

TOWNSHIPSHIP OF BLANDFORD-BLENHEIM

COUNCIL MEETING AGENDA

Wednesday, April 3rd, 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 April 3rd, 2024 Regular Meeting of Council be adopted as printed, and circulated.

4. Disclosure of Pecuniary Interest

5. Minutes

a. [March 20th, 2024 Minutes of Council](#)

Recommendation:

That the minutes of the March 20th, 2024 Regular Meeting of Council be adopted, as printed and circulated.

6. Business Arising from the Minutes

7. Public Meetings

None.

8. Delegations / Presentations

- i. U11 LL Team, Re: Good Deeds Cup 3rd Place Finalists (5:00 p.m.)
- ii. U13 Rep Team, Re: Good Deeds Cup 1st Place Finalists (5:10 p.m.)

9. Correspondence

a. Specific

None.

b. General

- i. [Southwestern Public Health, re: Actions to Reduce Alcohol-Related Harms Report](#)
- ii. [Safe & Well Oxford Steering Committee, re: Update and Minutes](#)
- iii. [David Simpson, Director of Public Works, Oxford County, re: Water Capacity Buy-Back Program Update](#)

Recommendation:

That the general correspondence items be received as information.

10. Staff Reports

a. Adam Degier – Drainage Superintendent

- i. [DS-24-09 – March Monthly Report](#)

Recommendation:

That Report DS-24-09 be received as information.

b. Jim Borton – Director of Public Works

- i. [PW-24-07 – Slide in Water Tank](#)

Recommendation:

That Report PW-24-07 be received as information; and further,

That Council accepts the quote submitted by Road Maintenance Equipment & Services Inc. for the supply and installation of a 2,600 USG slip-in style transport tank.

- ii. [PW-24-08 – Trackless MT7](#)

Recommendation:

That Report PW-24-08 be received as information; and further,

That Council accepts the quote submitted by Work Equipment for a Trackless MT7; and further,

That Council instructs staff to purchase the Trackless MT7 through the Canoe procurement program.

- iii. [PW-24-09 - Monthly Report](#)

Recommendation:

That Report PW-24-09 be received as information.

c. Trevor Baer – Director of Community Services

i. CS-24-03 – Monthly Report

Recommendation:

That Report CS-24-03 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-24-15 - Personal matters about an identifiable individual, including municipal employees [s. 239(2)(b)]

Re: Staff

16. By-laws

a. 2416-2024, Being a By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford (Mitchell Drain 2023) (3rd & final reading);

b. 2417-2024, Being a By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford (Baker Drain 2024) (3rd & final reading); and,

c. 2428-2024, Being a By-law to confirm the proceedings of Council.

Recommendation:

That the following By-law be now read a first and second time: 2428-2024.

Recommendation:

That the following By-laws be now given a third and final reading: 2416-2024, 2417-2024, & 2428-2024.

17. Other

18. Adjournment and Next Meeting

Wednesday, April 17th, 2024 at 4:00 p.m.

Recommendation:

Whereas business before Council has been completed at _____ pm;

That Council adjourn to meet again on Wednesday, April 17th, 2024 at 4:00 p.m.

MINUTES

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

Present: Mayor Peterson, Councillors Banbury, Barnes, 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

RESOLUTION #1

Moved by – Councillor Barnes
Seconded by – Councillor Demarest

Be it hereby resolved that Council move into Closed Session under the authority of Section 239 of the Municipal Act at 3:01 p.m. to discuss:

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

Re: Council Training Exercise

.Carried

RESOLUTION #2

Moved by – Councillor Barnes
Seconded by – Councillor Demarest

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 3:40 p.m.

.Carried

4. Approval of the Agenda

RESOLUTION #3

Moved by – Councillor Barnes
Seconded by – Councillor Demarest

Be it hereby resolved that the agenda for the March 20th, 2024 Regular Meeting of Council be adopted as printed and circulated.

.Carried

5. Disclosure of Pecuniary Interest

None.

6. Adoption of Minutes

a. March 6th, 2024 Minutes of Council

RESOLUTION #4

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved that the minutes of the March 6th, 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 – ZN1-24-01 (Marcotte Smith Holdings Inc.)

RESOLUTION #6

Moved by – Councillor Banbury
Seconded by – Councillor Young

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

ZN1-24-01 (Marcotte Smith Holdings Inc.);

And that Mayor Peterson Chair the Public Meeting.

.Carried

The Planner presented the report, recommending approval and clarifying the provisions of the proposed by-law. Member Demarest asked a question regarding entrances and proposed subdivisions. Robson, Planner, answered that there is a recommended entrance onto Railway Street for a proposed future

subdivision, and that the road would be brought up to Township standards. Member Banbury questioned security and lighting. Planner Robson noted that the site is subject to a site plan agreement and such items would be dealt with at that time. The applicant and applicant's agent were in attendance. The applicant's agent, Bram Van den Heuvel of Stonecrest Engineering, spoke to the application and stated the site plan approval process will ensure the proposal is amenable.

RESOLUTION #7

Moved by – Councillor Demarest
Seconded by – Councillor Banbury

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

.Carried

RESOLUTION #8

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

Be it hereby resolved that the Township of Blandford-Blenheim approve the zone change application File No. ZN1-24-01, submitted by Stonecrest Engineering on behalf of Marcotte Smith Holdings Inc., for lands described as Part Lots 8-13, Plan 65, Blandford-Blenheim, to be rezoned from 'Development Zone (D)' to 'Special Restricted Industrial Zone (MR-sp)' to facilitate the construction of a warehouse.

.Carried

9. Delegations / Presentations

None.

10. Correspondence

a. Specific

None.

b. General

i. Rural Oxford Economic Development Committee, re: November 15, 2023 to January 31, 2024 Economic Development Activity Report;

ii. Frank Gross, Manager of Transportation and Waste Management Services, Oxford County, re: 2023 Annual Transportation System Performance;

iii. Shawn Vanacker, Supervisor of Transportation, Oxford County, re: 2024 Community Safety Zone Implementation; and,

iv. Thames Valley District School Board, re: 2023/2024 Accommodation Plan.

RESOLUTION #5

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

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-24-06 – February Monthly Report

RESOLUTION #9

Moved by – Councillor Young
Seconded by – Councillor Banbury

Be it hereby resolved that Report FC-24-06 be received as information.

.Carried

- ii. FC-24-07 – Capital Purchase – Fire Apparatus

RESOLUTION #10

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved that Report FC-24-07 be received as information; and further,

That Council approve staff to begin the procurement process for the acquisition of one aerial fire apparatus with an expected delivery in 2027.

.Carried

b. Ray Belanger – Chief Building Official

- i. CBO-24-03 – February Monthly Report

RESOLUTION #11

Moved by – Councillor Demarest

Seconded by – Councillor Young

Be it hereby resolved that Report CBO-24-03 be received as information.

.Carried

c. Jim Borton – Director of Protective Services

- i. PW-24-06 – Emergency Culvert Replacement

RESOLUTION #12

Moved by – Councillor Barnes

Seconded by – Councillor Banbury

Be it hereby resolved that Report PW-24-06 be received as information; and further,

That the culvert replacement expenditure be drawn from the Public Works Reserve.

.Carried

d. Denise Krug – Director of Finance

- i. TR-24-03 – Ontario Regulation 284-09

RESOLUTION #13

Moved by – Councillor Demarest

Seconded by – Councillor Young

Be it hereby resolved that Report TR-24-03 be received as information; and further,

That Report TR-24-03, with respect to Ontario Regulation 284/09 for the budget year 2024, be adopted.

.Carried

- ii. TR-24-04 – Statement issued with Respect to 2023 Salaries, Benefits & Expenses

RESOLUTION #14

Moved by – Councillor Banbury

Seconded by – Councillor Young

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

.Carried

- iii. TR-24-05 – Indexing of Development Charges

RESOLUTION #15

Moved by – Councillor Barnes
Seconded by – Councillor Demarest

Be it hereby resolved that Report TR-24-05 be received as information.

.Carried

- iv. TR-24-06 – 2023 Development Charges Annual Report

RESOLUTION #16

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved that Report TR-24-06 be received as information; and further,

That the Report is posted on the website for public information.

.Carried

12. Reports from Council Members

Mayor Peterson reported on the Drumbo Lions Club Auction and Recycling Day begins Thursday March 28th and runs Friday March 29th. Mayor Peterson further reported that the Hugh Hall Memorial Day is happening April 6th in Plattsville. Mayor Peterson reported that April 3rd the first and third place Minor Hockey Team from the Good Deeds Cup will be in attendance at the meeting.

13. Unfinished Business

None.

14. Motions and Notices of Motion

None.

15. New Business

None.

16. Closed Session

- a. Report CAO-24-13 - Personal matters about an identifiable individual, including municipal employees [s. 239 (2)(b)]

Re: Staff

- b. Report CAO-24-14 - Advice that is subject to solicitor-client privilege, including communications necessary for that purpose [s. 239 (2)(f)]

Re: Municipal Roads

RESOLUTION #17

Moved by – Councillor Young

Seconded by – Councillor Banbury

Be it hereby resolved that Council move into Closed Session under the authority of Section 239 of the Municipal Act at 4:57 p.m. to discuss:

- a. Report CAO-24-13 - Personal matters about an identifiable individual, including municipal employees [s. 239 (2)(b)]

Re: Staff

- b. Report CAO-24-14 - Advice that is subject to solicitor-client privilege, including communications necessary for that purpose [s. 239 (2)(f)]

Re: Municipal Roads

.Carried

RESOLUTION #18

Moved by – Councillor Banbury

Seconded by – Councillor Young

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 5:10 p.m.

.Carried

17. Other Business

None.

18. By-laws

- a. 2426-2024, Being a By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-01 - Marcotte Smith Holdings Inc.); and,
- b. 2427-2024, Being a By-law to confirm the proceedings of Council.

RESOLUTION #19

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

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

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

- a. 2426-2024, Being a By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-01 - Marcotte Smith Holdings Inc.); and,
- b. 2427-2024, Being a By-law to confirm the proceedings of Council.

.Carried

RESOLUTION #20

Moved by – Councillor Young
Seconded by – Councillor Banbury

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

- a. 2426-2024, Being a By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-01 - Marcotte Smith Holdings Inc.); and,
- b. 2427-2024, Being a By-law to confirm the proceedings of Council.

.Carried

19. Adjournment and Next Meeting

RESOLUTION #21

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

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

That Council adjourn to meet again on Wednesday, April 3rd, 2024 at 4:00 p.m.

