Ontario Building Code Act related to the total fees collected and costs associated with administration and enforcement of the Building Code Act. As of December 31, 2023, the closing balance for the Building Reserve is \$197,061.50.

### Analysis/Discussion:

The Ontario Building Code Act requires each principal authority to prepare a yearly report to contain the following information:

- The total fees collected in the (12) month reporting period;
- The total direct and indirect costs of the administration and enforcement of the Building Code Act in the (12) month reporting period; and,
- The balance of the building reserve fund at the end of the (12) month reporting period.

It is important to note that the building department's services are solely funded by permit fees, and that the building department's permit fees include a reserve fund. The purpose of the reserve fund is to ensure that if there is an exceptional circumstance or irregular year (e.g. economic downturn impacting development activity) there are sufficient funds to maintain departmental services without affecting the Township-established service level within that department. Funds from the reserve can only be utilized for costs of delivering services in relation to the administration and enforcement of the Building Code Act. The reserve fund is not accessible to directly fund other municipal activities outside of that scope.

To comply with requirements set out in the Ontario Building Code, this report (attached) has been provided for the 2023 year:

<b>Statement of Reserves (Closing Balance December 31, 2023)</b>	<b>\$197,061.50</b>
--	---------------------

Respectfully submitted by:

Josh Brick  
Chief Administrative Officer

# Township of Blandford-Blenheim

## Building Services

	2023	YTD	YTD	YTD	%	
	Budget	Budget	Actual	Variance	Variance	Explanation of Significant Variances
		December	December			
<b>Revenue</b>						
<b>Licences &amp; Permits</b>						
01-2160-0230 BUILDING PERMITS	-200,000	-200,000	-291,752	-91,752	45.9%	
01-2160-0240 SITE PLAN APPLICATION FEE	-800	-800	-600	200	-25.0%	
01-2160-0245 SITE ALTERATION APPLICATION FEE	-400	-400	-50	350	-87.5%	
01-2160-0250 SEWER AND WATER PERMITS	-5,500	-5,500	100	5,600	-101.8%	
01-2160-0260 ZONE CHANGE APPLICATIONS / MINOR VARIANCES	-10,000	-10,000	-17,900	-7,900	79.0%	
<b>Total Licences &amp; Permits</b>	<b>-216,700</b>	<b>-216,700</b>	<b>-310,202</b>	<b>-93,502</b>	<b>43.1%</b>	
<b>Fines &amp; Penalties</b>						
01-2170-0271 PROP. STD. - BY-LAW INFRACTION	-	-	-105	-105	#DIV/0!	
<b>Total Fines &amp; Penalties</b>	<b>-</b>	<b>-</b>	<b>-105</b>	<b>-105</b>	<b>#DIV/0!</b>	
<b>Other Revenue</b>						
01-2170-0345 BUILDING & ZONING COMPL. CERT.	-2,500	-2,500	-3,060	-560	22.4%	
01-2170-0405 MISC. REIMBURSEMENTS	-	-	-5,274	-5,274	#DIV/0!	
01-2170-0495 SALE OF EQUIPMENT	-10,000	-10,000	-	10,000	-100.0%	
<b>Total Other Revenue</b>	<b>-12,500</b>	<b>-12,500</b>	<b>-8,334</b>	<b>4,166</b>	<b>-33.3%</b>	
<b>Contribution from Reserves</b>						
01-2180-0527 CONTRIBUTION FROM RESERVES	-40,000	-40,000	-	40,000	-100.0%	
<b>Total Contribution from Reserves</b>	<b>-40,000</b>	<b>-40,000</b>	<b>-</b>	<b>40,000</b>	<b>-100.0%</b>	
<b>Total Revenue</b>	<b>-269,200</b>	<b>-269,200</b>	<b>-318,641</b>	<b>-49,441</b>	<b>18.4%</b>	
<b>Expenses</b>						
<b>Salaries, Wages &amp; Benefits</b>						
01-2190-0550 REGULAR EARNINGS	72,802	72,802	107,884	35,082	48.2%	
01-2190-0551 Regular Earnings - Property Stds	8,225	8,225	-	-8,225	-100.0%	
01-2190-0553 Regular Earnings - Zoning	4,113	4,113	-	-4,113	-100.0%	
01-2190-0555 BENEFITS	23,458	23,458	33,054	9,596	40.9%	
01-2190-0557 BENEFITS - Property Stds	2,635	2,635	-	-2,635	-100.0%	
01-2190-0559 BENEFITS - Zoning	1,318	1,318	-	-1,318	-100.0%	
<b>Total Salaries, Wages &amp; Benefits</b>	<b>112,551</b>	<b>112,551</b>	<b>140,938</b>	<b>28,387</b>	<b>25.2%</b>	
<b>Administration Expenses</b>						
01-2192-0097 ADMINISTRATION SUPPLIES	750	750	98	-652	-86.9%	
01-2192-0588 EMPLOYEE HEALTH & SAFETY	300	300	-	-300	-100.0%	
01-2192-0602 ADVERTISING	400	400	-	-400	-100.0%	
01-2192-0606 COMPUTER SUPPLIES/MTCE/SOFTWARE	16,000	16,000	12,974	-3,026	-18.9%	

