

TOWNSHIP OF BLANDFORD-BLENHEIM

COUNCIL MEETING AGENDA

Wednesday, February 21st, 2024

Watch via Live Stream on Township's YouTube:
<https://www.youtube.com/channel/UCdKRVOGAEuFaGbwHRPzoEXA>

4:00 p.m.

1. Welcome

2. Call to Order

3. Approval of the Agenda

Recommendation:

That the agenda for the February 21st, 2024 Regular Meeting of Council be adopted as printed, and circulated.

4. Disclosure of Pecuniary Interest

5. Minutes

a. [February 7th, 2024 Minutes of Council](#)

Recommendation:

That the minutes of the February 7th, 2024 Regular Meeting of Council be adopted, as printed and circulated.

6. Business Arising from the Minutes

7. Public Meetings

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

i. Minutes

[February 7th, 2024 Meeting of the Committee of Adjustment](#)

ii. Application

[MVA-24-02 Sokol, 51 Powell Street](#)

Recommendation:

That the Township of Blandford-Blenheim Committee of Adjustment approve Application File A02-24, submitted by Larry Etherington on behalf of Kevin and Nicole Sokol for lands described as Part Lot 6, Plan 123, Parts 1 & 3, RP 41R8870 in the Township of Blandford-Blenheim as it relates to:

1. Relief from Table 5.1.1.3 - Regulations for Accessory Uses, to increase the maximum cumulative gross floor area of residential accessory buildings from 100 m² (1,076 ft²) to 119 m² (1,280.9 ft²); and,
2. Relief from Table 5.1.1.3 - Regulations for Accessory Uses, to increase the maximum height of a residential accessory building from 4.5 m (14.8 ft) to 5.3 m (17.5 ft).

Subject to the following condition:

- i. That the proposed relief shall only apply to accessory building of the approximate size and location as depicted on Plate 3 of Report CP 2024-51.

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

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

8. Delegations / Presentations

None.

9. Correspondence

a. Specific

- i. [Glen McNeil, Chair of Western Ontario Wardens Caucus, re: Social and Economic Prosperity Review](#)

Recommendation:

WHEREAS current municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life;

WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation;

WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure;

WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

WHEREAS property taxpayers – including people on fixed incomes and small businesses can't afford to subsidize income re-distribution programs for those most in need;

WHEREAS the province can, and should, invest more in the prosperity of communities;

WHEREAS municipalities and the provincial government have a strong history of collaboration;

THEREFORE, BE IT RESOLVED THAT the Township of Blandford-Blenheim calls on the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario.'; and

FURTHER THAT a copy of this motion be sent to the Premier of Ontario (premier@ontario.ca); Minister of Municipal Affairs and Housing (minister.mah@ontario.ca); the Minister of Finance (minister.fin@ontario.ca); and to the Association of Municipalities of Ontario (amo@amo.on.ca).

b. General

None.

10. Staff Reports

a. Drew Davidson – Director of Protective Services

i. [FC-24-02 – Draft Fireworks By-law](#)

Recommendation:

That Report FC-24-02 be received as information; and,

That Council directs staff to bring the final Fire Works By-Law, with any necessary revisions arising from the Draft By-Law, for consideration at the March 6, 2024 Regular Meeting.

ii. [FC-24-03 – Updated Emergency Reponse Plan By-law](#)

Recommendation:

That Report FC-24-03 be received as information; and,

That Council approves By-Law 2419-2024 with the updates to the Emergency Response Plan.

iii. [FC-24-04 – Fire Department Establishing and Regulating By-law](#)

Recommendation:

That Report FC-24-04 be received as information; and,

That Council approves By-Law 2420-2024, being a By-Law to Establish and Regulate a Fire Department for the Township of Blandford-Blenheim.

iv. [FC-24-05 – January Monthly Report](#)

Recommendation:

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

b. Ray Belanger – Chief Building Official

i. [CBO-24-02 – Monthly Report](#)

Recommendation:

That Report CBO-24-02 be received as information.

c. Jim Borton – Director of Public Works

i. [PW-24-02 – Township Road 12 Paving \(RR Sand and Gravel\)](#)

Recommendation:

That Report PW-24-04 be received for information; and,

That the Township grants permission to RR Sand and Gravel for the purpose of paving Township Road 12 from Oxford Road 22 to the East boundary of their property (Approximately 831 meters).

11. Reports from Council Members

12. Unfinished Business

13. Motions and Notices of Motion

14. New Business

15. Closed Session

a. Report CAO-24-09 - Personal matters about an identifiable individual, including municipal employees [s. 239 (2)(b)]

Re: Staff

b. Report CAO-24-10 - Advice that is subject to solicitor-client privilege, including communications necessary for that purpose [s. 239 (2)(f)]

Re: Municipal Roads

16. By-laws

a. 2419-2024, Being a bylaw to meet the various requirements of the Emergency Management and Civil Protection Act and its related Ontario Regulation 380/04;

b. 2420-2024, Being a By-law to establish and regulate the Fire Department;

c. 2421-2024, Being a By-law to adopt the estimates of all sums required for 2024 for Township purposes; and,

d. 2422-2024, Being a By-law to confirm the proceedings of Council.

Recommendation:

That the following By-laws be now read a first and second time: 2419-2024, 2420-2024, 2421-2024, & 2422-2024.

Recommendation:

That the following By-laws be now given a third and final reading: 2419-2024, 2420-2024, 2421-2024, & 2422-2024.

17. Other

18. Adjournment and Next Meeting

Wednesday, March 6th, 2024 at 4:00 p.m.

Recommendation:

Whereas business before Council has been completed at _____ pm;

Be it hereby resolved that Council adjourn to meet again on Wednesday, March 6th, 2024 at 4:00 p.m.

MINUTES

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

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

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

Other: Robson, Planner.

Mayor Peterson in the Chair.

1. Welcome

2. Call to Order

3. Approval of the Agenda

RESOLUTION #1

Moved by – Councillor Barnes
Seconded by – Councillor Demarest

Be it hereby resolved that the agenda for the February 7th, 2024 Regular Meeting of Council be adopted as printed and circulated.

.Carried

4. Disclosure of Pecuniary Interest

None.

5. Adoption of Minutes

a. January 17th, 2024 Minutes of Council

RESOLUTION #2

Moved by – Councillor Barnes
Seconded by – Councillor Demarest

Be it hereby resolved that the minutes of the January 17th, 2024 Meeting of Council be adopted, as printed and circulated.

.Carried

b. January 24th, 2024 Minutes of Council

RESOLUTION #3

Moved by – Councillor Barnes
Seconded by – Councillor Demarest

Be it hereby resolved that the minutes of the January 24th, 2024 Meeting of Council be adopted, as printed and circulated.

.Carried

6. Business Arising from the Minutes

None.

7. Public Meetings

- a. Public Meeting under the Planning Act, Committee of Adjustment

RESOLUTION #4

Moved by – Councillor Barnes
Seconded by – Councillor Demarest

Be it hereby resolved that Council move into Committee of Adjustment at 4:01 p.m.

.Carried

RESOLUTION #5

Moved by – Councillor Barnes
Seconded by – Councillor Demarest

Be it hereby resolved Committee rise at 4:06 p.m. and that the Open Council meeting resumes.

.Carried

8. Delegations / Presentations

- i. Curtis McIntyre, Drainage Engineer, K. Smart Associates, Re: Mitchell Drain
ii. Curtis McIntyre, Drainage Engineer, K. Smart Associates, Re: Baker Drain

McIntyre presented the Engineer's Reports for both the Mitchell and Baker Drain. No member of Council had questions regarding the reports. No petitioners opted to remove or add their names to the petition. No one in attendance had questions regarding the reports.

RESOLUTION #6

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

Be it hereby resolved that the presentations of the Engineer's Reports for the Mitchell and Baker Drain be received as information.

.Carried

9. Correspondence

a. Specific

None.

b. General

- i. Frank Gross, Manager of Transportation and Waste Management Services, Oxford County, Re: Reduced Load Limit By-law Amendment.
- ii. Travis Lockhart, Woodlands Conservation Municipal Enforcement Officer, Oxford County, Re: Amendments to County Forests and County Lands Recreation By-law and Woodlands Conservation By-law

RESOLUTION #7

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

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

.Carried

10. Staff Reports

a. Adam Degier – Drainage Superintendent

- i. DS-24-02 - Consideration of Report Section 4 and 78 for the Mitchell Drain 2023

RESOLUTION #8

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

Be it hereby resolved that Report DS 24-02 be received as information; and,

That Council gives consideration to By-Law No. 2416-2024 for the Mitchell Drain 2023 and give first and second reading (provisional by-laws); and,

That the Court of Revision be set for Wednesday March 6, 2024 at 4:00 p.m.; and further,

That the Engineer be directed to invite tenders for the Mitchell Drain 2023 with tender closing Wednesday March 13, 2024 at noon.

.Carried

- ii. DS-24-03 – Consideration of Report Section 4 for the Baker Drain 2024

RESOLUTION #9

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

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

Further that Council gives consideration to By-Law No. 2417-2024 for the Baker Drain 2024 and give first and second reading (provisional by-laws); and,

Further that the Court of Revision be set for Wednesday March 6, 2024 at 4:00 p.m.; and further,

That the Engineer be directed to invite tenders for the Baker Drain 2024 with tender closing Wednesday March 13, 2024 at noon.