.Carried

Mark Peterson, Mayor
Township of Blandford-Blenheim

Sarah Matheson, Clerk
Township of Blandford-Blenheim



March 25, 2024

Mayor Mark Peterson
Township of Blandford-Blenheim
47 Wilmot Street South
Drumbo, ON N0J 1G0

Rodger Mordue
Chief Administrative Officer
Township of Blandford-Blenheim
47 Wilmot Street South
Drumbo, ON N0J 1G0

Dear Mayor Peterson, and Mr. Mordue,

RE: Actions to Reduce Alcohol-Related Harms Report

We are writing to draw your attention to the recent report presented to the Southwestern Public Health (SWPH) Board of Health entitled [Actions to Reduce Alcohol-Related Harms](#) (see attached). As you are aware, municipalities play an important role in promoting and protecting the health of their residents, especially in the context of decreasing harm due to alcohol.

The report outlines the policy actions that are proven to reduce harm to the population due to alcohol, and the Board of Health for SWPH has voted to move all recommendations forward. Specifically, the Board has instructed SWPH to collaborate with local municipalities to review and propose amendments to existing bylaws and alcohol-related policies to address the locations of alcohol retailers through zoning and distancing with consideration for high-density neighbourhoods, schools, and childcare centres.

We want to emphasize that the alcohol retail system in Ontario is changing, and these changes will have significant local implications.⁽¹⁾ The recent announcement by the Province of Ontario to expand alcohol retail sales to convenience and big box stores may seem like a risk-free action, but expanding access to alcohol outlets has proven to have negative implications for our local population's health. With an estimated average of 76 deaths, 388 hospitalizations and 3,707 emergency department visits annually in our region, we are concerned that expanded access will cause harm in our community.⁽²⁾ When alcohol becomes more accessible and affordable, the following issues have consistently been found to increase: street and domestic violence, chronic diseases, sexually transmitted infections, road crashes, youth drinking, injury⁽³⁾ and suicide.^(4,5)

SWPH asks that you review your existing bylaws and policies to address the locations of alcohol retailers through zoning and distancing. Municipalities can limit harm to their local populations and help maintain control over what happens in their communities through local by-law implementation and municipal alcohol policy. ^(6,7)

Municipal staff can find additional information in the [Alcohol Policy Review: Opportunities for Ontario Municipalities](#) report and [An Integrated Approach to Mental Health and Addictions](#) report by The Association of Municipalities of Ontario.

We kindly request that the staff responsible for alcohol-related policies with the municipality contact SWPH. We can provide information about municipal alcohol policies, potential by-laws, and local demographics. We can describe how impending alcohol policy changes impact vulnerable people within our communities and could lead to inequitable harm among priority populations.

Please contact Jacqueline Deroo at 519-421-9901 Ext. 3493 or at jderoo@swpublichealth.ca to start the discussion. Thank you for your consideration.

Sincerely,



Dr. Ninh Tran
Medical Officer of Health
Southwestern Public Health



Cynthia St. John
Chief Executive Officer
Southwestern Public Health

c: Bernia Martin, Board of Health Chair
Peter Heywood, Program Director
Marcia Van Wylie, Program Manager
Jacqueline Deroo, Public Health Nurse

Attachment: Actions to Reduce Alcohol-Related Harms Report to the Board of Health

References

1. Ontario News Room. News Release: Ontario Consumers Will be Able to Buy Beer, Cider, Wine and Low-Alcohol Ready-to-Drink Beverages at Convenience, Grocery and Big Box Stores. [Online].; 2023 [cited 2024 01 09. Available from: <https://news.ontario.ca/en/release/1003988/ontario-consumers-will-be-able-to-buy-beer-cider-wine-and-low-alcohol-ready-to-drink-beverages-at-convenience-grocery-and-big-box-stores>.
2. Ontario Health and Ontario Agency for Health Protection and Promotion (Public Health Ontario). Burden of Health Conditions Attributable to Smoking and Alcohol by Public Health Unit in Ontario. Toronto, ON.; 2023.
3. Babor T, Casswell S, Graham K, Huckle T, Liningston M, Osterber E, et al. Alcohol: No Ordinary Commodity Research and Public Policy. 3rd ed.: Oxford University Press; 2023.
4. Stockwell T, Wettlaufer A, Vallance K, Chow C, Giesbrecht N, April N, et al. Strategies to reduce alcohol-related harms and costs in Canada: a review of provincial and territorial policies. Victoria, B.C.: Canadian Institute for Substance Use Research,; 2019.
5. Ontario Public Health Association. OPHA Issue Series: Alcohol Outlet Density. [Online]. [cited 2023 May 9. Available from: <https://opha.on.ca/wp-content/uploads/2021/06/Alcohol-Outlet-Density.pdf>.
6. Giesbrecht N, Wettlaufer A. Municipal Alcohol Policies and Public Health: A Primer. Toronto, ON. Queen's Printer for Ontario: Ontario Agency for Health Protection and Promotion (Public Health Ontario); 2016.
7. Liem S. Alcohol Policy Review: Opportunities for Ontario Municipalities. Liem Strategic Integration Inc.; 2018.
8. Public Health Ontario. Provincial municipal alcohol policy (MAP) scan: summary of findings from a public health unit survey. Toronto, ON.; 2015.



BOARD REPORT

MEETING DATE:	October 26, 2023
SUBMITTED BY:	Peter Heywood, Program Director
SUBMITTED TO:	Board of Health
PURPOSE:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Discussion <input type="checkbox"/> Receive and File
AGENDA ITEM #	5.1
RESOLUTION #	2023-BOH-1026-3.1
Report Title:	Actions to Reduce Alcohol-Related Harms Report

SITUATION

Experts have described alcohol as the most far-reaching and harmful drug. (1,2) It has been classified as a type one carcinogen, within the same group as tobacco and asbestos, since 1988. (3) The main types of cancer that alcohol can cause include breast, colon, rectum, mouth and throat, liver, esophagus and larynx cancer. (4) Moreover, the consumption of alcohol has been linked to 200 different disease and injury conditions, some of which are considered secondary harms that affect people other than those who consume alcohol themselves (i.e. Fetal Alcohol Spectrum Disorder, impaired driving crashes, child abuse, and injuries). (5,6)

Local Concerning Trends

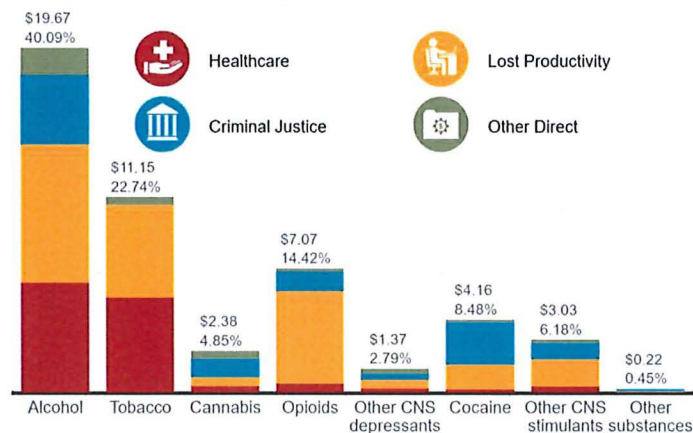
The local alcohol-related mortality rate (with and without drug involvement) increased between 2018 and 2021, whereas the provincial rate decreased during the same time. In 2021, the rate in the Southwestern Public Health Region (SWPH) region surpassed the provincial rate, reaching a high of 3.4 per 100,000 (compared to 2.5 per 100,000 across Ontario). The mortality rate of female SWPH residents also increased consistently during that time, nearly matching the historically higher rate among male residents in 2021 (3.3 per 100,000 versus 3.5 per 100,000, respectively). (7) Also very concerning, there has been an increase in the proportion of women who gave birth reporting any alcohol exposure during pregnancy, increasing from 2.8% in 2018 to 3.7 % in 2022. Data from June of 2023 indicates that this rate continues to increase. (8) A recent [report](#) published by Public Health Ontario estimates the burden of health conditions attributed to alcohol in people older than 15. The Southwestern Public Health (SWPH) region showed an estimated average of 76 deaths, 388 hospitalizations and 3,707 emergency department visits annually. (9)

The Cost of Alcohol-Related Harms

Research shows that when alcohol becomes more available and affordable, the following problems increase: street and domestic violence, chronic diseases, sexually transmitted infections, road crashes, youth drinking, injury (6) and suicide. (10,11) There are also increased costs of health care, lost productivity, criminal justice and other direct costs. (12) Furthermore, this association was examined following the 2015 expansion of alcohol sales to grocery stores in Ontario, and there was an increase in emergency department visits shown to be attributable to alcohol. (13)

In Canada, alcohol is the costliest substance in terms of healthcare, criminal justice, lost productivity, and other direct costs. Despite taxes on alcohol, alcohol creates a deficit of \$6.196 billion each year across all sectors. (14,12) Chart 1 below visually demonstrates that the costs and harms to Canadians from alcohol are significant and higher than all substance categories. (12) Generally, alcohol causes injuries and deaths of people at a younger age (considered working ages of under 65 years) (12), and therefore was responsible for more years of productive life lost, which drove costs up for every year studied. Out of all criminal justice costs, alcohol accounts for nearly 40% because of its role in violent and non-violent crime and impaired driving. (12)

Chart 1: Costs (in billions) related to substance use in Canada from 2007 to 2020. (12)



From the Canadian Centre on Substance Use and Addictions and Canadian Institute for Substance Use Research at the University of Victoria [LINK](#)

The Alcohol Harm Paradox

It is important to note that the harms due to alcohol are disproportionately shouldered by individuals with low socio-economic status (SES), compared to those of high SES, even though this population consumes the same or less amounts; this phenomenon is described as the alcohol harm paradox. (15,16) The reasons for the alcohol harm paradox can only be theorized at this point, and research has not confirmed the causes. Theories of what causes the alcohol harm paradox are often related to having a lower income. This includes higher stress levels, less social support, fewer resources to cope and other risk factors such as lack of access to healthy foods and opportunities to be active. (16) Furthermore, exposure to higher alcohol-dense environments, choice of alcohol and occurrence of binge drinking may also help to explain the alcohol harm paradox. (15,16) Alcohol policy related to Minimum Unit Pricing, as demonstrated

in Scotland, is an effective intervention for equitable actions that could be taken to address this. (17)

The Canadian Guidance on Alcohol and Health

On January 17, 2023, the Canadian Centre on Substance Use and Addiction (CCSA) released the new *Canadian Guidance on Alcohol and Health (CGAH)* after a two-and-a-half-year process utilizing the best available evidence. The CGAH replaces the 2011 version of the *Low-Risk Drinking Guidelines* and provides the public with information about the range of risk, rather than recommending specific amounts. Everyone has a different risk tolerance, and it provides people with information to make decisions based on their ideas of what is worth the risk. The lowest risk category is based on a one in 1,000 chance of premature death (17.5 years of life lost), which corresponds to one to two drinks a week. A more moderate risk of one in 100 is associated with three to six drinks a week. After seven drinks per week, the risk of premature death is even greater. (4)

Locally, 61% of adult respondents to the Canadian Community Health Survey self-report having no-risk or low-risk alcohol use, while 39% report moderate to high-risk alcohol use, meaning they drink three or more alcoholic beverages per week. (18) It should be noted that self-reported data has been shown through research to underestimate the amount people consume, sometimes by 50-75%, and therefore, the rate of moderate to risky drinking is likely higher. (19)

ASSESSMENT

The actions taken to address alcohol consumption must match the magnitude of the problems it causes. Effective interventions proven to decrease alcohol-related harms have been extensively studied by researchers in Canada and abroad. It is widely recognized that the most cost-effective strategies to reduce the harmful effects of alcohol include:

- Increasing taxes on alcoholic beverages,
- Restrictions on the physical availability of alcohol,
- Restrictions on alcohol advertising and marketing,
- Enforcing drunk driving countermeasures, and
- Implementing screening, brief interventions, referral and treatment. (4,5,16,9,14,13)

Comprehensive tobacco control policies are highly effective in decreasing Canada's smoking rates and lung cancer deaths. (9,12) To control harm, the strategies used for tobacco control should be applied to alcohol. As tobacco regulations have gradually become more robust, alcohol regulation has been dismantled over the past few decades. Furthermore, to reduce alcohol consumption and population-level harms, consideration for alcohol control policies is required across all levels of government.