# Township of Blandford-Blenheim

## Building Services

	2023	YTD	YTD	YTD	%	
	Budget	Budget	Actual	Variance	Variance	Explanation of Significant Variances
		December	December			
01-2192-0608 CONTRACTED SERVICES	103,000	103,000	93,175	-9,825	-9.5%	
01-2192-0612 CONVENTIONS AND TRAINING	2,500	2,500	2,376	-124	-5.0%	
01-2192-0614 COUNTY PLANNING FEES	2,000	2,000	3,177	1,177	58.9%	
01-2192-0620 EMPLOYEE CLOTHING	600	600	-	-600	-100.0%	
01-2192-0624 ENGINEERING	1,000	1,000	339	-661	-66.1%	
01-2192-0635 LEGAL FEES	7,500	7,500	370	-7,130	-95.1%	
01-2192-0642 MEMBERSHIP DUES	700	700	675	-25	-3.6%	
01-2192-0666 SUBSCRIPTIONS	500	500	-	-500	-100.0%	
01-2192-0670 TELEPHONE - CELLULAR	750	750	800	50	6.7%	
01-2192-0674 MILEAGE	500	500	-	-500	-100.0%	
<b>Total Administration Expenses</b>	<b>136,500</b>	<b>136,500</b>	<b>113,984</b>	<b>-22,516</b>	<b>-16.5%</b>	
<b>Building &amp; Property Expenses</b>						
01-2192-0676 INSURANCE	8,790	8,790	8,790	-	-	
01-2193-0686 VEHICLE INSURANCE	562	562	564	2	0.4%	
01-2193-0813 VEHICLE EXPENSES	2,000	2,000	2,419	419	21.0%	
<b>Total Building &amp; Property Expenses</b>	<b>11,352</b>	<b>11,352</b>	<b>11,773</b>	<b>421</b>	<b>3.7%</b>	
<b>Other Expenses</b>						
01-2193-0608 CONTRACTED SERVICES - PROPERTY STANDARDS	-	-	4,046	4,046	#DIV/0!	
<b>Total Other Expenses</b>	<b>-</b>	<b>-</b>	<b>4,046</b>	<b>4,046</b>	<b>#DIV/0!</b>	
<b>Capital Expenditures</b>						
01-2196-0933 VEHICLE CAPITAL	50,000	50,000	-	-50,000	-100.0%	
<b>Total Capital Expenditures</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>-50,000</b>	<b>-100.0%</b>	
<b>Contribution to Reserves</b>						
01-2197-0956 CONTRIBUTION TO BUILDING RESERVE	5,000	5,000	5,000	-	-	
<b>Total Contribution to Reserves</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	
<b>Total Expenses</b>	<b>315,403</b>	<b>315,403</b>	<b>275,741</b>	<b>-39,662</b>	<b>-12.6%</b>	
<b>Total Building Services</b>	<b>46,203</b>	<b>46,203</b>	<b>-42,900</b>	<b>-89,103</b>	<b>-192.9%</b>	



