

**TOWNSHIP OF BLANDFORD-BLENHEIM**

**COUNCIL MEETING AGENDA**

Wednesday, November 7, 2012  
Township Council Chambers  
47 Wilmot Street South, Drumbo  
4:00 p.m.

1. **Prayer**
2. **Call to Order**
3. **Approval of the Agenda**
4. **Disclosure of Pecuniary Interest**
5. **Adoption of Minutes**
  - a. October 17, 2012 open session of Council
  - b. October 25, 2012 Cemetery Board
6. **Business Arising from the Minutes**
7. **Delegations / Presentations**
  - a. Margaret Lupton – Oxford County Acting Warden Re: Introduction of New Oxford County CAO Peter Crockett
  - b. Bryce Sibbick - Frank Cowan Company Re: 2013 Insurance Renewal
8. **Public Meetings Regarding Drainage Reports**

(Drainage reports enclosed)

  - a. Final Engineering Report re: Plattsville Estates Phase 1 Drain
  - b. Final Engineering Report re: Plattsville Estates Phase 2 Drain
9. **Consideration of Drainage Reports**
  - a. Plattsville Estates Phase 1
  - b. Plattsville Estates Phase 2

10. **Correspondence**

a. **Information**

- i. Drumbo Agricultural Society Re: note of thanks

11. **Staff Reports**

a. **Laurier Proulx – Project Manager and Construction Consultant – Plattsville Arena**

- i. **2012 Arena Progress Report #8**

**Recommendation:**

That the 2012 Arena Progress Report #8 be received as information.

b. **Mary Ellen Weatherhead – Director of Finance**

- i. **TR-12-13 – Property Tax Rate Stabilization (PTRS) Reserve Fund Policy**

**Recommendation:**

That Report TR-12-13 be received as information;

And further that Council approve and adopt the Property Tax Rate Stabilization (PTRS) Reserve Fund Policy to assist the Township to achieve financial sustainability, being an important objective arising out of the Township of Blandford-Blenheim Strategic Plan 2012.

- ii. TR-12-14 – Debt Management Policy

**Recommendation:**

That Report TR-12-14 be received as information;

And further that Council approve and adopt the Debt Management Policy to assist the Township to achieve financial sustainability, as an important objective arising out of the Township of Blandford-Blenheim Strategic Plan 2012.

c. Jim Watson – Manager of Building Services / Drainage Superintendent

i. CBO-12-12 – Monthly Report to Council

**Recommendation:**

That Report CBO-12-12 be received as information.

ii. CBO-12-13 – Appoint an Engineer to Prepare New Assessment Schedules for Various Existing Municipal Drains

**Recommendation:**

That K. Smart Associates Limited, Consulting Engineers & Planners, be appointed to prepare new assessment schedules for the following municipal drain(s): Danbrook Drain 1988 – By-law 766-88, Townsend Drain Improvement (including branches) – By-law 2-1964, Roberts Drain (including branches) – By-law 10-1971, Scott Creek Drainage Works – Laister Drain – By-law 221-78, Scott Creek Drainage Works – Roberts Drain – By-law 221-78, Anderson Drain 1975 – By-law 33-1975, Balls Branch of the Anderson Drain – Part 3 – By-law 8b-1972, Balls Drain – By-law 5-1912, Balls Drain Extension – By-law 31-1968 and Balls Drain 2000 – By-law 1333-2001.

d. Gary Crandall – Director of Public Works

i. PW-12-33 – Monthly Report to Council

**Recommendation:**

That Report PW-12-33 be received as information.

ii. PW-12-34 – Winter Maintenance Period for Township Roads

**Recommendation:**

That Report PW-12-34 be received as information;

And further that Council declare the period of November 19, 2012 to March 31, 2013 as the “Winter Maintenance Period” for Township Roads.

e. Rick Richardson – Director of Public Services

i. FC-12-13 – Monthly Report to Council

**Recommendation:**

That Report FC-12-13 be received as information.

f. Ken Wood – Community Services Manager

i. CS-12-25 – Monthly Report to Council

**Recommendation:**

That Report CS-12-25 be received as information.

ii. CS-12-24 – Arena LED Signage

**Recommendation:**

That Report CS-12-24 be received as information;

And further that Council direct the Manager of Community Services to enter into an agreement with Brooklin Bulletin Publishing Co. Ltd for the supply, installation and maintenance of LED signage for the Plattsville Memorial Community Arena at a cost of \$4,990 plus HST to be funded from the contingency for the arena renovations.

g. Fran Bell – CAO / Clerk

i. CAO-12-46 – Interim Variance Report

**Recommendation:**

That Report CAO-12-46 be received as information.

ii. CAO-12-47 – Sound System Options

**Recommendation:**

That Report CAO-12-47 be received as information;

And further that Council approve the additions to the equipment as outlined in Report CAO-12-47 to be funded from donations.

12. **Unfinished Business**

13. **New Business**

14. **Motions and Notices of Motion**

15. **By-laws**

a. 1745-2012

Being a By-law to appoint By-law Enforcement Officers.

b. 1746-2012

Being a By-law to amend Zoning By-law number 1360-2002, as amended.  
(ZN-1-12-02 Brethren of Early Christianity)

c. 1747-2012

Being a By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford.  
(Plattsville Estates Phase 1 Drain - first and second reading)

d. 1748-2012

Being a By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford.  
(Plattsville Estates Phase 2 Drain – first and second reading)

e. 1749-2012

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

16. **Other**

17. **Adjournment and Next Meeting**

Wednesday, November 21, 2012 at 4:00 p.m. in Council Chambers.