Municipal Level Policy Considerations:

Municipal-level policies can protect people and reduce alcohol-related harm to individuals, families, communities, and neighbourhoods. While most alcohol policy is governed at the provincial and federal level, municipalities can address alcohol-related risk and harm on municipally-owned property through Municipal Alcohol Policies (MAPs) and off municipally-owned property through by-laws, zoning and licensing restrictions as described by the report:

Alcohol Policy Review: Opportunities for Ontario Municipalities provides interventions that can be used at the local level. (20)

In 2022, geographic image system (GIS) maps were created to assist with tracking alcohol patterns in our region. As seen in Images 1 and 2 below, it is possible to see how alcohol availability has increased post-2021, demonstrated by the light-gridded areas suddenly disappearing and shaded areas becoming darker as residents became closer to alcohol outlets. (21)

Image 1

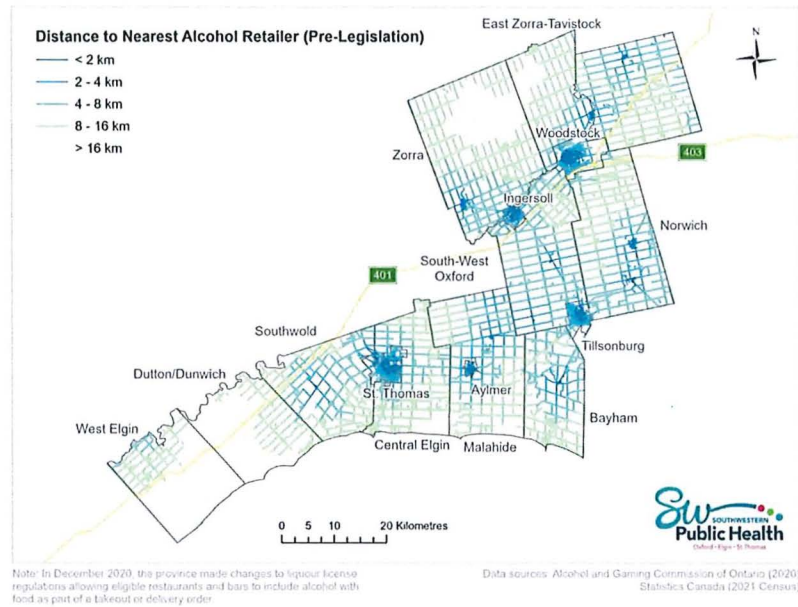
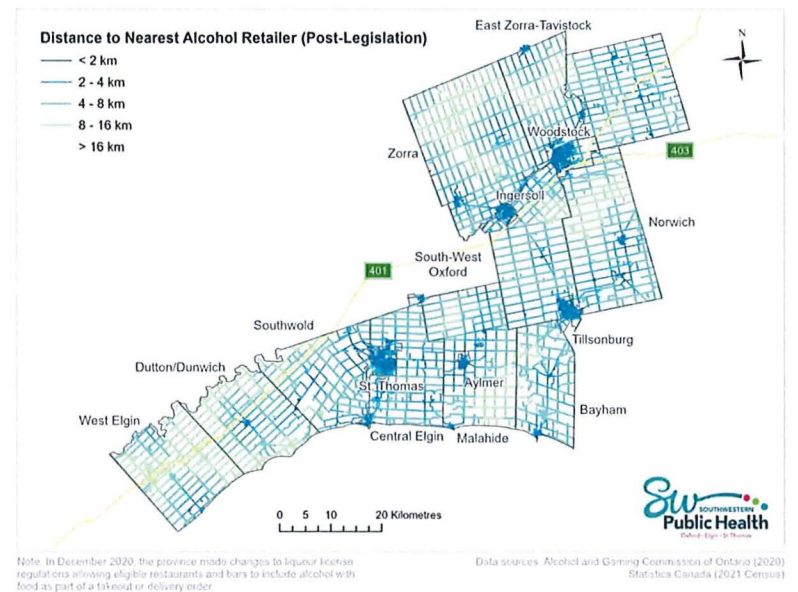


Image 2



The GIS maps also illustrate variations across regions, identify potentially disadvantaged areas, and uncover the linkage between population characteristics and accessibility (21). One correlation observed across the SWPH Region was that a moderate to strong negative association was found between lone-parenthood/ socio-economic distress and distance to alcohol and cannabis retailers. This finding suggests that lone parenthood families and communities of socio-economic distress are more exposed to alcohol retailers. When it comes to disadvantaged populations, alcohol tends to create harm at higher rates than those with more advantages, despite equal or lesser amounts of alcohol consumed by those with disadvantages. (15) This correlation shows how, locally, there is increased availability for those who are disadvantaged and lone-parent families, which could contribute to the disproportionate harms previously discussed. (21)

Municipalities can use information from the GIS maps to make informed decisions weighing the costs and benefits of alcohol policy that improves local well-being and decreases alcohol-related harms. Actions of this nature have already been taken by the municipalities of Oshawa and Ajax, where both Durham Region Public Health and the municipalities worked together, using local data, to oppose a convenience store's application for alcohol licensing due to the harm it would cause their citizens. Using local data can assist municipalities in choosing the right policies for their communities based on local needs.

Provincial Level Policy Considerations:

In Ontario, alcohol sales are regulated at the provincial level and consist of a mixed private and government-run retail system. As discussed above, alcohol availability has recently increased due to provincial alcohol policy decisions. In response, the Ontario Public Health Association (OPHA) has prepared and sent a [letter](#) outlining effective measures to decrease alcohol-related harms to the Ministry of Finance and the Ministry of Health. The main recommendations provided were:

1. Reduce retail density, especially in low socio-economic status (SES) neighbourhoods.
2. Maintain or decrease hours of sale, with no exceptions.
3. Strengthen Ontario's alcohol pricing policies, including taxation, minimum pricing or other means.
4. Stop further privatization of alcohol sales.
5. Apply a whole of government, health-in-all-policies approach to alcohol modernization.

Federal Level Policy Considerations:

Policy decisions made at the federal level also affect our local citizens. Unlike other substances, alcohol is not regulated under one act. The federal government could regulate alcohol through new legislation, which could include the following policy actions:

- Indexation of excise taxes based on alcohol content.
- Regulations and enforcement systems to control, restrict or ban alcohol marketing, including digital media.
- Enacting mandatory health and safety labelling for alcohol products, including clear standard drink information, health warnings, and nutritional labelling.
- Enacting a national minimum legal drinking age, preferably 21 years of age.

Lack of Public Knowledge of Alcohol Harms

The level of awareness of the harms of alcohol use plays a role in policy change at all levels. While it has become common knowledge that tobacco causes lung cancer, most Canadians do not know that alcohol causes cancer. (22) The evidence in this area shows that as consumers' understanding of the connection between cancer and alcohol increases, they become more supportive of alcohol policy measures controlling pricing, availability and marketing. (23,24) Therefore, SWPH has a role in widely sharing the new *Canadian Guidance for Alcohol and Health* to provide the public with information about alcohol risk to support informed decision-making and to increase support for alcohol control policies.

The Role of the Industry

A structural element at play when considering alcohol policy and effective interventions is the role of the Alcohol Industry itself. A growing amount of information documents how private sector activities affect people's health and chronic disease rates, otherwise known as the Commercial Determinants of Health (CDoH). (25,26,27) Discussion on the CDoH allows us to shift the current thoughts and practice in health from blaming individual behaviours and inadequate environments to the structural elements that keep unhealthy behaviours and environments in place. (27) Evidence on the CDoH has been categorized into four areas:

1. Health behaviours and choices related to risk factors for chronic disease,
2. Social Determinants of Health factors affecting daily living conditions,
3. Corporate political and business practices influencing regulatory environments; and
4. Globalized political and economic environments sanctioning corporate activities. (26)

With a Commercial Determinant of Health lens, we can better understand how the ubiquitous actions of the alcohol industry can affect public health policy in negative ways, thereby harming the public on a grand scale. One documented tactic is how the industry intentionally confuses the public about the harms of alcohol. (28) One Canadian example of Alcohol Industry influence recently played out in 2018, when a Health Canada funded study in the Yukon was altered due to the Alcohol Industry's influence and threats of legal action. Despite their claims having no legal merit, the study was altered because the Yukon Government did not have the funds to fight legal battles with the Canadian Alcohol Industry. The Alcohol Industry successfully halted labels from being put on alcohol bottles that informed the public that alcohol causes cancer. (28,29) The Commercial Determinants of Health should be considered whenever policy or higher-level actions are taken.

RECOMMENDATIONS FOR THE BOARD'S CONSIDERATION

1. Request that the members of the Association of Local Public Health Agencies (ALPHA) adopt a resolution developed by Southwestern Public Health that requests the provincial and federal governments to promote comprehensive public education campaigns, stricter regulations on advertising, increasing alcohol taxes, development of a prevention model, and improving access to addiction treatment and support services at the next scheduled Annual General Meeting in June 2024.
2. Send a letter supporting the Ontario Public Health Association's letter regarding modernizing the alcohol marketplace and product sales.
3. Collaborate with local municipalities to review and propose amendments to existing by-laws and alcohol-related policies to address the locations of alcohol retailers through

zoning and distancing with consideration for high-density neighbourhoods, schools and childcare centres. This will be reviewed in tandem with Cannabis and Tobacco Policy.

CONCLUSION

Alcohol causes harm in immeasurable ways, and with consideration of our local data, it is obvious that alcohol is harming our community. The public does not know enough about the harms of alcohol, and the Alcohol Industry distorts or denies the evidence, minimizing the harmful effects of alcohol consumption. Increasing awareness of industry messaging strategies may generate more critical coverage of industry lobbying activities and increase public support for alcohol policies. Evidence indicates that as individuals become aware of the link between cancer and alcohol, their support of alcohol policy increases. (28,24) Education alone is less effective in changing population-level behaviours than policy. However, education has positive impacts when coupled with alcohol policy regulating price, availability, and marketing. (6,10,14) Healthy public policies at the local, provincial, and federal levels are important to create environments that positively influence alcohol consumption and support people who want to consume less alcohol. (12)

Southwestern Public Health has a vital role in supporting our community to grow stronger together, and the evidence exists to guide this effort.