.Carried

- iii. DS-24-04 – Monthly Report

RESOLUTION #10

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

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

.Carried

- iv. DS-24-05 – Petition for Drainage Appointment of Engineer- Cressridge

RESOLUTION #11

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved that Report DS-24-05 be received as Information; and,

Whereas the Grand River Conservation Authority have not registered any comments to the petition for drainage work for the Part of Lot 17, Concession 13 (Blenheim), to incorporate the drains that were installed by

Greg Voisin Investment Corporation for Cress-Ridge Development as included in Plan 41M10323 parts 1,2,3;

Be it resolved that Council appoints K Smart & Associates Ltd., 85 McIntyre Dr. Kitchener, Ont. N2R 1H6, to prepare a new drainage report as per the petition accordance with Section 4 of the Drainage Act.

.Carried

- v. DS-24-06 – Petition for Drainage Appointment of Engineer- Carson Ried

RESOLUTION #12

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved that Report DS-24-06 be received as Information; and,

Whereas the Grand River Conservation Authority have not registered any comments to the petition for drainage work for the Part of Lot 24, Concession 10 (Blenheim) to incorporate the drains that were installed by Carson Reid Homes (Cambridge) Ltd as included in Plan 41M388, Carson Reid Homes (Cambridge) Ltd. where the storm sewers, catch basins and laterals provide to service the lots and 2 streets to be incorporated as a municipal Drain;

Be it resolved that Council appoints K Smart & Associates Ltd., 85 McIntyre Dr. Kitchener, Ont. N2R 1H6, to prepare a new drainage report as per the petition in accordance with Section 4 of the Drainage Act.

.Carried

b. Jim Borton – Director of Public Works

- i. PW-24-02 – Monthly Report

RESOLUTION #13

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved that Report PW-24-02 be received as information.

.Carried

- ii. PW-24-02 – Monthly Report

RESOLUTION #14

Moved by – Councillor Banbury
Seconded by – Councillor Young

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

That Council defer the decision until the next Council Meeting.

.Carried

c. Trevor Baer – Director of Community Services

- i. CS-24-02 – Monthly Report

RESOLUTION #15

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved that Report CS-24-02 be received as information.

.Carried

d. Denise Krug – Director of Finance

- i. TR-24-02 – 2024 Council Grant Subsidy Requests

RESOLUTION #16

Moved by – Councillor Banbury
Seconded by – Councillor Young

Be it hereby resolved that Report TR-24-02 be received as information;
and,

That Council direct staff to allocate Grant & Subsidy Funds as
recommended.

.Carried

e. Josh Brick – Chief Administrative Officer

- i. CAO-24-08 – Municipal Budget Update

RESOLUTION #17

Moved by – Councillor Young
Seconded by – Councillor Banbury

Be it hereby resolved that Report CAO-24-08 be received as information;
and,

That Council endorses the draft budget amendment as presented; and
further,

That Council directs the Director of Finance/ Treasurer to prepare the final Budget By-Law with noted amendments.

.Carried

11. Reports from Council Members

Councillor Demarest commented regarding the Drumbo Lion's Club Elimination Draw hosted last Saturday evening. Member Demarest reported that there was a 20% increase in attendance over the previous year. Member Demarest noted that this event pulled together service clubs throughout the Township, particularly the Plattsville Lion's Club assisted. Member Demarest noted she would like to see more collaboration of volunteers and service clubs throughout the Township. Mayor Peterson concurred with Member Demarest's comments.

12. Unfinished Business

None.

13. Motions and Notices of Motion

None.

14. New Business

None.

15. Closed Session

- a. Report CAO-24-07 - Personal matters about an identifiable individual, including municipal employees

Re: Legacy Agreement

RESOLUTION #18

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 5:05 p.m. to discuss:

- a. Report CAO-24-07- Personal matters about an identifiable individual, including municipal employees

Re: Legacy Agreement

.Carried

RESOLUTION #19

Moved by – Councillor Young
Seconded by – Councillor Banbury

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 5:27 p.m.

.Carried

16. Other Business

None.

17. By-laws

- a. 2415-2024, Being a By-law to amend Zoning By-Law Number 1360-2002, as amended (Ross Roth Sand & Gravel);
- b. 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) (1st & 2nd reading only);
- c. 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) (1st & 2nd reading only);
- d. 2418-2024, Being a By-law to confirm the proceedings of Council.

RESOLUTION #20

Moved by – Councillor Young
Seconded by – Councillor Banbury

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

2415-2024, Being a By-law to amend Zoning By-Law Number 1360-2002, as amended (Ross Roth Sand & Gravel);

2416-2024, Being a By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford (Mitchel Drain 2023) (1st & 2nd reading only);

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) (1st & 2nd reading only); and,

2418-2024, Being a By-law to confirm the proceedings of Council.

.Carried

RESOLUTION #21

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:

2415-2024, Being a By-law to amend Zoning By-Law Number 1360-2002, as amended (Ross Roth Sand & Gravel); and,

2418-2024, Being a By-law to confirm the proceedings of Council.

.Carried

18. Adjournment and Next Meeting

RESOLUTION #22

Moved by – Councillor Young
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 5:29 p.m.; and,

That Council adjourn to meet again on Wednesday, February 21st, 2024 at 4:00 p.m.

.Carried

Mark Peterson, Mayor
Township of Blandford-Blenheim

Sarah Matheson, Clerk
Township of Blandford-Blenheim

Township of Blandford-Blenheim
Committee of Adjustment
Council Chambers, 47 Wilmot St. S. Drumbo
Streamed to Township's YouTube
Wednesday, February 7th, 2024
4:01 p.m.

COMMITTEE OF ADJUSTMENT MINUTES

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

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

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

Others: Dustin Robson, Planner, Oxford County.

Mayor Peterson in the Chair

Disclosure of Pecuniary Interest

None.

Minutes

i. January 24th, 2024 Meeting of the Committee of Adjustment

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

Moved by – Councillor Banbury
Seconded by – Councillor Young

Application

i. Application for Minor Variance MVA-24-01 Bretz Farms Ltd., 896829 Washington Road

The Planner presented the report, recommending approval. The applicants were present. No Committee member asked questions or made comment regarding the application. No one in attendance spoke for or against the application.

Verbal motion to approve the application.

Moved by – Councillor Banbury
Seconded by – Councillor Demarest

For application A24-01 the decision was signed as approved.

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

Community Planning

P. O. Box 1614, 21 Reeve Street

Woodstock Ontario N4S 7Y3

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

Web site: www.oxfordcounty.ca

Our File: **A02-24**

APPLICATION FOR MINOR VARIANCE

TO: Township of Blandford-Blenheim Committee of Adjustment

MEETING: February 21, 2024

REPORT NUMBER: CP 2024-51

OWNERS: Kevin & Nicole Sokol
51 Powell Street, Drumbo, ON N0J 1G0

AGENT: Larry Etherington
935046 Blenheim Road, Drumbo, ON N0K 1V0

VARIANCES REQUESTED:

1. Relief from **Table 5.1.1.3 - Regulations for Accessory Uses**, to increase the maximum cumulative gross floor area of residential accessory buildings from 100 m² (1,076 ft²) to 119 m² (1,280.9 ft²); and,
2. Relief from **Table 5.1.1.3 - Regulations for Accessory Uses**, to increase the maximum height of a residential accessory building from 4.5 m (14.8 ft) to 5.3 m (17.5 ft).

LOCATION:

The subject lands are described as Part Lot 6, Plan 123, Parts 1 & 3, RP 41R8870, in the Township of Blandford-Blenheim. The lands are located on the north side of Powell Street, lying to the west of Peterson Street, and municipally known as 51 Powell Street.

BACKGROUND INFORMATION:

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "C-3"	County of Oxford Settlement Strategy Plan	Serviced Village
Schedule "B-1"	Township of Blandford-Blenheim Land Use Plan	Settlement
Schedule "B-3"	Village of Drumbo Land Use Plan	Low Density Residential

TOWNSHIP ZONING BY-LAW:

Residential Type 1 Zone (R1)

COMMENTS:(a) Purpose of the Application:

The applicants are proposing relief from the above-noted provisions of the Township Zoning By-law to permit a new residential accessory building on the subject lands. The applicants are proposing to erect a detached garage in the interior side yard. The applicants are proposing a maximum size of 119 m² (1,280.9 ft²) in gross floor area and a maximum height of 5.3 m (17.5 ft). The proposed detached garage would be used for personal storage accessory to the existing residential use (single detached dwelling). The proposed additional height is to accommodate the storage of a recreational vehicle.

The subject lands, which are currently zoned 'Residential Type 1 Zone (R1),' have a lot area of approximately 1,892.8 m² (20,373.9 ft²) and contain an existing two storey single detached dwelling with a ground floor area of approximately 92.9 m² (1,000 ft²). The lands are located within an established residential area where the uses are predominately single detached dwellings but also includes a converted dwelling on the southside of Powell Street.

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

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

Plate 3, Applicants' Sketch (Site Plan), shows the location and setbacks of the proposed accessory building, as well as the existing dwelling.

Plate 4, Applicants' Sketch (Elevation), shows the proposed elevation of the building when looking north from the front lot line.

(b) Agency Comments

The Township Chief Building Official, the Township Drainage Superintendent, and Southwestern Public Health have indicated no concerns regarding the proposal.

(c) Public Consultation:

Public Notice was provided to surrounding property owners in accordance with the requirements of the Planning Act. As of the writing of this report, no comments or concerns had been received from the public.

(d) Intent and Purpose of the Official Plan:

The subject lands are located within the 'Settlement' designation according to the Township of Blandford-Blenheim Land Use Plan, in the Official Plan. In the Settlement (Serviced Village) designation, a full range of land uses is permitted in accordance with the land use patterns shown

on the noted Land Use Plan. The lands are designated 'Low Density Residential on Schedule B-3 and are intended to be used for a variety of low density housing forms consisting of single detached, semi-detached, duplexes, converted dwellings and street townhouses. The use of the lands for a single detached dwelling and accessory uses thereto conforms to the Low Density Residential policies of the Official Plan.