7.6.38.2.2.1 *GROSS FLOOR AREA*

Maximum **162.5 m<sup>2</sup>** (1,750 ft<sup>2</sup>)

7.6.38.2.2.2 DISTANCE BETWEEN A DETACHED *ADDITIONAL RESIDENTIAL UNIT*  
AND THE PRINCIPAL DWELLING

Maximum **65 m** (213.2 ft)

7.6.38.2.3 *SPECIAL PROVISIONS FOR ACCESSORY BUILDINGS*

7.6.38.2.3.1 *GROSS FLOOR AREA*

Maximum **463.5 m<sup>2</sup>** (4,990 ft<sup>2</sup>)

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

READ a first and second time this 1<sup>st</sup> day of May, 2024.

READ a third time and finally passed this 1<sup>st</sup> day of May, 2024.

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Mark Peterson – Mayor

(SEAL)

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Sarah Matheson, Clerk

ZN 1-24-04

TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER 2431-2024

EXPLANATORY NOTE

The purpose of By-Law Number 2431-2024 is to rezone the lands from 'Special General Agricultural Zone (A2-G4)' to 'Special General Agricultural Zone (A2-38)' to permit a detached additional residential unit (ARU). Special provisions are included to permit an increase in the maximum gross floor area of the ARU and the maximum distance between the ARU and the principal dwelling. A special provision is also included to increase the maximum total lot coverage for accessory buildings.

The subject lands are described as Part Lot 7, Plan 6 (Blenheim), in the Township of Blandford-Blenheim. The lands are located on the west side of Blenheim Road, lying between Highway 401 and Township Road 8. The lands are currently municipally addressed as 936119 Township Road 8.

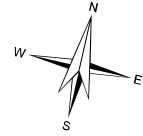
The Township of Blandford-Blenheim, after conducting the public hearing necessary to consider the application, adopted amending By-law Number 2431-2024. The public hearing was held on April 17, 2024 and Council did not receive any comments from the public respecting this application.

Any person wishing further information regarding Zoning By-Law Number 2431-2024 may contact the undersigned.