MOTION: 2023-BOH-1026-3.1

That the Board of Health for Southwestern Public Health approve the Actions to Reduce Alcohol-Related Harms Report for October 26, 2023.

Definitions

Alcohol Harm Paradox: Phenomenon observed where harms and hospitalizations due to alcohol are disproportionately shouldered by individuals with Low Socio-economic Status (SES), compared to those of high SES, even though this population consumes the same or less amounts. (15,16)

Commercial Determinants of Health: Commercial determinants of health are the private sector activities that affect people's health, directly or indirectly, positively or negatively. (25)

Health in All Policy Approach: Health in All Policies (HiAP) is an approach to public policies across sectors that systematically considers the health implications of decisions, seeks synergies and avoids harmful health impacts to improve population health and health equity. It improves policy-makers accountability for health impacts at all policy-making levels. It includes an emphasis on the consequences of public policies on health systems' determinants of health and well-being. (30)

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From: [Julie Middleton](#)
To: [Amy Humphries](#); [Danielle Richard](#); tdaniels@tillsonburg.ca; [Karen Martin](#); [Kim Armstrong](#); [Rodger Mordue](#); [Sarah Matheson](#); [Will Jaques](#); [Chloe Senior](#); [Mary Ellen Greb](#); mmclaughlin@zorra.ca
Date: March 26, 2024 12:24:45 PM
Attachments: [Minutes - Safe and Well Oxford Steering Committee - December 4th, 2023.pdf](#)
[Minutes - Safe and Well Oxford Steering Committee - January 15th, 2024.pdf](#)
[Minutes - Safe and Well Oxford Steering Committee - February 26th 2024.pdf](#)
[image002.jpg](#)

Good Afternoon, Everyone.

If you would please share this email and the attached approved minutes on one of your upcoming Council meeting agendas as information that would be greatly appreciated.

Update: Safe and Well Oxford Steering Committee – Current Priorities/Initiatives:

- New Priority Risk – Gender-based Violence has been approved by all area municipalities and the plan is in the process of being updated. Domestic Abuse Response Team is the Action Coalition for the priority risk area.
- The Safe and Well Oxford website is in the process of being updated with more resources being made available. A separate page for each Action Coalition is also being developed. The site is now being hosted and updated by the County. safewelloxford.ca – if you would be willing to link to the website from your own sites, that would be appreciated.
- Save the Date: 2024 Safe and Well Oxford Summit date has been set for Friday, November 1st, 2024 in the afternoon – Oxford Centre Community Centre. Leadership from all community stakeholders, Mayors and CAOs will be invited to attend.
- Discussion is ongoing regarding the development of an Inclusion Charter for Oxford communities. More resources to support DEI initiatives are to follow on the Safe and Well Oxford website over the coming months (i.e. sample policies, training recommendations, DEI rubric, etc.).
- Discussion is ongoing regarding the development of a grant policy to support Safe and Well Oxford Action Coalitions and their funding needs. This will likely include a funding request from area municipalities – more details to follow.
- Development of a Safe and Well Oxford newsletter is in the works – this is intended to provide more timely updates to all community stakeholders including area municipalities.
- Safe and Well Oxford Steering Committee representatives, Warden Marcus Ryan and Sarah Hamulecki will be reaching out to you directly to request a delegation at an upcoming Council meeting in May/June to provide a more detailed update.

Thank you for your attention to this update and sharing this information with your councils.

Julie

Please note: My working hours may not reflect yours. Please do not feel obligated to answer outside of your normal work hours.

Julie Middleton (she/her)

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****NEW** Township Office hours: Monday to Friday ~ 8:00am – 5:00pm**



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4. Next Steps:

a. Amendment to the Safe and Well Oxford Plan to include goals and objectives in relation to gender-based violence

- *Township of East-Zorra Tavistock – **Approved***
- *Oxford County Council - **Approved***
- *Township of South-West Oxford Council – **Approved***
- *Town of Tillsonburg - **Approved***
- *Township of Blandford Blenheim – December*
- *Township of Norwich – December*
- *City of Woodstock - **Approved***
- *Township of Zorra – December*
- *Town of Ingersoll – December*

b. Safe and Well Oxford Summit – Feedback (to follow from Sarah)

The Safe and Well Oxford Steering Committee reviewed the feedback received in follow up to the Safe & Well Oxford summit held at the end of November. Attendees requested additional time for the round table portion of the event in the future. There were some concerns expressed in relation to the venue, environment, presentation and audio. Another venue may need to be considered in the future.

Discussion took place among the committee regarding a potential newsletter to be sent out quarterly to all stakeholders – this is intended to share information on more regular basis rather than host an in-person event more than once annually – future meetings and the newsletter may include updates from the action coalitions throughout the year.

Stakeholders will be provided with the presentation information received at the summit.

c. Grant Funding Model

The Committee agreed to have further discussion regarding a Safe and Well Oxford grant funding model in 2024. The County of Oxford will be updating their grant policy and it was suggested that the two be connected. It was suggested that requests that fall under the mandate of Safe and Well Oxford be directed to the Steering Committee. Further discussion will need to be had to outline what the funding criteria will be, for example:

- Funding to address specific goals and initiatives outlined in the Safe and Well Oxford Plan and what the measurable will be;
- How will the goal be advanced?

- Consider the connection to the Action Coalition – whether the request will come forward to the committee through the Action Coalition (i.e. vetted, input, support);
- Initiative should have a prevention focus – public education, awareness and engagement (i.e. media and communication campaigns, training);
- Consider if funding may be used for staffing? Temporary vs. permanent. May not be intended to fund ongoing expenses (i.e. staff, space);
- Consider existing initiative support – what organizations already have aspects of the Plan as established priorities;
- Consider the impact on different and diverse individuals;
- Consider what financial disclosure will be required;
- Policy should be in place in early 2024 – area municipalities will need to know the financial ask in advance of 2025 budget deliberations (end of July/August);
- A draft proposal from staff will be beneficial to consider the criteria further; and
- Sarah will look into how other municipalities are providing funding under their Safe and Well Community Safety and Well-being Plans.

d. Council Updates

Local area municipalities will be provided with an update to inform them on:

- Safe and Well Oxford summit;
- Feedback received from the Safe and Well Oxford summit;
- Consider use of area municipality's facilities for future summit;
- Summary of what the challenges are within each priority risk area;
- Information/ask re: potential grant funding; and
- Direction to DEI website and information.

e. Planet Youth Follow Up/Funding

The Committee reviewed the funding opportunity received from Southwestern Public Health and provided direction to staff to ask SWPH if they would like a letter of support or endorsement from the Safe and Well Oxford Steering Committee for their application. The Committee noted that they are not the organization that will be doing the work, so it would not be appropriate to apply for the funding directly.

Resolution No. 5

Moved by: Sarah Hamulecki

Seconded by: Kelly Black

RESOLVED that the Safe and Well Oxford Steering Committee recommend to County Council that the Oxford Safe and Well Oxford Community Safety and Well-being Plan be amended to include a fifth priority risk area, Gender-Based Violence;

AND FURTHER THAT the Oxford Domestic Abuse Response Team act as the Action Coalition for the priority risk area and that the Committee's Terms of Reference be amended accordingly.

DISPOSITON: Motion Carried

b. [Safe and Well Oxford 2024 Summit – location](#)

Oxford Centre Community Centre was proposed as the location for the next Safe and Well Oxford Summit (2024). The event will be planned for approximately 100 attendees. Consideration will need to be given to the accessibility of the venue, quality of presentation, sound, etc. The event will be scheduled for a Friday afternoon in October, 2024.

c. [Website Update & Communication Plan](#)

Oxford County will be taking over the website (hosting) as of February, 2024. In late February to March, 2024 the content will be moved to the new platform. Sarah is working with the County communications team to set this up. Minutes, agendas and meeting dates will be added to the webpage.

Discussion took place regarding a newsletter to send to all stakeholders – information may be included in relation to the addition of the new priority risk area and changes to the Committee's Terms of Reference.

d. [Community Index of Well-being & Metrics](#)

Sarah advised the Committee that a community well-being index will be completed by the County in 2024. The results of this survey may provide metrics for the Committee to



STEERING COMMITTEE MEETING MINUTES

Monday, February 26th, 2024

10:00 a.m. to 12:00 noon

Oxford County Administration Building
(Room 129)

1. Call the Meeting to Order (10:00 a.m.)

The meeting was called to order by Chair Marcus Ryan at 10:00 a.m. and a quorum was present. Randy Peltz was absent.

Guests: Kate Leatherbarrow – City of Woodstock, Councillor
Lindsay Wilson – Town of Ingersoll
Diane Harris – Domestic Abuse Response Team (DART)

2. Review of Agenda for meeting of February 26th, 2024

Resolution No. 1 Moved by: Tina Diamond
Seconded by: Kelly Black

RESOLVED that the agenda for the Safe and Well Oxford Steering Committee meeting of February 26th, 2024 be approved, as amended (funding needs from action coalitions).

DISPOSITON: Motion Carried

3. Review of Minutes of January 15th, 2024 meeting

Resolution No. 2 Moved by: Bernia Martin
Seconded by: Tina Diamond

RESOLVED that the minutes of the Safe and Well Oxford Steering

Committee meeting of January 15th, 2024 be approved as presented.

DISPOSITON: Motion Carried

4. Business Arising from the Minutes

- Police Services Involvement/Representation on Safe and Well Oxford Steering Committee – *agreed/confirmed – City of Woodstock will not be in attendance at February meeting.*

Tony Hymers, on behalf of OPP, noted that he is pleased to be here. The Committee welcomed Diane Harris, on behalf of Domestic Abuse Response Team (DART). She noted that she is happy to be here on behalf of the fifth priority risk area, gender-based violence.

5. Action Coalition Updates (Round Table)

- Oxford Housing Action Collaborative (Kelly Black)

Kelly Black advised that the Committee's feedback on the Calls to Action were considered by the Oxford Housing Action Collaborative (OHAC). There is a subcommittee working on this. They would like to attend the March 25th Steering Committee meeting.

She advised that there is a lot of work being done regarding geared to income housing and rent eviction. They are trying to raise awareness for tenants so that they know what their rights are and don't end up without housing. The Action Collaborative is also supporting a human rights approach when it comes to encampments and it was noted that it is important that we do not criminalize homelessness.

The OHAC is working on generating resources to share so that this information may be more broadly shared to the public.

- Oxford Mental Health & Addictions Network (Randy Peltz - absent)

The Committee discussed the possibility of each member providing a written update from their action coalition if they are not available to attend a meeting. This update may be provided to Julie or Sarah in advance of the meeting date to be circulated with the meeting agenda package.