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

The subject lands are zoned 'Residential Type Zone (R1)' in the Township of Blandford-Blenheim Zoning By-law. The R1 zone permits low density residential uses such as single detached dwellings, converted dwellings, additional residential units, and associated accessory buildings and structures,

Accessory buildings are subject to Section 5.1 of the Zoning By-law. In accordance with Section 5.1, residential accessory structures are permitted in any yard other than a required front yard or exterior side yard, with a minimum distance from the main buildings of 1.2 m (3.9 ft) and minimum side and rear yard setbacks of 1.2 m (3.0 ft).

The maximum permitted lot coverage for accessory structures in a residential zone is 10% of the lot area or 100 m² (1,076 ft²) of gross floor area, whichever is lesser, and the maximum permitted height is 4.5 m (14.8 ft). The applicants have indicated that all provisions of the By-law will be met, apart from the proposed increased lot coverage (gross floor area) and maximum height.

The lot coverage and height provisions are the Zoning By-law is intended to ensure that accessory uses and structures remain clearly secondary to the main residential use of the property and have minimal impact on neighbouring properties. Further, these provisions assist in ensuring that sufficient space is maintained on the property to accommodate off-street parking, grading and drainage, and amenity space. It is also the intent of the Zoning By-law to limit the size of these structures to that necessary and suitable to accommodate the needs of the principal residential use.

Planning staff are satisfied that the requested relief is in-keeping with the general intent and purpose of the Zoning By-Law as the final size and scale of the detached accessory structure will remain such that it is clearly accessory to the principal residential use of the subject lands.

(f) Desirable Development/Use:

The applicants are proposing relief of the maximum lot coverage and height provisions for residential accessory structures to permit the construction of a detached garage.

While staff acknowledge that the requested maximum height of 5.3 m (17.5 ft) is higher than perhaps would traditionally be considered for an accessory building within a settlement, staff are also of the opinion that there is merit in this specific case. The subject lands contain a considerable change in the topography moving from west to east. The proposed location of the accessory building is approximately 1.2 m (4 ft) lower than the location of the existing dwelling on the subject lands and the neighbouring dwelling to the east. Given the topography of the proposed location for the accessory building, staff are of the opinion that the proposed maximum height of 5.3 m (17.5 ft) is appropriate.

It would also appear that sufficient space will be maintained on the property to accommodate off-street parking, drainage and amenity space. Accordingly, Planning staff are of the opinion that the proposal will not result in negative impacts to surrounding property owners and is in-keeping with the general intent and purpose of the Zoning By-Law as the proposed scale and the location

of the accessory structure will result in a structure that is clearly secondary to the principal residential use of the subject lands.

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

RECOMMENDATION:

That the Township of Blandford-Blenheim Committee of Adjustment **approve** Application File A02-24, submitted by Larry Etherington on behalf of Kevin and Nicole Sokol for lands described as Part Lot 6, Plan 123, Parts 1 & 3, RP 41R8870 in the Township of Blandford-Blenheim as it relates to:

1. Relief from **Table 5.1.1.3 - Regulations for Accessory Uses**, to increase the maximum cumulative gross floor area of residential accessory buildings from 100 m² (1,076 ft²) to 119 m² (1,280.9 ft²); and,
2. Relief from **Table 5.1.1.3 - Regulations for Accessory Uses**, to increase the maximum height of a residential accessory building from 4.5 m (14.8 ft) to 5.3 m (17.5 ft).

Subject to the following condition:

- i. That the proposed relief shall only apply to an accessory building of the approximate size and location as depicted on Plate 3 of Report CP 2024-51.

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

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

Authored by: *original signed by*

Dustin Robson, MCIP, RPP
Development Planner

Approved for submission by: *original signed by*

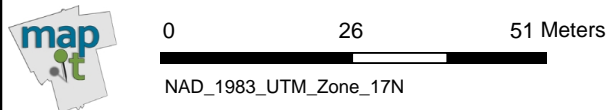
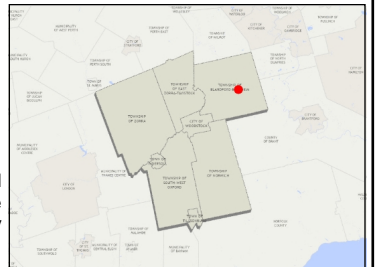
Eric Gilbert, MCIP, RPP
Manager of Development Planning



Legend

- Parcel Lines**
 - Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary
- Zoning Floodlines**
- Regulation Limit**
 - ◆ 100 Year Flood Line
 - ▲ 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
- Land Use Zoning (Displays 1:16000 to 1:500)

Notes



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

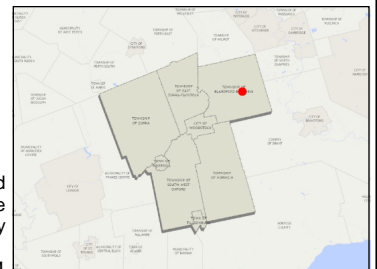
January 26, 2024



Legend

- Zoning Floodlines Regulation Limit
- ◆◆ 100 Year Flood Line
- ▲ 30 Metre Setback
- Conservation Authority Regulation Limit
- Regulatory Flood And Fill Lines
- Land Use Zoning (Displays 1:16000 to 1:500)

Notes



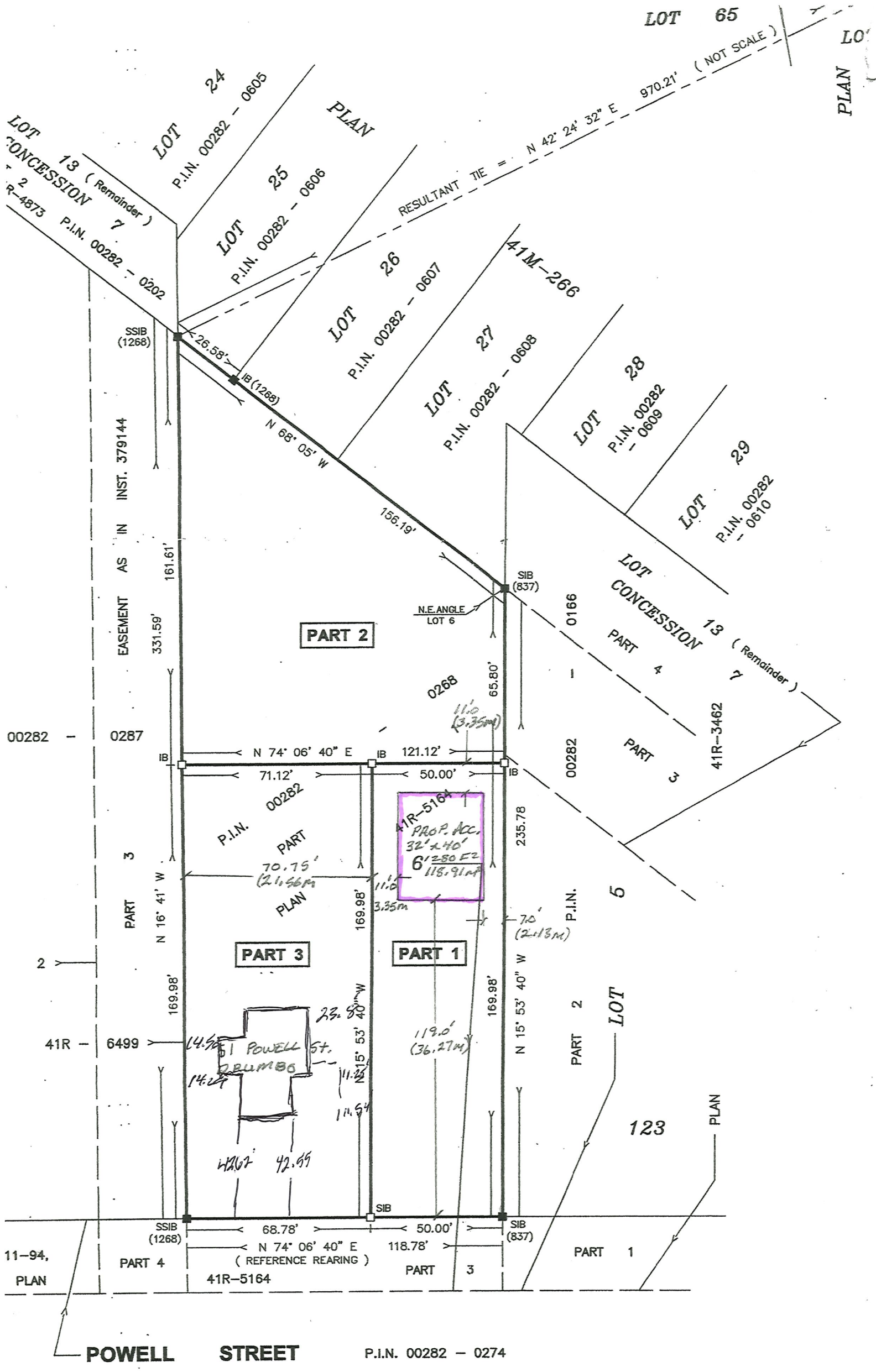
0 13 26 Meters

NAD_1983_UTM_Zone_17N



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

January 26, 2024



KEVIN SOKOL / C/O LARRY ETHERINGTON
 51 POWELL ST. DRUMBO
 BLANDFORD - BLENHEIM TWP.
 LOT #6 / PLAN # 123
 PIN # 00282 / 41R 5164

PROPOSED ACC. BUILDING
 32' x 40' - 1280 F² (118.91 M²)

PROPOSED SET BACKS
 - FRONT SOUTH - 119.0' (36.27M)
 - REAR NORTH - 11.0' (3.35M)
 - RIGHT EAST - 7.0' (2.13M)
 - LEFT WEST - PART#1 - 11.0' (3.35M)
 - PART#3 - 70.75' (21.56M)

COVERAGES

PART#1 - 50.0' x 169.98' -
 - 8499 F² (789.56 M²)

PART#3 - VAR. - 68.78' - 71.12' x 169.98' -
 - 12088.97 F² (1123.06 M²)

TOTAL AREA - PARTS #1 & 3
 - 20587.97 F² (1912.62 M²)

EXISTING BUILDING COV. - PART#3
 - 2 STOREY - 1000 F² (92.9 M²)

PROPOSED BUILDING COV. - PART#1
 - 1 STOREY - 32' x 40' -
 - 1280 F² (118.91 M²)

TOTAL EX. & PROPOSED - 2280 F² (211.81 M²)
 TOTAL BUILDING PERCENT - 11.07%

NOTES:
 - THE PROPOSED BUILDING LOCATION IS APPROX. 4'-0" (1.2M) LOWER IN ELEVATION THAN EXISTING HOUSE AND ADJACENT BUILDINGS.