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

Telephone: 519-463-5374

# KEY MAP



 LANDS TO WHICH BYLAW 2431-2024 APPLIES



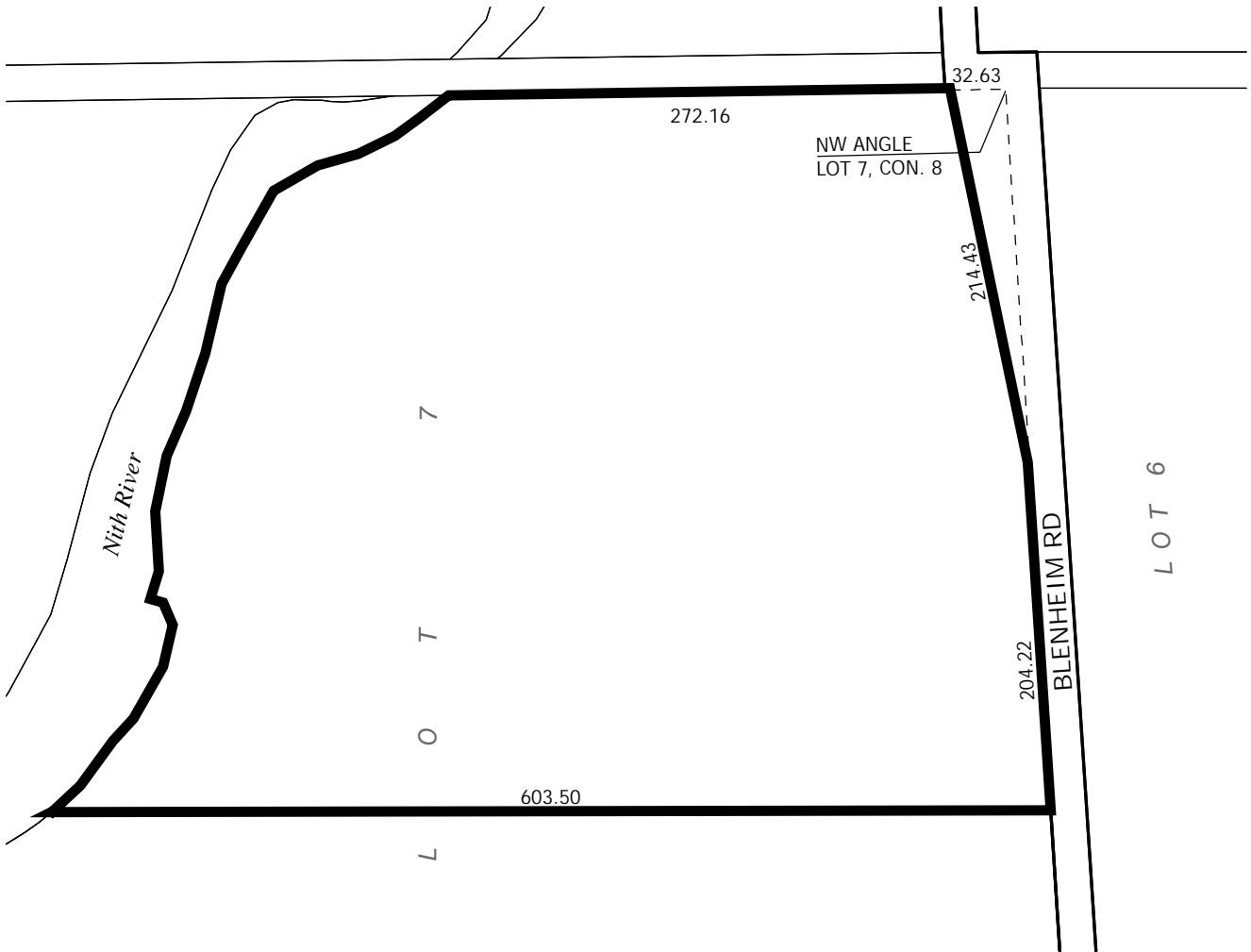
*Growing stronger together*

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# SCHEDULE "A"

TO BY-LAW No. 2431-2024

PART OF LOT 7, CONCESSION 6 (BLENHEIM)  
TOWNSHIP OF BLANDFORD-BLENHEIM



AREA OF ZONE CHANGE TO A2-38

NOTE: ALL DIMENSIONS IN METRES

THIS IS SCHEDULE "A"

TO BY-LAW No. 2431-2024, PASSED

THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK



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THE CORPORATION OF THE  
TOWNSHIP OF BLANDFORD-BLENHEIM  
BY-LAW NUMBER 2432-2024

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 Blandford-Blenheim, enacts as follows:

1. That Schedule "A" to By-Law Number 1360-2002, as amended, is hereby amended by changing to 'RR' the zone symbol of the lands so designated 'RR' on Schedule "A" attached hereto.
2. 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 1<sup>st</sup> day of May, 2024.

READ a third time and finally passed this 1<sup>st</sup> day of May, 2024.

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Mark Peterson - Mayor

(SEAL)

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Sarah Matheson, Clerk

ZN 1-24-05

TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER 2432-2024

EXPLANATORY NOTE

The purpose of By-Law Number 2432-2024 is to rezone the lot to be retained resulting from Consent Application B23-26-1 from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR)' to recognize the use of the subject lands for non-farm rural residential purposes as a result of a farm consolidation.

The subject lands are described as Part Lot 19, Concession 5, in the former Township of Blenheim, now in the Township of Blandford-Blenheim. The lands are located on the south side of Township Road 6, between Highway 401 and Gobles Road, and are municipally addressed as 786660 Township Road 6.

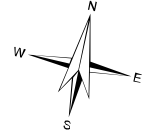
The Township of Blandford-Blenheim, after conducting the public hearing necessary to consider the application, adopted the amending By-law Number 2432-2024. The public hearing was held on May 1, 2024 and Council did not receive any comments from the public respecting this application.