- Diversity, Equity and Inclusion (DEI) Action Coalition (Ayesha Sajid)

Ayesha provided the following information as an update for the committee:

- The DEI Action Coalition is currently working on the development of an Inclusion Charter for Oxford – this outlines a commitment to advancing DEI work within Oxford. Area municipal representatives have been invited to the meeting coming up in March to provide their comments/feedback on the draft inclusion charter circulated to the group. The hope is that this meeting will help build a more collaborative working relationship with area municipalities. Once completed, the inclusion charter will be circulated to area municipal councils for their support and endorsement.
 - Following the finalization of the Inclusion Charter, the DEI Action Coalition will be working on an action plan to support the inclusion charter.
 - County staff are working on the development of content for a DEI webpage – resources are intended to be shared publicly and with area municipalities.
 - Potential grant funding was discussed briefly at their last meeting and will be discussed further – funding is needed for training initiatives and public education and awareness.
- **Domestic Abuse Response Team (Diane Harris?)**

Diane Harris, on behalf of the Domestic Abuse Response Team (DART), provided an update to the Committee as follows:

- DART is continuing to work on an Oxford wide protocol to address human trafficking locally., Funding has been received from the province to support continued work with a consultant to develop an emergency plan and provide long-term support for survivors. A pilot program is expected to begin in April.
- The femicide prevention protocol series will begin on Thursday, March 7th – this is the first of four sessions.

6. Next Steps:

a. Safe and Well Oxford 2024 Summit – October, 2024 – Oxford Centre Community Centre

Date has been confirmed for Friday, October 25th, 2024, in the afternoon. Norwich Council is considering a request to cover the cost of the rental fee for the Oxford Centre Community Centre. Further updates to come at a later date.

b. Website Update & Communication Plan – update

Sarah is working with the Oxford County Communications Team to put together the DEI web content. There will be a separate webpage for each Action Coalition on the new Safe and Well Oxford website. She is also working on developing a Safe and Well Oxford brand and development of a newsletter to communicate with stakeholders on a more regular basis. Discussions have also taken place about developing a greater social media presence for Safe and Well Oxford. Discussion took place regarding the possibility of adding Safe and Well Oxford Steering Committee meeting agenda to eScribe for publishing online.

c. Canadian Index of Well-being & Metrics – update

Funding has been included in the County 2024 budget to participate in the Canadian Index of Well-being survey. County staff will be working with the same provider to ensure that comparable data is received. Sarah will reach out to the University of Waterloo to get the process started. The survey is sent by mail and there is also an online portion. She will report more details back once she has met with the provider to get the process started.

d. Grant Funding Model/Criteria – update

Sarah did send out an email to get input from the action coalitions regarding their funding needs. The County of Oxford does not currently have a grant policy in place. It is hoped that this will be in place going into the 2025 budget process for area municipalities. Funding will not be to support ongoing operations – intended to be project based (i.e. training, education and awareness). Will need to consider contribution from area municipalities and how much will be requested.

Action Coalitions are encouraged to discuss what their funding needs may be over the next year – this will help to give area municipalities an idea of what the policy will look like. Funding should have a prevention focus and connection to the goals and objective of the Safe and Well Oxford Community Safety and Well-being Plan.

Further discussion will need to take place regarding whether or not Safe and Well Oxford will seek additional funding through outside sources (i.e. Oxford Community Foundation, City of Woodstock). It was noted that organizations may also apply for this funding on their own.

e. Update to Area Municipalities – update

Marcus Ryan and Sarah Hamulecki are planning to make a delegation request at each area municipality over the next few months – this update will include recommendations from the DEI Action Coalition regarding the Inclusion Charter for Oxford, grant policy and upcoming Safe and Well Oxford Summit – October, 2024, and any update regarding the Canadian Index of Well-being survey.

7. Upcoming Meeting Dates – Oxford County Administration Building – Room 129:

Monday, March 25th, 2024 at 10:00 a.m.

Monday, April 22nd, 2024 at 10:00 a.m.

Monday, May 27th, 2024 at 10:00 a.m.

Monday, June 24th, 2024 at 10:00 a.m.

8. Adjournment (12:00 noon)

Resolution No. 3

Moved by: Diane Harris

Seconded by: Bernia Martin

RESOLVED that the Safe and Well Oxford Steering Committee meeting adjourn at 11:22 p.m. to meet again on Monday, March 25th, 2024 at 10:00 a.m.

DISPOSITON: Motion Carried

REPORT TO COUNTY COUNCIL

Water Capacity Buy-Back Program Update

To: Warden and Members of County Council

From: Director of Public Works

RECOMMENDATION

1. That County Council approve the update to the Water Capacity Buy-Back Program as outlined in Report PW 2024-13.

REPORT HIGHLIGHTS

- The purpose of this report is to seek Council approval of updates to the County's existing Water Capacity Buy-Back Program to more closely align with similar Ontario municipal programs and encourage expanded utilization of the Program incentives.
- The expanded Water Capacity Buy-Back Program will continue to form one facet of the County's Water Efficiency Plan and align with several of the County's Strategic Plan Pillars by incentivizing Industrial, Commercial and Institutional (ICI) and multi-residential customers to implement new water efficiency measures/technologies in their business by offering cost sharing of project expenditures.
- The current Program has been in place for 10 years and realized an average annual savings of 476 m³/day of water capacity. Significant opportunities to expand the Program's application will further gain back levels of municipal water system capacity and serve to help defer the need for more costly water system capacity expansion projects in the future that are required to service customer growth.

IMPLEMENTATION POINTS

Following adoption of the revised Program, County staff will begin a renewed awareness campaign (Figure 1) with eligible stakeholders in Spring 2024. Approval of individual projects will continue to be based on eligibility criteria, availability of funds and on a first come, first served basis.

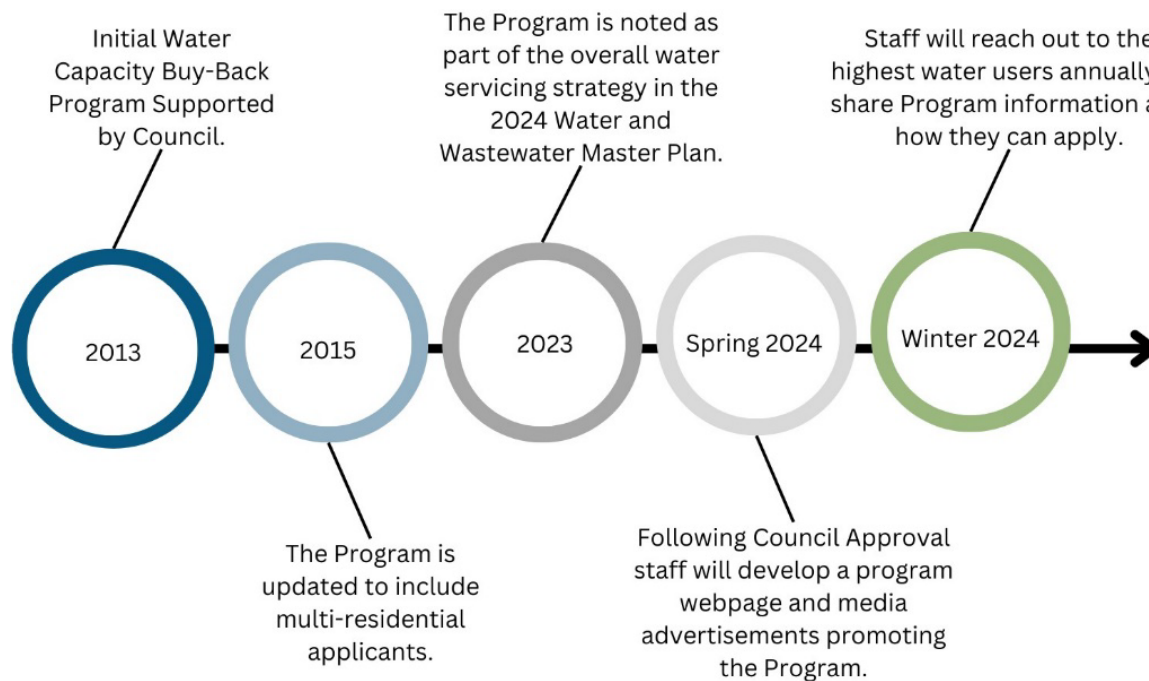


Figure 1: Water Capacity Buy-Back Program Awareness Implementation Plan

Financial Impact

Water Capacity Buy-Back Program incentive funding was included within the 2024 Business Plan and Budget. Accordingly, funding is available to eligible customers within several municipal water-served areas, including those within the County's water systems in Woodstock (\$100,000), Tillsonburg (\$50,000), Ingersoll (\$50,000) and Township (\$50,000).

As this Program was not included in the 2019 Development Charges (DC) Background Study, the 2024 budgeted program costs were funded by rates. Pending approval of the 2024 DC Background Study, the Water Capacity Buy-Back Program is anticipated to be funded 100% through DCs. This means that any regained water capacity realized through the program, which can be reallocated to service future growth or development, will be funded by development rather than by existing ratepayers.

In the event that the annual cumulative incentive awards are in excess of estimated budgets, respective DC Reserves may be considered to address such potential shortfalls.

In the event that a single application incentive is greater than the approved maximum funding dollar value per application, but still meets the conditions of the Program, staff will bring the application to Council for consideration and approval.

Communications

In order to enhance the effectiveness of the existing Water Capacity Buy-Back Program as a key component of the County’s overall Water Efficiency and Water Servicing Strategy, staff have developed a Program Awareness Implementation Plan which focuses on expanded funding/eligibility criteria and improving awareness on the Program across ICI and multi-residential sectors.




Oxford County will further customize its communication for this initiative to the ICI and multi-residential sector. This will include the development of an informational marketing piece and information on the Oxford County website to build general awareness. All materials will be shared with affected Area Municipalities as well.

Pending adoption by County Council, Report PW 2024-13 will be forwarded to Area Municipalities for additional cross promotion of the Program. Additionally, staff will begin engaging with the County’s high ICI and multi-residential water users each year to directly promote the Program and detail the process to apply for the incentive funding.

2023-2026 STRATEGIC PLAN

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

The recommendations in this report supports the following Strategic Plan Pillars and Goals:

PILLAR 1	PILLAR 2	PILLAR 3
		
Promoting community vitality	Enhancing environmental sustainability	Fostering progressive government
Goal 1.2 – Sustainable infrastructure and development	Goal 2.1 – Climate change mitigation and adaptation Goal 2.2 – Preserve and enhance our natural environment	Goal 3.2 – Collaborate with our partners and communities Goal 3.4 – Financial sustainability

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

DISCUSSION

Background

Water system capacity is a measure of how much water a municipality/water utility can supply to a community and water demand is a measure of how much water that community consumes. The municipality/water utility ensures that the water capacity of a system is able to meet the communities' needs or water demand. If water demand goes up – through growth, for example – the utility must look at alternatives to service those changing needs.