Plate 4: Applicants' Sketch - Elevation

File No. A02-24 (Sokol)

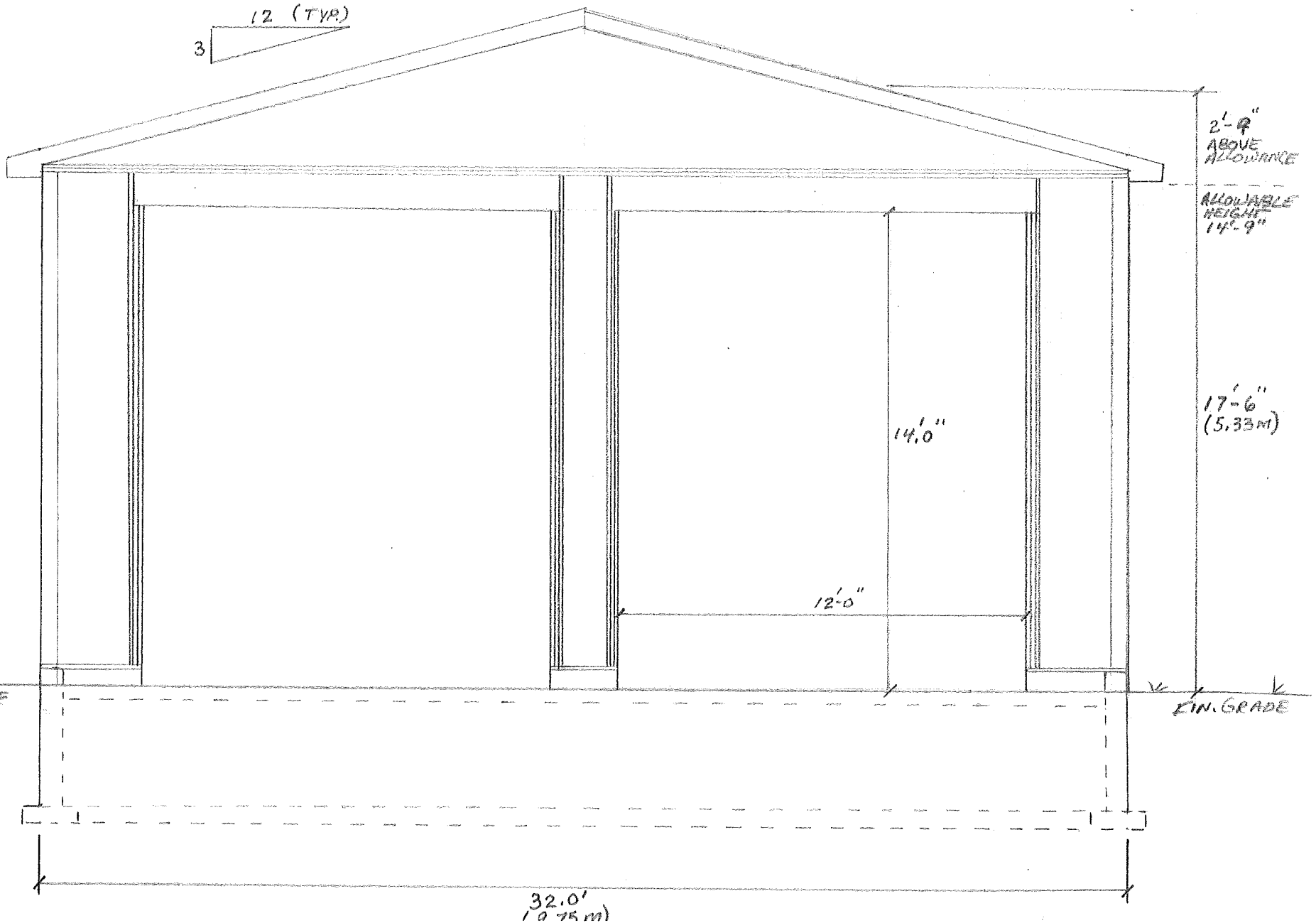
Part Lot 6, Plan 123, Parts 1 & 3, RP 41R8870, Township of Blandford-Blenheim - 51 Powell Street

KEVIN SOKOL

- PROPOSED ACC. BUILDING - 32'-0" x 40'-0"

- SOUTH ELEV.

- SCALE - 1/4" = 1'-0"





February 13, 2024

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Delivered electronically to premier@ontario.ca

Re: Social and Economic Prosperity Review

In October 2023, the Association of Municipalities of Ontario (AMO) called upon you as Premier to agree to an update of the provincial-municipal partnership by conducting a social and economic prosperity review: a joint review of revenues, costs and financial risks and a detailed analysis of Ontario's infrastructure investment and service delivery needs.

At the regular meeting of the Western Ontario Wardens' Caucus on Friday, February 9, 2024, the Caucus supported AMO with the following resolution;

Moved by R. Ehgoetz, seconded by D. Canniff:

WHEREAS current municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life;

WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation;

WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure;

WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

WHEREAS property taxpayers – including people on fixed incomes and small businesses can't afford to subsidize income re-distribution programs for those most in need;

WHEREAS the province can, and should, invest more in the prosperity of communities;

WHEREAS municipalities and the provincial government have a strong history of collaboration;

WHEREAS, BE IT RESOLVED THAT the Province of Ontario commit to undertaking with

the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario; and

FURTHER THAT a copy of this motion be sent to the Premier of Ontario (premier@ontario.ca); Minister of Municipal Affairs and Housing (minister.mah@ontario.ca); and to the Association of Municipalities of Ontario (amo@amo.on.ca) - **CARRIED**

As you know, Ontario's municipal governments provide critical services that residents rely on most every day. The ability to provide these services depends on a fiscal framework that enables municipalities to balance revenues and expenditures responsibly and fairly, reflecting local circumstances and priorities.

Municipalities across Ontario are also facing increasingly complex challenges, such as tackling homelessness and climate change, without the financial tools to solve them. In 2022, municipal expenditures outpaced provincial contributions by nearly \$4 billion in areas of provincial responsibility including social housing, long-term care, land ambulance, social services, and childcare. This current arrangement makes it impossible for municipalities to invest in the infrastructure needed to support housing and economic growth, or to prepare for the impacts of climate change. Property taxpayers, including small business owners and seniors on fixed incomes, can't afford to pay for the province's affordability and homelessness crisis.

Taxpayers expect governments to work together to solve problems. We look forward to collaborating with you on this critical review.

Sincerely,



Glen McNeil
Chair, Western Ontario Warden's Caucus

cc.

Hon. Paul Calandra, Minister of Municipal Affairs and Housing, minister.mah@ontario.ca
Hon. Peter Bethlenfalvy, Minister of Finance, minister.fin@ontario.ca
Association of Municipalities of Ontario, amo@amo.on.ca
Western Ontario MPPs
Western Ontario Municipalities



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Drew Davidson Director of Protective Services
Reviewed By:	Josh Brick, CAO / Sarah Matheson, Clerk	Date:	February 6 th 2024
Subject:	Draft Fireworks By-law	Council Meeting Date:	February 21 th 2024
Report #:	FC-24-02		

Recommendation:

That Report FC-24-02 is received as information; and,

That Council directs staff to bring the final Fire Works By-Law, with any necessary revisions arising from the Draft By-Law, for consideration at the March 6, 2024 Regular Meeting.

Purpose:

The purpose of this report is to present a draft By-law that would establish regulations related to the sale and use of fireworks within the limits of the Township of Blandford-Blenheim.

Staff are seeking Council feedback on the proposed By-Law. Any recommendations/ revisions put forward will be included in the final Fire Works By-Law, which staff are intending to present for Council consideration on March 6, 2024.

Background:

There is presently no By-law established in Blandford-Blenheim that regulates the sale and/or use of fireworks. Adjacent municipalities, such as County of Brant, Township of Wilmot and Township of East Zorra-Tavistock have By-Laws that to varying degrees regulate the sale and use of fireworks.

Analysis:

The following is a high-level summary of updates contained in the new draft By-law.

- Prohibits at any time, the sale of firecrackers or the discharge and use of firecrackers;
- Prohibits at any time, the discharge of fireworks, except as follows:
 - On the observed holidays known as Victoria Day, and Canada Day;
 - The two days prior and two days following Victoria Day, and Canada Day;

- On days other than those approved in this By-Law that have an approved permit by Council and the Fire Chief.
 - Sales of fireworks will be restricted to established commercial retail outlets obtaining a permit to sell on the permitted days. No temporary vendor permits will be issued;
 - Prohibits the sale and display of fireworks in commercially established businesses except for seven days prior to Victoria Day, and Canada Day;
 - Advertisement for the sale of fireworks is set to only being displayed twenty-one days prior to Victoria Day, and Canada Day.