Any person wishing further information regarding Zoning By-Law Number 2432-2024 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 2432-2024 APPLIES



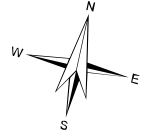
*Growing stronger together*

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# SCHEDULE "A"

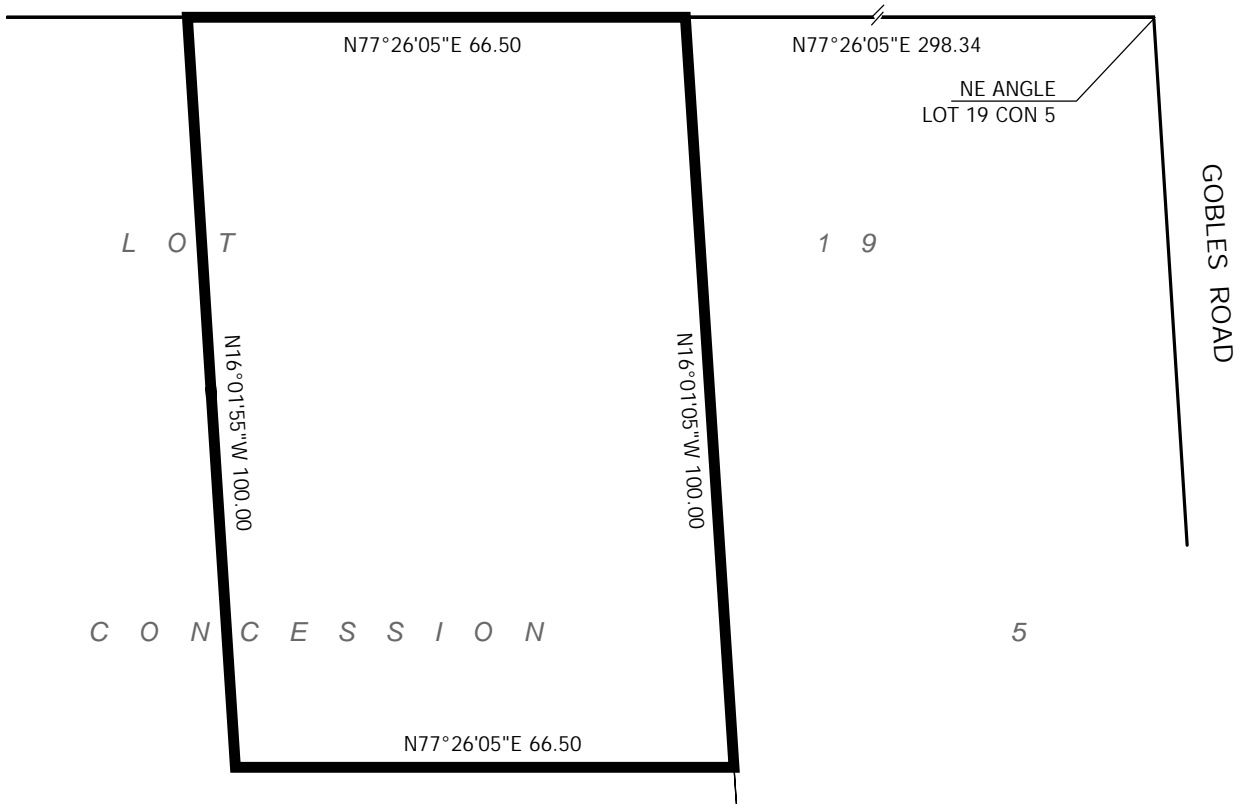
TO BY-LAW No. 2432-2024

PART LOT 19, CONCESSION 5 (BLENHEIM)  
TOWNSHIP OF BLANDFORD-BLENHEIM



C O N C E S S I O N 6

TOWNSHIP ROAD 6



C O N C E S S I O N 5

 AREA OF ZONE CHANGE TO RR

NOTE: ALL DIMENSIONS IN METRES



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THIS IS SCHEDULE "A"

**2432-2024**

TO BY-LAW No. \_\_\_\_\_, PASSED

THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

THE CORPORATION OF THE  
TOWNSHIP OF BLANDFORD-BLENHEIM  
BY-LAW NUMBER 2433-2024

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 May 1<sup>st</sup>, 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 1<sup>st</sup> day of May, 2024.

By-law read a third time and finally passed this 1<sup>st</sup> day of May, 2024

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MAYOR  
MARK PETERSON

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CLERK  
SARAH MATHESON