One option is to increase the capacity in a water system which may involve costly capital infrastructure projects such as new water supplies, water treatment plant/booster pumping stations expansions, and the new addition or upsizing of linear conveyance piping or water storage facilities. Another option is to look at ways to reduce community water demands which may include programs such as leak detection/repair and water demand reduction strategies.

Water Capacity Buy-Back Programs are a water demand management tool. These programs allow municipalities/water utilities to “buy back” their existing water capacity by providing rebates and financial support to existing customers by offering a cost sharing incentive for reducing their water demand.

Typically, these programs are offered to ICI or multi-residential entities that have permanently reduced their operational water use through the following activities:

- **Retrofits** – replacing high water use fixtures (i.e. shower heads, faucets, toilets, dishwashers, or washing, rinse tanks, etc.) with lower-flow options;
- **Upgrades** – implementing grey water reuse or rainwater harvesting projects (i.e. blue roof or cistern for vehicle washing, etc.); and
- **Process optimization** – alteration or change in industrial processes/technologies used to manufacture products (i.e. process water recirculation/recovery, water smart irrigation systems, cooling tower (closed loop) replacement, etc.).

This ‘freed up’ water capacity can then be used by the municipality/water utility to service new growth and development in the community and delay the need for larger more expensive costs to increase the overall systems water capacity through capital projects.

Current Oxford County Water Capacity Buy-Back Program

The Water Capacity Buy-Back Program was initially presented to County Council in 2010 as part of the County's overall Water Efficiency Plan. It was officially enacted in 2013 (refer to Report PW 2013-34) and last updated in 2015 to allow multi-residential properties to be eligible for the incentive.

The objective of the Program is to effectively manage the County's existing water resources, enhance sustainable water management practices, build relationships with our ICI and multi-residential users through realizing mutual goals in water conservation, and enhance the overall resilience of the County's water supply systems.

Since initiation, the Program has provided \$63,000 in incentives across three ICI projects (2014, 2022, and 2023) of varying size, all within the City of Woodstock, and realized over 476 m³/day of water capacity savings. This volume of water demand reduction represents almost 2% of the maximum daily water demand in the County’s water system in Woodstock.

Comments

Staff have identified areas in the current Program which could be improved based on a municipal comparison of similar programs and feedback from past users. Staff have reviewed multiple municipalities across Ontario that have Capacity Buy-Back Programs in place to increase their respective water capacity. Three other Ontario municipalities (Region of Waterloo, City of Guelph and Region of York) have implemented similar incentives. A comparison of how the programs work in each municipality is provided in Table 1.

Table 1: Water Capacity Buy-Back Program Comparison

Municipality	Maximum Funding Percentage per Application	Maximum Funding Dollar Value per Application	Maximum Funding per Litre per Day per Application	One Time Funding Only
Oxford County (Proposed)	50%	\$100,000 Council approval required for >\$100,000	\$0.75/L	No
Oxford County (2013 – Present)	50%	\$50,000 with Council approval after \$50,000	\$0.30/L	Yes
City of Guelph	50%	\$100,000	\$0.75/L	No
Region of Waterloo	50%	No limit	\$0.40/L	No
Region of York	50%	\$50,000	\$0.75/L	Yes

Rebates are most effective when the value of the financial incentive is high enough to influence customers to purchase a product they would not normally have purchased. In order for the program to remain relevant, the financial incentive offered should be reviewed and adjusted. The current Program limits the incentive from being offered more than once to the same company. However, new initiatives and technology advancements continue to be developed and can provide even further water conservation opportunities.

Based on the comparators (Table 1) and considering the Program's performance since 2013, Staff propose to modify the Water Capacity Buy-Back Program (refer to Attachment 1) as follows:

- Revise the Maximum funding amount to \$100,000 per application for staff approval to account for the higher costs of technology advancements, water conservation projects and increased inflation since the initial program inception.
- Increase the incentive for water savings to a maximum of \$0.75/L of realized water savings.
- Allow users to apply for the program more than once, though not more than once in the same calendar year. Organizations that have previously applied for the incentive may still have additional projects or be eligible for new technology advancements that allow further enhancements in water conservation. Allowing applicants to reapply based on new initiatives supports the County's focus on continuous improvement and commitment to environmental stewardship.

These updates to the existing Program are intended to promote greater utilization of the incentive by ensuring that the funding and eligibility criteria are in alignment with other municipal comparators. Applications involving large projects in excess of \$100,000 that staff feel are in the best interest of the County and that meet the eligibility criteria will be brought to County Council for approval. The County will continue to update Council on this program in the Annual Drinking Water System Performance Reports.

Conclusions

Staff support the updated Water Capacity Buy-Back Program as a means to further encourage customers to implement water demand reduction measures/technologies and reduce municipal water consumption.

By continuing to review and modernize the Program, with increased engagement around the incentive from eligible parties, the Program will continue to benefit the County through the deferral of capacity expansion projects and associated costs.

SIGNATURES

Report author:

Original signed by

Mackenzie Schultz
Supervisor of Water and Wastewater Technical Services

Departmental approval:

Original signed by

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

Approved for submission:

Original signed by

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENT

Attachment 1: Updated 2024 Water Capacity Buy-Back Program

2024 Water Capacity Buy-Back Program

1.0 BACKGROUND

The efficient use of Oxford County's municipal groundwater sources is of primary importance to the County. Water Conservation measures such as outside water use restrictions, water use metering initiatives and public education campaigns have been in place in Oxford County municipal systems for several years. The majority of the initiatives have targeted residential users. In 2013, this program was set up for the County's Industrial, Commercial and Institutional (ICI) customers as they account for more than 50% of the water consumed. In 2015, large multi-residential buildings were included as they are often not eligible for programs targeted at single family residential customers. In 2024, the opportunity for eligible properties to reapply for the incentive was added to encourage continuous improvement in water efficiency as new technologies are established. This update also included modernization of the offered incentive rates to remain comparable to other similar programs in Ontario.

A water capacity buy-back program targeted to ICI and multi-residential customers has large potential conservation benefits and is one part of an overall Water Efficiency Plan for the County.

2.0 GOALS AND OBJECTIVES

Communities implement water conservation and efficiency programs for a variety of reasons. The following goals and objectives have been identified for the Water Capacity Buy-Back Program:

- Continue to demonstrate Oxford's excellence in Environmental Stewardship through the efficient use of our groundwater resources;
- Promote economic development opportunities by freeing up existing water and wastewater capacity; and
- Maintain reasonable and competitive water and wastewater rates through the deferral or delay of capital infrastructure required for capacity expansion.

3.0 PROGRAM OVERVIEW

The Water Capacity Buy-Back Program is intended to encourage ICI customers and large multi-residential customers to implement water efficiency technology/processes at their existing facilities and buildings. Financial incentives are offered to help offset initial implementation capital costs.

The program is a win-win solution as the County increases its water supply reserves and the customer sees future cost savings in reduced water/sewer bills.

3.1 Eligibility

In order to be eligible for the program, the property must meet the following criteria:

- a) Be an existing facility/building within Oxford County and be serviced by an Oxford Municipal Water System;
- b) Be classified as an Industrial, Commercial or Institutional customer or be a multi-residential property with at least seven residential units;
- c) For ICI customers, be in compliance with the County's Sewer Use Bylaw and/or a negotiated over-strength agreement; and
- d) Not have previously received funding under the program more than once in the same calendar year.

3.2 Water Audit & Program Application

In order to assess compliance with eligibility requirements, the County requires the completion of a water audit of the facility to determine whether water efficiency opportunities exist. The Audit shall be completed by a qualified professional retained by the customer. County staff will review the Water Audit report, request additional information as necessary and determine whether the eligibility requirements have been satisfied.

Where a facility has been deemed eligible for the program, the applicant shall submit an application outlining the water efficiency measures to be implemented. The report shall include the scope of the work to be undertaken, the associated timelines for implementation and a cost estimate for the project. The report shall be prepared by a qualified professional.

Where projects are limited to a low-flow fixture (toilet/clothes washer) replacement program, the requirement for a qualified professional may be waived, however the report should detail the number and type of replacements as well as the expected costs savings. For multi-residential buildings, County staff will provide data to assist a landlord with completing this application.

3.3 Application Review and Approval

The County will review information provided within the technical report and make a recommendation on the level of funding. The level of funding provided shall be assessed on a case by case basis and take the following into account:

3.3.1 Funding requests less than or equal to \$100,000

- The availability of funds within the approved system budget;
- The overall cost of the project in comparison with the costs of water and wastewater system capacity expansion;
- Be a maximum of 50% of the total cost of the project;
- Be a maximum \$0.75 per litre of water saved per day; and
- Be no more than \$100,000.

3.3.2 Funding requests greater than \$100,000

- The availability of funds within the approved system budget
- The overall cost of the project in comparison with the costs of water and wastewater system capacity expansion;
- Be a maximum of 50% of the total cost of the project;
- Be a maximum \$0.75 per litre of water saved per day; and
- Receipt of County Council approval of the application, based on a staff report recommending acceptance.

For projects of this scope, approved funding will be included in the following year's operating budget and in addition to the payment terms listed in section 4, payment will not be released until such time as the operating budget is approved by County Council or in special circumstances the use of reserves as approved by Council.

3.4 Post-implementation Audit and Payment

Following the completion of the project, the applicant shall on a daily basis monitor water consumption and six-months following the implementation complete a post-implementation water audit to determine the degree of efficiency achieved. A report shall be prepared for the County by a third-party consultant and demonstrate the water savings. The report shall be used to calculate the amount of the payment based on the conditions in section 3.3.



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Adam Degier Drainage Superintendent
Reviewed By:	Josh Brick, CAO	Date:	March 27, 2024
Subject:	Monthly Report	Council Meeting Date:	April 3, 2024
Report #:	DS-24-09		

Recommendation:

That Report DS-24-09 be received as information

Background:

Monthly activities of the Drainage Department to March 27, 2024

Analysis/Discussion

- Working on drain maintenance and various site meetings to review work required with ratepayers
- Commenting on planning applications
- 18 locates for ON 1 Call in March 2024 including 1 emergency locate
- Baker Drain: Third Reading of By-law – April 3, 2024

Background: Council accepted petition on September 7th 2022 for repair and improvements. Curtis MacIntyre of K Smart & Associates was appointed on October 19, 2022 project. Engineer filed report dated January 9, 2024. Tenders posted March 18 – due April 10.

- Mitchell Drain: Third Reading of By-law – April 3, 2024

Background: Petitions from the County and Region for drainage works at Trussler Road and Oxford Road 8 were accepted by the Council. Engineer Kenn Smart was appointed on September 4, 2019. A meeting with Folling and Hurlbut discussed the project's next steps. The road petition had a site meeting on January 29, 2020. A site review with Curtis MacIntyre took place, leading to a future meeting with Ratepayers in the summer of 2023. A comprehensive file review was conducted. Another petition was received on October 18, prompting the Council to appoint an Engineer on

December 6, 2023. Engineer filed report dated December 15, 2023. Tenders posted on March 18 – due April 10.