It is important to note that these provisions, including penalty provisions within the By-Law, are generally inline with neighboring and comparable municipalities.

Financial Implications

N/A

Attachments

- [Draft Fireworks By-law](#)
- Application Schedule "B"
- Fireworks Safety Page

Respectfully submitted by:



Drew Davidson
Director of Protective Services

THE CORPORATION OF THE TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER xxxx-2024

**BEING A BY-LAW TO REGULATE THE SALE AND USE OF FIREWORKS IN THE
TOWNSHIP OF BLANDFORD-BLENHEIM**

WHEREAS Section 121, Clause (a) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, provides that a local municipality may prohibit and regulate the sale of fireworks and the discharge of fireworks;

AND WHEREAS Section 436 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, states that a municipality has the power to pass by-laws providing that the municipality may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether or not there is compliance with a by-law of the municipality passed under the Municipal Act; a direction or order of the municipality made under the Municipal Act or made under a by-law of the municipality passed under the Municipal Act; a condition of a licence issued under a by-law of the municipality passed under the Municipal Act; or an order made under section 431 of the Municipal Act;

AND WHEREAS the Council of the Corporation of the Township of Blandford-Blenheim deems it necessary to regulate the supply, sale and setting off of fireworks within the boundaries of the Township of Blandford-Blenheim;

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

SECTION 1: INTERPRETATION

- (a) “Act” means the Explosives (Canada) Act, R.S.C., 1985, c. E-17 and Regulations, each as amended.
- (b) “Canada Day” means July 1.
- (c) “Chief Fire Official” means a person designated by the Municipality pursuant to provisions of the Fire Prevention and Protection Act and shall include his or her designate.
- (d) “Christmas Cracker” means a device which when pulled at each end makes a popping sound and which may contain candy or other favours.
- (e) “Combustible materials” means any material that may catch on fire and burn.
- (f) “Discharge” means the use, release, emission, ejection, ignition, lighting or setting-off of fireworks; and includes permitting such Discharge or causing such Discharge.
- (g) “Display Fireworks” means Type F.2, high hazard firework articles that are classed under the Explosives Act and Regulations, designed for use by professionals holding a Fireworks Operator Certificate. These articles include but not limited to aerial shells, cakes, roman candles, waterfalls, lances and wheels.

- (h) "Family Fireworks" means low-hazard firework articles designed for recreational use by the public which are classified as type F.1 explosives under the Act and Regulations, including but not limited to: showers, golden rain, lawn lights, pinwheels, roman candles, and volcanoes, but does not include party poppers or sparklers containing less than 2 mg of explosive substance.
- (i) "Firecracker" means a device that explodes instantaneously when ignited and does not produce any visible effect after the explosion but does not include caps for toy guns.
- (j) "Fireworks" means Display Fireworks and Family Fireworks.
- (k) "Fireworks Accessories" means explosive articles used to initiate various types of Fireworks including Type F.4 pursuant to the Act and regulations.
- (l) "Fireworks Supervisor" means a person holding a current certification as a fireworks supervisor under the authority of the Act and has the skill and ability to safely set up and supervise the Discharge of Fireworks at a public display, as approved by the Fire Chief or designate.
- (m) "Municipal Law Enforcement Officer" means any Person appointed by the Township of Blandford-Blenheim to enforce municipal by-laws.
- (n) "No Smoking Sign" means a sign clearly identifying a no smoking rule.
- (o) "Owner" means any one or more of: any Person holds, in whole or in part, legal or beneficial ownership of the Property, a tenant, lessee, or occupant of the Property, any Person who, in whole or in part, controls, maintains, or is responsible for, whether as agent, trustee, or otherwise, the Property; and in all cases, includes their heirs, executors, assignees and administrators or other legal representatives of an individual and their respective successors and assignees and in the case of a corporation, includes its officers and directors.
- (p) "Permitted Days" means Canada Day or Victoria Day and two (2) days before and two (2) days after Canada Day and Victoria Day.
- (q) "Person" means a natural person and includes an Owner, partner, and a corporation.
- (r) "Prohibited Fireworks" includes but is not limited to, firecrackers, cigarette loads, exploding matches, sparkling matches, ammunition for miniature tie clip, cuff link, or keychain pistols, auto alarms or jokers, cherry bombs, M-80 and silver salutes and flash crackers; throw down and step on torpedoes, crackling balls, exploding golf balls, stink bombs and smoke bombs, tear gas pens and launchers, table bombs, table rockets and battle sky-rockets, fake firecrackers.
- (s) "Property" means any public or private land, building, structure or other real property;
- (t) "Regulations" means Explosives Regulations, 2013 (SOR/2013-211), as amended;
- (u) "Seller" means any Person working in any building where Fireworks are sold, and shall include every employee and the Vendor.
- (v) "Special Effect Pyrotechnics" has the same meaning as in Part 17 of SOR/2013-211 of the Act and includes: explosives used to produce a special effect in a film or 4 television production or a performance before a live audience; explosives which may be classified as type F.3 in the Act; Fireworks Accessories which are classified as type F.4 in the Act; black powder and hazard category PE 1 black powder substitutes type

- P.1; smokeless black powder and hazard category PE 3 black powder substitutes type P2.; initiation systems classified as (type I) under the Act such as blasting accessories; and detonating cord classified at type E.1 under the Explosives Act and low-hazard special purpose explosives (Type S.1) and high-hazard special purpose explosives (Type S.2).
- (w) “Township” shall mean The Corporation of the Township of Blandford-Blenheim and includes the geographical boundaries.
 - (x) “Vendor” means either (i) an Owner or operator of any building or structure where Fireworks are being sold; or (ii) a Temporary Vendor.
 - (y) “Vendor of Special Effect Pyrotechnics” means a Person who is licensed to acquire, store and sell special effect pyrotechnics in accordance with the Act and Regulations
 - (z) “Victoria Day” means the Monday preceding May 25

SECTION 2: GENERAL PROVISIONS

- (a) No Person shall set off any fireworks when a fire ban is in effect.
- (b) No Person shall store, handle, sell or display Fireworks except in the Commercial Zones.
- (c) Fireworks shall not be sold out of a vehicle; which includes a booth, stall, trailer, motor vehicle, recreational vehicle, camper, all-terrain vehicle, mobile home, but shall only be sold from a commercial building or accessory structure in the required zone.
- (d) No Person shall store, handle, sell or display Fireworks except in accordance with the Explosives Act and this By-law as an accessory use only.
- (e) No Person under the age of eighteen (18) years shall possess Fireworks.
- (f) No person shall sell any Special Effect Pyrotechnic fireworks.

SECTION 3: PROHIBITED FIREWORKS, FIRECRACKERS AND FLYING LANTERNS

- (a) No Person shall offer for sale, cause to be sold, or sell Firecrackers or Flying Lanterns.
- (b) No Persons shall set off, or cause to be set off any Firecrackers or Flying Lanterns.
- (c) No Person shall possess Firecrackers or Flying Lanterns.
- (d) No person shall possess any fireworks listed in Schedule “A”

SECTION 4: VENDORS

- (a) No Person shall display, sell or offer for sale, or permit the sale or offering for sale, any Prohibited Fireworks.
- (b) No Person shall sell or offer for sale, or permit the sale or offering for sale, Fireworks except in accordance with this by-law, the Act, and any other and all associated laws.
- (c) No person shall sell, offer, or expose for sale any Family Fireworks without first obtaining a Permit to do so from the Municipal Office by completing in its entirety a “Fireworks Display Application” attached as Schedule “B” and such Permit application is approved by the Chief Fire Officer and after paying the appropriate non-refundable application fee as set out on the Township of Blandford-Blenheim Municipal Fees and Charges By-law. Said Permit is non-transferable by the owner and/or location or premise.
- (d) Every Vendor shall post, and keep posted, a copy of this by-law in a conspicuous place upon any premises from which Fireworks are sold, or offered for sale.
- (e) No Person shall sell or offer for sale, or permit the sale or offering for sale, of any Fireworks to anyone under the age of eighteen (18) years.
- (f) No Person shall display, sell or offer for sale, or permit the sale or offering for sale of any Fireworks at any time except on Victoria Day and Canada Day and seven (7) calendar days preceding these holidays, provided that nothing in this by-law shall prevent the sale of Fireworks or Special Effects Pyrotechnics to the holder of a permit for the purpose of a Fireworks Display or Special Effects Pyrotechnics display in accordance with this by-law and the Act.
- (g) No Person shall advertise the sale of Family Fireworks except on Canada Day, Victoria Day, on the day fixed by proclamation for the observance of Canada Day and Victoria Day, and the preceding twenty-one (21) days in each case;
- (h) Nothing in this by-law shall restrict the sale of Christmas Crackers, sparklers or caps for toy guns.
- (i) Every Vendor shall post, and keep posted, a visible No Smoking Sign, in a conspicuous place, at every entranceway, exit, and doorway of the building, where Fireworks are being displayed, sold or offered for sale.
- (j) Every Vendor must ensure that there is no smoking within fifteen (15) metres of any building, where Fireworks are being sold. No Person shall smoke or use an open flame, such as a light, match or torch in a room or space where Fireworks are stored or displayed or in any case less than 3 metres from any fireworks.
- (k) Every Vendor shall provide at least one functional 3A 40BC rated fire extinguisher to every room or location where Fireworks are displayed, sold, or offered. Every Vendor shall ensure that such extinguisher is accessible at all times.

(l) The Vendor shall take all necessary and reasonable steps to ensure that all Persons are immediately evacuated from the area, where any fire may spread to the Fireworks.