- 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.

- Princeton Drainage System 2022: Ongoing – Work on the second storm pond in the south east corner of Princeton is moving along – the outlet is being installed.

Background: Report dated July 29/22 filed with the Township on August 8, 2022. Consideration of report was September 7th, 2022. Court of revision on October 5, 2022 council meeting, 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 rewarded to Viewcon Construction Ltd.

- 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
- Attended Ontario One Call, SCRCA Water Quality, and Invasive Species webinars

Respectfully submitted by:

Adam Degier - Drainage Superintendent



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Jim Borton Director of Public Works
Reviewed By:	Josh Brick, CAO	Date:	March 26, 2024
Subject:	Slide in water tank	Council Meeting Date:	April 3, 2024
Report #:	PW-24-07		

Recommendation:

That Report PW-24-07 be received for information;

And further that Council accepts the quote submitted by Road Maintenance Equipment & Services Inc. for the supply and installation of a 2,600 USG slip-in style transport tank.

Background:

The Township currently uses slide in water tanks that fit our dump trucks. We use the water tanks during the spring gravel and dust control applications. Water is applied to help pack the new gravel as well as help in keeping the dust down during the grading process. Staff has found that if the gravel is too dry during the dust control application the dust control doesn't seem to take as well as with the damp gravel.

Analysis/Discussion:

During the capital budget process, it was identified that one of the tanks was at the age for replacement. An inspection was done of the equipment to confirm if replacement was required. During the inspection cracks in the tank were found as well as staff reporting the tank losing water during transportation. Rather than take a chance and be without one during gravel time. Staff is suggesting that the purchase of a new tank be made. In the Public Works capital budget staff identified a need for the purchase of a new tank.

This is the only supplier that I have found that has a tank of the desired capacity that fits in our U-body style of dump/sander trucks. Other suppliers with elliptical tanks have legs that require alterations or cradles made to sit securely in the dump box. Other tanks are flat bottomed and will not fit properly or do not have the required capacity. Staff did look at finding a replacement tank that would fit our current cradle. Unfortunately the size and shape of the tank would require a custom order, this would require a long lead time and not really any cost savings.

This tank is identical to one we purchased from them in 2022 and takes only a matter of minutes to install or take off the truck. Other tanks can take the best part of a day to put on or off. These tanks have also been approved by MTO for the design and how it is secured onto the truck.

Financial Considerations:

Budget: \$28,000.00

Estimated cost: \$27,192.00 plus HST

Attachments: None

Respectfully submitted by:

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

Jim Borton
Director of Public Works



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Jim Borton Director of Public Works
Reviewed By:	Josh Brick, CAO	Date:	March 26, 2024
Subject:	Trackless MT7	Council Meeting Date:	April 3, 2024
Report #:	PW-24-08		

Recommendation:

That Report PW-24-08 be received for information;

And further that Council accepts the quote submitted by Work Equipment for a Trackless MT7.

And further that Council instructs staff to purchase the Trackless MT7 through the Canoe procurement program.

Background:

The Township purchased its first Trackless machine in 2015 and moved the sidewalk winter maintenance program in house. The machine that was purchased is a 2013 refurbished unit with low hours. The Township also purchased at the time a sanding unit for the back, a five-way plow, a snow blower and an extra-long chute for the loading of snow into the dump trucks. In 2016 a sweeper attachment for the front was purchased, it was also purchased used. The Trackless unit was given a life expectancy of 10 years. As the unit is a 2013, replacement was scheduled for 2023. Staff assessed the Trackless unit in 2023 and it was determined that replacement could be pushed to 2024. It has been approved for replacement in the 2024 Capital plan.

Analysis/Discussion:

Since 2015 when the Trackless was acquired, the level of service and quality of work in the sidewalk clearing has improved. The Township receives less complaints annually about the condition of the sidewalks in the winter than it did when this was a contracted service. The Trackless machine is a multi-purpose machine. It is used to clear the sidewalks as its main duty; however, we also use the machine for snow removal in the core of the villages. The sweeper attachment can be used during winter operations or anytime of year to sweep debris off the road way. Staff is also recommending that the Asphalt/Concrete Planer be purchased

with the new MT7 machine. The Asphalt/Concrete Planer is used on sidewalks or asphalt trip edges. The Township has borrowed the City of Woodstock’s unit in the past in order to mitigate trip ledges on the sidewalks.

The new Trackless MT7 will allow our current attachments to mount on to it. This will allow a cost saving over any competitor as we do not need to repurchase a plow, snow blower or sweeper with the unit.

Work Equipment (Trackless) are members of the Canoe procurement program. Since the Township are also members this ensures that purchasing through the Canoe program, we are guaranteed the best price.

Staff is also recommending that the following attachments be purchased with the new Trackless MT7 machine. Ride Control; this is designed for users that travel along distance with their machines. As The Township does road the machine between the villages this will help with the longevity of the machine and be better from a health and safety aspect for the driver as they will not be experiencing such a rough ride.

Data Collection/GPS Connector; this is required so that we can connect our current GPS provider.

Trackless rear mounted sander & Ground speed Regulated Sander control; this is new technology designed to help with salt reduction and better applied salt patterns. The current sander has a single drum and an on and off switch. The new sander is a dual drum and the sander control will regulate the amount of material applied by adjusting speed when traveling fast or slow and stopping when the unit stops. This is the same technology used in our tandem sanders.

Financial Considerations:

2024 approved Budget: \$200,000.00

Trackless MT7	\$172,000.00
Attachments required	<u>\$11,705.00</u>
Total	\$182,705.00

Asphalt/Concrete Planer	\$40,150.00
Total	\$222,855.00

HST extra

Attachments: Trackless Quote

Respectfully submitted by:



Jim Borton
Director of Public Works

55 Thunderbird Drive
P.O. Box 244
Courtland, ON
N0J 1E0

Email: info@workequipment.ca
Office Phone: (519) 688-0370
Fax: 519-688-3644

QUOTE

Date: 03/20/2024
Total No. of Pages: 2

Name: **Jim Borton**

Customer: **Township of Blandford-Blenheim**

Phone: **519-463-5347**

Email: jborton@blandfordblenheim.ca

Sale Rep: **Joe Lampert**

Phone: **(519) 688-0370 Ext. 220**

Cell: **(519) 688-8951**

Email: jlampert@workequipment.ca

Good Afternoon Jim,

Work Equipment Ltd. is pleased to provide you with the following budgetary pricing on Trackless MT7 and attachments:

1 – New Trackless MT7 with the following standard features:

- John Deere 74 hp Tier 4 final emissions standard engine
- winter radial tires
- travel mode and work mode to reduce fuel consumption
- joystick controls with forward/neutral/reverse switch
- air ride seat
- tilt steering
- climate controlled HVAC system with cab pressurizer and branch guard with 360 degree amber and blue strobe lighting
- digital drivers command centre includes onboard diagnostics
- backup camera
- am/fm Bluetooth radio
- intermittent front wiper/washer
- rear window wiper/washer
- seat belt hydrostatic interlock - unless buckled maximum tractor speed 5 km/hr
- cruise control/ hydrostatic lock
- auxiliary hydraulic pump
- low hydraulic oil warning
- battery disconnect switch
- remote negative battery terminal
- operators manual in clear storage compartment
- external hydraulic up/down switch for front cylinders
- reversing engine fan
- seat safety shutdown switch for PTO, engine and hydraulics
- sander run/auto mode deactivates sander hydraulics if tractor stopped or reversed
- spray bar run/auto mode deactivates water tank pump when tractor stopped
- quick release service panels
- high beam/low beam halogen headlights
- LED marker/tail lights
- reverse/work light selector

\$172,000.00

1 – OPB02 Deep Reduction Gearbox required with Asphalt/Concrete Planer	\$9,150.00
1 – OPH33 Ride Control	\$3,005.00
1 – OPM39 Data Collection/GPS Connector	\$660.00
1 – OPM12-1 Ground Speed Regulated Sander Control	\$440.00
1 – New Trackless Rear Mounted Sander	\$7,600.00
1 – New 60" Power Angle Sweeper	\$10,500.00
1 – New Trackless Asphalt/Concrete Planer requires deep reduction gearbox on tractor	\$31,000.00

Please note that above pricing is freight and tax extra.

Delivery of a new unit is approximately 6 months from date of order.

Warranty on the MT7 and attachments is 1 year or 600 hours parts and labour. Engine warranty is 2 years 2,000 hours through John Deere.

Pricing and deliver time are subject to supply chain increases and delays.

If you have any questions or require any additional information please feel free to contact me.

Sincerely,
 Work Equipment Ltd.
 Joe Lampert
 Phone: 519-688-0370 Ext. 220
 Fax: 519-688-3644
 Cell: 519-688-8951





TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Jim Borton Director of Public Works
Reviewed By:	Josh Brick, CAO	Date:	March 27, 2024
Subject:	Monthly Report	Council Meeting Date:	April 3, 2024
Report #:	PW-24-09		

Recommendation:

That Report PW-24-09 be received as information.

Capital

- Gobles CN Bridge – The Township received the schedule from CN for the replacement. Construction will start May 6 and be completed by June 28. Dagmar will be the contractor; CN is trying to reduce the construction time. This is very frustrating; we were very clear at our last meeting in December that we needed this completed by mid May to use as a detour route for the construction project in Princeton.
- Princeton Pond Expansion project – The new Van Wees pond has started construction. The top soil has been stripped and they are currently working on the outlet structure.
- Princeton phase 3 (North section) – Viewcon has been awarded the contract. Estimated start time is mid-May. Staff will work with Viewcon and the County to revise the detour route around the village.
- Bridge 24 EA – The EA reports have been sent out to the agencies for comments. Currently no comments have been made. KSmart are working on the engineering of the structure.
- Equipment – Slide in water tank and Trackless machine have received quotes see reports PW-24-07 & 08.

County Shared Service/Road Association/Training

- Shared Services meeting – The service sharing committee met at the Oxford County office. Some backhoe training was planned. The area municipalities also had a good conversation in regards to lifting the half load restrictions early. It was agreed upon that should all municipalities agree to remove the restriction early we all would do it.

Unfortunately, Oxford County has since told everyone that they will not be able to get a report to County council to seek approval in time to lift the restriction early. All municipalities will be discussing again and will have options in place for the 2025 half load season.

- Road Association – The OCRSA met March 14 in Springford. The meeting was attended well and AORS provided an update on available training and the Trade Show committee gave an update on the preparations for the 2025 show.
- AORS – The BOD met virtually on March 8 to discuss the finance report from 2023 and the 2024 budget. We also reviewed the advocacy that has been taking place. The 2024 Trade Show is coming up next, a group from the Oxford show will be there selling booths for the 2025 show.

Other

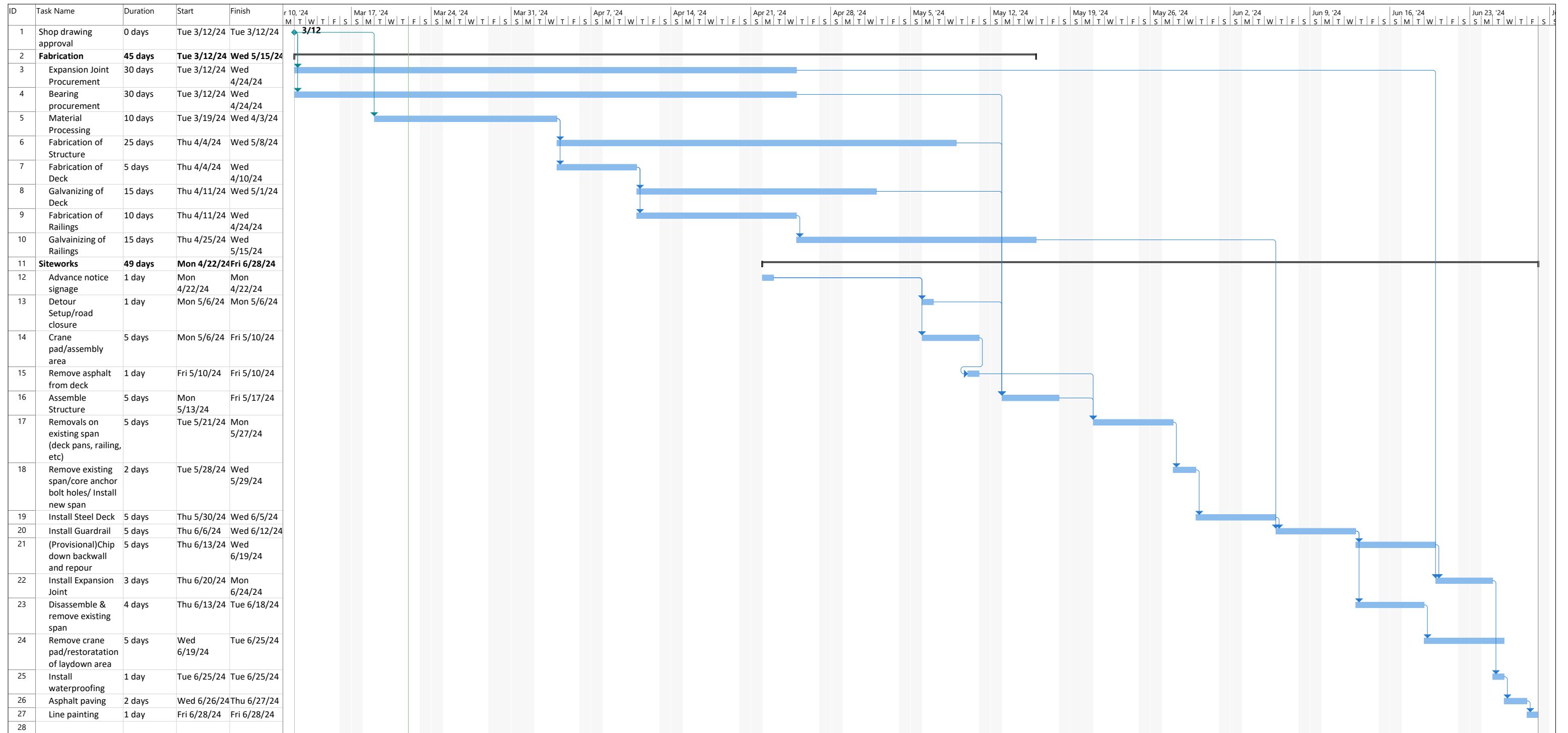
- March continued to be unseasonably warm, we did see a few snow periods but these were minor and the snow was gone within a few days. Staff has been working tree removal, brush clearing, garbage pickup, pot hole repair and grading when the weather permitted.
- Reviewing EA documents for Bridge 24
- Work on gravel tender
- Staff has been working with Josh to approve a road permit that would allow Xplorenet to use the Township right of way to run fibreoptic cable in the Township.
- Work on acquiring quotes and options for water tanks.
- Work with supplier on future equipment purchases.
- Working with MESH and the Drainage Superintendent to add asset management programs to our road patrol and winter patrol program.
- Working with the Drainage Superintendent on finding suitable dump sites for the excess soil from the Princeton Drain project.
- Working with KSmart and Drainage Superintendent on the next phases of the Princeton project.
- Staff is continuing to meet with land owners at outdoor sites to discuss ditch or road issues.

Attachments Gobles bridge schedule

Respectfully submitted by:



Jim Borton CRS-I
Director of Public Works



Project: CN-Gobles Rd- Span Replacement schedule - March 22-24
 Date: Fri 3/22/24

Task		Summary		Inactive Milestone		Duration-only		Start-only		External Milestone		Manual Progress	
Split		Project Summary		Inactive Summary		Manual Summary Rollup		Finish-only		Deadline			
Milestone		Inactive Task		Manual Task		Manual Summary		External Tasks		Progress			



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To: Members of Council

From: Trevor Baer

Reviewed By: Josh Brick, CAO

Date: Mar 26 2024

Subject: Monthly Report – March

Council Meeting Date:
April 3rd 2024

Report #: CS-24-04

Recommendation:

That Report CS-24-04 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 March.

Analysis/Discussion

Administration

Staff have been gathering information to start the Township parks and recreation master plan. The plan is to start this process in June 2024 with the general public.

Arena

We hosted the Plattsville Little Brave tournament over march break at the arena, this brought teams in from Lakefield, Haliburton and other various locations. These visitors require accommodation, restaurants, and local attractions, all local retail business seen benefits from this event.

The last ice rental of the season will be Sat April 6 2024, the ice will be removed for the season after this date.

The Wild lacrosse team will be making the Plattsville arena home for the 2024 season. Last season they played a few games at the arena, and hosted a tournament. This season they will be playing their whole season at the Plattsville Arena.

Parks

We have 13 baseball tournaments booked in our parks for this summer, which includes youth, and adult tournaments.

Thanks

Trevor Baer

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER 2416-2024

Mitchell Drain 2023

A By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford.

WHEREAS the Council of the Township of Blandford-Blenheim in the County of Oxford appointed Curtis McIntyre, P. Eng., of K. Smart Associates Limited, of Kitchener, Ontario, and the Section 4 and 8 report is attached hereto and forms part of this By-law.

AND WHEREAS the estimated total cost of this report consisting of the engineering, construction costs and administration is \$540,000.00.

THEREFORE the Council of The Corporation of the Township of Blandford-Blenheim pursuant to the Drainage Act, R.S.O. 1990, and amendments thereto, enacts as follows:

1. The report dated December 15, 2023 and attached hereto, is hereby adopted and the Drainage Works as therein indicated and set forth is hereby authorized, and shall be completed in accordance therewith.
2. The Corporation may borrow on the credit of the Corporation the amount of **\$540,000.00** being the necessary amount for construction of the Drainage Works.
3. The Corporation may arrange for the issue of debentures on its behalf for the amount borrowed, less the total amount of,
 - (a) grants received under Section 85 of the Act;
 - (b) commuted payments made in respect of lands and roads assessed within the municipality;
 - (c) moneys paid under subsection 61(3) of the Act; and

such debentures shall be made payable within Five (5) years from the date of the debenture and shall bear interest at a rate to be established at the date of the sale of such debentures.

The County of Oxford shall handle the sale of such debentures, with interest at the prevailing rates at the time of debenture sale. The Municipality of the Township of Blandford-Blenheim shall make annual payments without coupons payable to the County of Oxford.

4. A special equal annual rate sufficient to redeem the principal and interest on the debentures shall be levied upon the lands and roads as set forth in the Schedule to be collected in the same manner and at the same time as other taxes are collected in each year for Five (5) years, the year following the due date of the final invoice that calculates the actual costs of the Drainage Works in accordance with the Schedule contained in this By-law.

5. This by-law comes into force on the passing thereof and may be cited as **Mitchell Drain 2023.**

Read a First and Second Time this 7th day of February, 2024.

Original Signed by: Sarah Matheson, Clerk

Original Signed by: Mark Peterson, Mayor

Read a Third Time and Finally Passed this ____ of _____, 2024.

Sarah Matheson, Clerk

Mark Peterson, Mayor

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER 2417-2024

Baker Drain 2024

A By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford.

WHEREAS the Council of the Township of Blandford-Blenheim in the County of Oxford appointed Curtis McIntyre, P. Eng., of K. Smart Associates Limited, of Kitchener, Ontario, and the Section 4 and 8 report is attached hereto and forms part of this By-law.

AND WHEREAS the estimated total cost of this report consisting of the engineering, construction costs and administration is \$137,000.00.

THEREFORE the Council of The Corporation of the Township of Blandford-Blenheim pursuant to the Drainage Act, R.S.O. 1990, and amendments thereto, enacts as follows:

1. The report dated January 9, 2024 and attached hereto, is hereby adopted and the Drainage Works as therein indicated and set forth is hereby authorized, and shall be completed in accordance therewith.
2. The Corporation may borrow on the credit of the Corporation the amount of **\$137,000.00** being the necessary amount for construction of the Drainage Works.
3. The Corporation may arrange for the issue of debentures on its behalf for the amount borrowed, less the total amount of,
 - (a) grants received under Section 85 of the Act;
 - (b) commuted payments made in respect of lands and roads assessed within the municipality;
 - (c) moneys paid under subsection 61(3) of the Act; and

such debentures shall be made payable within Five (5) years from the date of the debenture and shall bear interest at a rate to be established at the date of the sale of such debentures.

The County of Oxford shall handle the sale of such debentures, with interest at the prevailing rates at the time of debenture sale. The Municipality of the Township of Blandford-Blenheim shall make annual payments without coupons payable to the County of Oxford.

4. A special equal annual rate sufficient to redeem the principal and interest on the debentures shall be levied upon the lands and roads as set forth in the Schedule to be collected in the same manner and at the same time as other taxes are collected in each year for Five (5) years, the year following the due date of the final invoice that calculates the actual costs of the Drainage Works in accordance with the Schedule contained in this By-law.

5. This by-law comes into force on the passing thereof and may be cited as **Baker Drain 2024.**

Read a First and Second Time this 7th day of February, 2024.

Original Signed by: Sarah Matheson, Clerk

Original Signed by: Mark Peterson, Mayor

Read a Third Time and Finally Passed this ____ of _____, 2024.

Sarah Matheson, Clerk

Mark Peterson, Mayor

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER 2428-2024

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 April 3rd, 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 3rd day of April, 2024.

By-law read a third time and finally passed this 3rd day of April, 2024

MAYOR
MARK PETERSON

CLERK
SARAH MATHESON