(m) Every Vendor shall post and keep posted in all rooms or locations where Fireworks or are displayed, sold, or offered, a sign indicating "IN CASE OF FIRE, THE FIRE EMERGENCY NUMBER IS 911", accompanied with all necessary information pertaining to the address or location of the premises, building.

SECTION 5: FAMILY FIREWORKS – DISCHARGING

- (a) No Person shall ignite, set off or have a display of Family Fireworks on any Property unless such Person is the owner of that Property or has written permission to do so by the owner of such Property.
- (b) No Person shall ignite, set off, have a display of Family Fireworks without the supervision of a responsible Person of at least eighteen (18) years of age.
- (c) The Person in Subsection 7(b) shall have the necessary means readily at hand to summons the Fire Department.
- (d) No Person shall ignite, discharge or set off any Family Fireworks into or inside of any building, structure, vehicle, or on any other place of Property where such ignition, discharge or setting off may create a nuisance or safety hazard to any Person or Property.
- (e) No person shall ignite, discharge or set off any Family Fireworks within 500 metres of any agricultural building or structure.
- (f) No person shall ignite, discharge or set off any Family Fireworks within 25 metres of any residential building or structure.
- (g) No person shall ignite, discharge or set off any Family Fireworks within 25 metres of any combustible materials.
- (h) No Person shall ignite, discharge or set off any Family Fireworks into or on Municipal Property including without limitation, streets, lanes, squares or other public places without written approval of the Township.
- (i) No Person shall ignite, discharge or set off any Family Fireworks off of, or from the roof of any building or structure, or anywhere with less clearance to persons and combustible property as is prescribed by the manufacturer on the exterior of the firework article without written approval of the Chief Fire Official or designate.
- (j) No person shall ignite, discharge or set off any Family Fireworks within 500 metres of where explosives, gasoline or other flammable substances may be stored.

- (k) No Person shall ignite, discharge or set off any Family Fireworks after the hour of 11 p.m. (local time) on the day of, 2 days previous to, or 2 days following the days established by this by-law.
- (l) No Person shall store, handle or discharge Family Fireworks in an unsafe manner, or in a manner that creates a nuisance, taking into account the noise, danger from fire and explosion, and risk of death, injury and damage to property inherent in the storage, handling or use of Fireworks.
- (m) No Person shall discharge Family Fireworks where fallout or debris lands on any Property of which he or she is not the Owner, without first obtaining the prior written permission of the Owner.
- (n) No Person shall discharge Family Fireworks into, inside of, or on any building, accessory building, structure or motor vehicle.
- (o) No Person shall discharge Family Fireworks except in accordance with the manufacturer's safety instructions for each individual ordinance.
- (p) No Person shall discharge Family Fireworks without a readily available and suitable means for immediate extinguishment.

SECTION 6: DISPLAY FIREWORKS PERMIT

Every person applying for a Display Fireworks Permit shall submit an application to the Township a minimum of twenty-one (21) days prior to the date of the proposed display, in the form prescribed by the Township, the applicable permit fee as set out in the Rates and Fees By-law, and the following information:

- (a) Fireworks manifesto;
- (b) The name, qualification, and experience of the person to set off the Display;
- (c) Site plan;
- (d) Set-up schedule (description of safety precautions and clean-up procedures);
- (e) Explosive Regulatory Division (ERD) certificate with number, level, and expiration date;
- (f) Dangerous Goods Shipping and Handling Certificate;
- (g) Proof of general liability insurance in the minimum amount of \$5,000,000 per occurrence with the Township of Blandford - Blenheim listed as an additional insured; and

- (h) Traffic and Crowd Control Plans.
- (i) Upon conclusion of the display, the Display Supervisor shall walk the display site and fallout area. Any unused fireworks and all debris resulting therefrom shall be removed immediately and safely disposed of by the Permit holder.
- (j) No person shall transport, set up, ignite, or operate Display Fireworks except in accordance with the requirements outlined in the Natural Resources Canada Display Fireworks Manual and this By-Law.

SECTION 7: DISPLAY FIREWORKS - DISCHARGING

- (a) No person shall ignite, set off, conduct an event or have a display of Display Fireworks without first obtaining a permit to do so from the Township.
- (b) No person shall transport, set up, ignite, or operate Display Fireworks, except in accordance with the requirements outlined in the Natural Resources Canada Pyrotechnic Special Effects Fireworks Manual.
- (c) No person shall set off or operate Display Fireworks without first obtaining a permit, as prescribed in Section 6.

SECTION 8: GRANT EXEMPTION BY COUNCIL

Notwithstanding anything contained in this By-law, any person may make an application to Council to be granted an exemption from any of the provisions of this By-law with respect to the discharge of fireworks and Council may refuse to grant any exemption or may grant the exemption which may contain such terms and conditions as Council sees fit, subject to approval of the Chief Fire Official.

SECTION 9: ENFORCEMENT

Municipal Law Enforcement Officer, Police Officers and the Chief Fire Official, or designates are authorized to enforce the provisions of this by-law.

SECTION 10: RIGHT OF ENTRY

- (a) An Officer may at any time, enter onto land to determine whether this By-law is being complied with.
- (b) Every owner shall permit the Officer to inspect any land for the purpose of determining compliance with this By-law.
- (c) Notwithstanding any provision of this By-law, an Officer shall not enter or

remain in any room or place actually being used as a dwelling, unless;

- The consent of the occupier is obtained, the occupier first having been informed that the right of entry may be refused and, if refused, may only be made under the authority of a warrant issued under the Provincial Offences Act, R.S.O.1990, as amended.
- A warrant issued under the Provincial Offences Act, R.S.O.1990, as amended is obtained.

SECTION 11: OBSTRUCTION

- (a) No person shall hinder or obstruct, or attempt to hinder or obstruct, any other person who is exercising a power or performing a duty under this by-law.
- (b) Any person who has been alleged to have contravened any of the provisions of the By-law shall identify themselves to the Officer upon request, failure to do so shall be deemed to have obstructed or hindered the Officer in the execution of their his or her duties.

SECTION 12: PENALTY

Every *Person* who contravenes any provision of this By-law is guilty of an offence and is liable upon conviction to a fine, and such other penalties, as provided for in the *Provincial Offences Act*, R.S.O. 1990, c. P.33, as amended, and the *Municipal Act, 2001*.

Every *Person* who is convicted of an offence under this by-law is liable to a fine as prescribed in Schedule C – Short Form Wording and Set Fines.

SECTION 13: SEVERABILITY

Should any section, subsection, clause, paragraph or provision of this By-law be declared by a Court of competent jurisdiction to be invalid, the same shall not affect the validity of this By-law as a whole or any part thereof, other than the Part so declared to be invalid.

SECTION 14: FEES

The fees shall be in accordance with the current Municipal Service Fees & Services By-law for the Township of Blandford-Blenheim, as amended.

SECTION 15: EFFECTIVE DATE

NOW THEREFORE the Council of The Corporation of the Township of Blandford-Blenheim enacts as follows:

By-law READ a FIRST and SECOND time this _____ DAY of _____ 2024.

By-law READ a THIRD time and ENACTED in Open Council

this _____ DAY of _____ 2024.

Mark Peterson, Mayor

Sarah Matheson, Clerk

DRAFT

THE CORPORATION OF THE TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER xxxx-2024

**BEING A BY-LAW TO REGULATE THE SALE AND USE OF FIREWORKS IN THE
TOWNSHIP OF BLANDFORD-BLENHEIM**

SCHEDULE “A”

PROHIBITED FIREWORKS

Commodity	Description
Cigarette Loads or Plugs	Small explosive charges designed for insertion in cigarettes or cigars which will cause them to explode after the victim takes a few pulls.
Exploding Matches	Resemble ordinary book matches and are designed to explode after a certain delay, usually about the time they are in position to light a cigarette.
Sparkling Matches	Also resemble the normal book matches but send out a shower of sparks.
Ammunition for a Miniature Tie Clip, Cufflink, or Key Chain Pistols	A violent type of blank ammunition made up for use as a novelty.
Auto Alarms or Jokers	Supposedly designed as burglar alarms but are really for a practical joke; when wired to the ignition system of a car, they operate with a loud screeching whistle followed by copious emission of smoke and a loud explosion.
“Cherry Bombs”, M-80 and Silver Salutes, and Flash Crackers	Very violent firecrackers which annually cause serious injuries; they are considered far too violent and contain excessive charge of a prohibited fireworks composition.
Throw-Down and Step-On Torpedoes, and Cracking Balls	Small objects designed to explode on impact; some of the latter are so shaped and coloured as to look like children’s breakfast cereal or candy balls.
Exploding Golf Balls	Designed to explode and emit a cloud of smoke on impact.
Stink Bombs and Smoke Bombs	Often made to resemble cherry bombs and salutes; are used for practical jokes (also prohibited from importation under Memorandum D33-1, Importation of Offensive Weapons).
Tear Gas Pens and Launchers	Resemble a pen, may contain a mechanism activated by an explosive, and are supposedly for protection against muggers but are more commonly used as offensive weapons or as practical jokes (also prohibited under Memorandum D33-1).
Party Poppers and Table Bombs	Designed to project paper streamers or dispense party favours. The smaller ones are made of coloured plastic, shaped like champagne bottles.
Table Rockets and Bottle Skyrockets	Small fireworks designed to be launched from a table or a bottle bursting in a shower of sparks or a cloud of smoke.
Fake Firecrackers and Other Trick Devices or Practical Jokes	Any article which employs or simulates an explosive or pyrotechnic for a trick or joke.
Flying Lanterns	A small paper hot-air balloon, fueled by an open flame. When released, the hot air produced by the fuel source can lift the lantern to extreme heights and allows it to drift for long distances until the fuel is depleted. These lanterns are often released in large numbers to generate an impressive visual effect.

THE CORPORATION OF THE TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER xxxx-2024

**BEING A BY-LAW TO REGULATE THE SALE AND USE OF FIREWORKS IN THE
TOWNSHIP OF BLANDFORD-BLENHEIM**

SCHEDULE “B”

Fireworks Vendor Application

Applicant Name _____

Date _____

Telephone _____ Email _____

Business Name _____

Sale Location _____

Property Owner Name _____

Property Owner Address _____

Title/Position of Applicant _____

(APPLICATION TO BE SUBMITTED A MINIMUM OF 30 DAYS PRIOR TO SALE)

Signature _____

This vendor permit is issued subject to compliance with the conditions specified in By-law XX-2024

Permission is hereby granted to the party to whom this permit is issued or its duly authorized agent(s) to

Sell consumer fireworks at such a time and place as specified on this permit.

- Permitted to sell on Victoria Day and Canada Day, and each of the (7) days immediately preceding Victoria Day and Canada Day.
- Permitted to advertise on Victoria Day and Canada Day, and each of the (21) twenty-one days immediately preceding Victoria Day and Canada Day.

Conditions Upon Arrival

- The permit is valid only for the calendar year in which it is issued
- The permit is valid only for the sale location specified on the permit

- Every permit holder shall provide and maintain fully operational fire extinguishing equipment ready for immediate use
- The permit holder shall sell consumer fireworks in conformance with the information provided to the Fire Chief pursuant to By-law XX-2024
- Licensing fee as per Township fees and charges schedule must be included with application
- The permit holder shall comply at all times with the provisions of the Explosives Act, Fire Protection and Prevention Act, and the provisions of By-law XX-2024
- Any other conditions deemed reasonable in the circumstances by the Chief Fire Chief
- No permit holder shall sell consumer fireworks except in accordance with the conditions of the permit
- The applicant of this application acknowledges that the applicant shall indemnify and hold harmless the Municipality and its servants, agents, and employees from all damages, actions, causes of actions, suits, claims, and demands whatsoever, which may arise directly or indirectly by reason of the discharge, transport, set-up, operation display and/or discharge of fireworks

Comments/Chief Fire Official Specific Requirements

The personal information on this form is collected under the authority of the Municipal Act, as amended, the Fire Protection and Prevention Act, as amended and By-law XX-2024, as amended. The information will be used for the purpose of processing this application and administering the legislation. Questions about this collection should be directed to the Township Clerk, 519-463-5347.

THE CORPORATION OF THE TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER xxxx-2024

**BEING A BY-LAW TO REGULATE THE SALE AND USE OF FIREWORKS IN THE
TOWNSHIP OF BLANDFORD-BLENHEIM**

SCHEDULE “C”

PART 1 PROVINCIALS OFFENCES ACT

SHORT FORM WORDING AND SET FINES

Item	Column 1 Short Form Wording	Column 2 Offence Creating Provisions	Column 3 Set Fines
1	Offer for sale, cause to be sold, or sell Firecrackers or Flying Lanterns.	Section 3(a)	\$250.00
2	Set off, or cause to be set off any Firecrackers or Flying Lanterns.	Section 3(b)	\$250.00
3	Display, sell or offer for sale, or permit the sale or offering for sale, any Prohibited Fireworks.	Section 4(a)	\$250.00
4	Sell or offer for sale, or expose for sale any Family Fireworks without first obtaining a Permit	Section 4(c)	\$250.00
5	Sell or offer for sale, or permit the sale or offering for sale, of any Fireworks to anyone under the age of eighteen (18) years.	Section 4(e)	\$250.00
6	Display, sell or offer for sale, or permit the sale or offering for sale of any Fireworks at any time except Victoria Day and Canada Day and seven (7) calendar days preceding these holidays.	Section 4(f)	\$250.00
7	Advertise the sale of Family Fireworks except on Canada Day, Victoria Day, on the day fixed by the proclamation for the observance of Canada Day and Victoria Day, and the preceding twenty-one (21) days in each case.	Section 4(g)	\$250.00
8	Fail to post, and keep posted, a visible No Smoking sign in a conspicuous place, at every entranceway, exit and doorway of the building, where Fireworks are being displayed, sold or offered for sale	Section 4(i)	\$250.00
9	Fail to ensure that there is no smoking within fifteen (15) metres of any building, where Fireworks are being sold.	Section 4(j)	\$250.00
10	Fail to provide at least one functional 3A 40BC rated fire extinguisher to every room or location where Fireworks are displayed, sold, or offered and ensure that such extinguisher is accessible at all times	Section 4(k)	\$250.00
11	Ignite, set off or have a display of Family Fireworks on any Property unless such Person is the owner of that Property or has written permission to do so by the owner of such Property.	Section 5(a)	\$250.00

12	Ignite, set off, have a display of Family Fireworks without the supervision of a responsible Person of at least eighteen (18) years of age.	Section 5(b)	\$250.00
13	Ignite, discharge or set off any Family Fireworks into or inside of any building, structure, vehicle, or on any other place of Property where such ignition, discharge or setting off may create a nuisance or safety hazard to any Person or Property.	Section 5(d)	\$250.00
14	Ignite, discharge or set off any Family Fireworks within 500 metres of any agricultural building or structure.	Section 5(e)	\$250.00
15	Ignite, discharge or set off any Family Fireworks within 25 metres of any residential building or structure.	Section 5(f)	\$250.00
16	Ignite, discharge or set off any Family Fireworks within 25 metres of any combustible materials.	Section 5(g)	\$250.00
17	Ignite, discharge or set off any Family Fireworks into or on Municipal Property including without limitation, streets, lanes, squares or other public places without written approval of the Township.	Section 5(h)	\$250.00
18	Ignite, discharge or set off any Family Fireworks off of, or from the roof of any building or structure, or anywhere with less clearance to persons and combustible property as is prescribed by the manufacturer on the exterior of the firework article without written approval of the Chief Fire Official or designate.	Section 5(i)	\$250.00
19	Ignite, discharge or set off any Family Fireworks within 500 metres of where explosives, gasoline or other flammable substances may be stored.	Section 5(j)	\$250.00
20	Ignite, discharge or set off any Family Fireworks after the hour of 11 p.m. (local time) on the day of, 2 days previous to, or 2 days following the days established by this by-law.	Section 5(k)	\$250.00
21	Store, handle or discharge Family Fireworks in an unsafe manner, or in a manner that creates a nuisance, taking into account the noise, danger from fire and explosion, and risk of death, injury and damage to property inherent in the storage, handling or use of Fireworks.	Section 5(l)	\$250.00
22	Discharge Family Fireworks where fallout or debris lands on any Property of which he or she is not the Owner, without first obtaining the prior written permission of the Owner.	Section 5(m)	\$250.00
23	Discharge Family Fireworks into, inside of, or on any building, accessory building, structure or motor vehicle.	Section 5(n)	\$250.00
24	Discharge Family Fireworks except in accordance with the manufacturer's safety instructions for each individual ordinance.	Section 5(o)	\$250.00
25	Discharge Family Fireworks without a readily available and suitable means for immediate extinguishment.	Section 5(p)	\$250.00

26	ignite, set off, conduct an event or have a display of Display Fireworks without first obtaining a permit to do so from the Township.	Section 7(a)	\$250.00
27	Set off or operate Display Fireworks without first obtaining a permit	Section 7(c)	\$250.00
28	Hinder or obstruct, or attempt to hinder or obstruct, any other person who is exercising a power or performing a duty under this by-law.	Section 12(a)	\$250.00

The general penalty provision for the offences listed above is Section 9 of By-Law xxxx-2024, a certified copy of which has been filed.

DRAFT



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Drew Davidson Director of Protective Services
Reviewed By:	Josh Brick, CAO / Sarah Matheson, Clerk	Date:	February 6 th 2024
Subject:	Updated Emergency Response Plan By-law 2419-2024	Council Meeting Date:	February 21 th 2024
Report #:	FC-24-03		

Recommendation:

That Report FC-24-03 is received as information.

And further that Council approves By-Law 2419-2024 with the updated changes to the Emergency Response Plan.

Purpose:

The purpose of this report is to present council with an updated Emergency Response Plan By-law for The Township of Blandford Blenheim.

Background:

Blandford-Blenheim prides itself on being prepared to respond to emergencies of all types throughout our Township. A major part of this planning involves our Emergency Response Plan. This plan is used as to assign responsibilities and to guide the immediate actions of key officials after the onset of an emergency or in preparation for an impending emergency in the Township of Blandford-Blenheim.

This update will also meet the requirements of the Emergency Management and Civil Protection Act and its related Ontario Regulation 380/04.

Analysis:

Updates to this plan include:

- Updated contact information (CAO, Clerk, Fire Chief)
- Updated the members of our Municipal Emergency Control Group (MECG)
- Updated CAO/Clerk responsibilities
- Updated Emergency Information Officer (Clerk)
- Updated Emergency Alerting System

Financial Implications

N/A

Attachments

Township of Blandford-Blenheim Emergency Response Plan
[By-law 2419-2024, Emergency Management](#)

Respectfully submitted by:



Drew Davidson
Director of Protective Services

Township of Blandford-Blenheim



Emergency Response Plan

Adopted: February 21, 2024

By-law #: 2419-2024

Revised: February 2024

INTRODUCTION

Emergencies are defined as situations or impending situations that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease other health risk, an accident or an act whether intentional or otherwise of the Township of Blandford-Blenheim.

The population for the Township is approximately 7,600 residents and a land mass of 382 km².

In order to protect residents, businesses and visitors, the Township of Blandford-Blenheim requires a coordinated emergency response by a number of agencies under the direction of the Municipal Emergency Control Group. These are distinct arrangements and procedures from the normal, day-to-day operations carried out by emergency services.

The Township of Blandford-Blenheim Emergency Management Committee developed this emergency response plan. Every official, municipal department and agency must be prepared to carry out assigned responsibilities in an emergency. The response plan has been prepared to provide key officials, agencies and departments of the Township of Blandford-Blenheim for important emergency response information related to:

- Arrangements, services, equipment; roles and responsibilities during an emergency.

Each time this plan is revised it must be forwarded to Township Council for approval as stated in **By-law # 2419-2024**; however, revisions to appendices and minor administrative changes can be made at the discretion of the Community Emergency Management Coordinator without resubmission.

In addition, it is important that residents, businesses and interested visitors be aware of its provisions. Copies of the Township of Blandford-Blenheim Emergency Plan may be viewed at the Township Office. For more information, please contact:

Director of Protective Services
Drew Davidson
47 Wilmot Street South
Drumbo, Ontario
N0J 1G0
(519) 463-5347

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In accordance with Privacy Legislation and provisions in the Emergency Management Act the following Appendices comprise part of the Emergency Response Plan but are not part of the public document.

- Appendix 1..... Emergency Call Out Procedure**
 - Appendix 2..... Emergency Alerting Contacts**
 - Appendix 3..... Contact & Resources for Emergency**
 - Appendix 4..... Volunteer Registration Form**
 - Appendix 5 Declaration of Emergency**
 - Appendix 6..... Termination of Declared Emergency**
-

FOREWORD

This plan has been prepared to assign responsibilities and to guide the immediate actions of key officials in Blandford-Blenheim Township after the onset of an emergency or in preparation for an impending emergency situation in the Township of Blandford-Blenheim.

This plan has been adopted through By-law no # **2419-2024** passed on the 21st day of February, 2024 under the legal authority of the Emergency Management Act, R.S.O. 1990, and c.E.9 and Ontario Regulation 380/04 - Standards.

It is essential that all concerned are aware of its provisions and that every official and department be prepared to carry out their assigned functions and responsibilities in an emergency. Department heads are to review this plan on a regular basis and keep up to date their own procedures and arrangements for responding to emergencies.

Dated at the TOWNSHIP OF BLANDFORD-BLENHEIM, Ontario this 21st day of February 2024.

Date

Mark Peterson, Mayor
Township of Blandford-Blenheim

Date

Josh Brick, CAO
Township of Blandford-Blenheim

DEFINITIONS AND RELEVANT TERMS

Mayor – Head of Township Council, or in his absence the Mayor’s designate.

Community Emergency Management Coordinator (CEMC) –The CEMC is responsible and accountable for the development and implementation of his or her community’s emergency management program in accordance with the standards set out in the Framework for Community Emergency Management Programs.

Emergency Operations Centre (EOC) – A predetermined location that is equipped with supplies and communications equipment to accommodate the Municipal Emergency Control Group in order to manage the emergency.

Municipal Emergency Control Group (MECG) – The group of individuals directing those services necessary for mitigating the effects of the emergency.

Citizen Inquiry Service – A service established (if necessary) by the Director of Social Services and Housing to respond to and redirect inquiries and reports to the public.

Reception/Evacuee Centre – A facility where evacuees are received and from which emergency services are provided. The evacuees are registered, will have their needs assessed and action will be taken to address those needs, reunite families and arrange for accommodation. Where feasible, an evacuee centre can be set up at the same location.

Emergency Area – The area in which the emergency exists as declared by the Mayor or designate.

Local Emergency – an emergency within the boundaries of the Township that can be handled satisfactorily using local resources.

County Emergency – An emergency where the County has been requested to activate their emergency plan to manage or assist in a situation within our Township’s boundaries, or where coordination of a large emergency affecting multiple lower tier municipalities exists.

Recovery – The Recovery Phase begins immediately following an emergency, with efforts to restore minimum services to the stricken area and continues with long-term efforts to return the community to the pre-emergency state. Immediate recovery activities include assessing damage, clearing debris, restoring food supplies, shelter and utilities. Long-term recovery activities include rebuilding and redeveloping the community and implementing mitigation programs.

Triage – The sorting and allocation of treatment/transport to patients or victims according to a system of priorities designed to maximize the number of survivors.

Inner Perimeter (Hot Zone) - A restricted area in the immediate vicinity of the emergency scene as confirmed by the Emergency Site Manager, after the responding public safety agencies have already established. Access to the inner perimeter is restricted to those essential emergency personnel actively involved in the occurrence.

Access Perimeter (Warm Zone) – A designated area surrounding the inner perimeter. This area will serve as a coordination and assembly point for essential emergency personnel. Access to this perimeter is restricted to essential emergency personnel as determined by the Emergency Site Coordinator.

Outer Perimeter (Cold Zone) - The geographic area surrounding the inner perimeter. This area will serve as the coordination and assembly point for essential emergency personnel. Access to the outer perimeter is restricted to essential emergency personnel as determined by the Emergency Site Manager.

Emergency Site Manager – The person in charge of all operations at the scene of the emergency. Once the Municipal Emergency Control Group appoints the Emergency Site Manager, who is generally representative of the lead agency assuming control of situation, this person should then be relieved of all responsibilities for their parent agency. The Emergency Site manager will ensure that updated information with respect to the scene is conveyed to or obtained from the Municipal Emergency Control Group.

LEGISLATION

“The Emergency Management & Civil Protection Plan, R.S.O., 1990 c.E.9” and Ontario Regulation 380/04, is the legal authority for this plan. It states that, “the Head of Council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and may make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area.”

This legislation is the primary authority that allows a municipality to pass a by-law to enact this emergency plan and governs the provision of necessary services during an emergency. This plan also prescribes procedures to be followed by municipal employees and other persons responding to an emergency.

Important measures enabled under this legislations and which form part of this plan are:

- Expenditure of monies associated with the formulation, implementation and maintenance of the emergency plan
 - Authorization for Township employees to take appropriate action before formal declaration of an emergency;
 - Specific procedure to be taken for the safety and/or evacuation of persons in an emergency area;
 - Designate other members of Council who may exercise power and perform the duties of mayor under the emergency plan during the absence or incapacity of the Mayor;
 - Establish committees and designate employees to be responsible for reviewing the emergency plan, training employees in their functions and implementing the emergency plan during an actual emergency;
 - Obtaining and distributing materials, emergency and supplies during an emergency; and
 - Other matters as considered necessary or advisable for the implementation of the emergency plan during an emergency.
-

AIM

The aim of the Township of Blandford-Blenheim Emergency plan is to outline a plan of action, which is in harmony with the Oxford County Emergency Response Plan, for the efficient deployment and coordination of the Township of Blandford-Blenheim services, agencies and personnel and allied services to provide the earliest possible response in order to:

- a. safeguard property and the health, safety and welfare of residents
- b. assist area municipalities where mutual aid agreements exist or as requested
- c. minimize the impact of the emergency when possible
- d. restore essential services

TOWNSHIP RESPONSIBILITIES

The following is a summary of key elements of an emergency that our Township is responsible for:

- **Response** – the earliest possible recognition and response to the emergency by all services that are required;
- **Control** - the earliest possible establishment of overall control of emergency operations by Township services; Crowd convergence – the earliest possible establishment of controls to minimize crowd convergence and to maintain order at the emergency site to ensure that emergency operations are not impeded and additional casualties are prevented;
- **Evacuation** – the assessment of potential danger to the residents and the evacuation of personnel if necessary. Evacuations usually require the establishment of reception centres/evacuation centres with the minimum provision of a registration and inquiry service; Rescue – the rescue of trapped or incapacitated persons and the provision of medical attention/treatment at the site. The provision of controlled evacuation and appropriate distribution of casualties to hospitals; Social Services – the provision of necessary essential social services as required for persons affected by the incident and for emergency personnel involved; Media & Public Information – to provide accurate official information as early as possible to: the Minister of Community Safety and Correctional Services (EMO) upon the declaration and termination of the emergency, the news media to provide the public with timely information to alleviate concern, concerned individuals, seeking personal information, County Warden and neighbouring municipalities, and external agencies involved in emergency operations;
- **Recording Costs** – to ensure that a cost record of emergency related expenses is compiled to aid in the preparation of Township claims associated with provincially directed assistance, and to aid in the preparation of request for compensation from provincial or federal governments if qualifying for such compensation.
- **Recovery** – to ensure that the community is returned to pre-emergency state. The recover period may be brief or prolonged depending upon the vastness of the devastation, and will include preventative measures against future reoccurrence.

The above will be performed in conjunction with partner agencies

DECLARATION OF EMERGENCY

The Mayor or Mayor's designate is responsible for declaring that a Township emergency exists. This decision is usually made in consultation with other members of the Municipal Emergency Control Group; however, it can be made at the Mayor's discretion. Upon such declaration, the following organizations and person shall be contacted immediately:

- Minister of Community Safety and Correctional Services by contacting Emergency Management Ontario (EMO). To report Emergencies 24/7 calls (416) 314-0472 or toll free at 1-866-314-0472. Should there be difficulty in contacting EMO Duty officer then it is recommended that the OPP (Orillia) be contacted at (705)329-6950
- Warden, County of Oxford. Assistance from the County of Oxford may be requested by contacting the Warden without activating the County Emergency Plan.
- Neighbouring/Area Municipalities. Requests for assistance or activation of mutual aid agreements may be necessary.
- Local M.P.P.
- Local M.P.

When the resources of the Township become over extended resulting in the inability to effectively control or support the emergency the Mayor may request that County of Oxford Emergency Response Plan be activated by contacting the Warden or CAO of Oxford County,

The Municipal Emergency Control Group may continue to function to control the response to the emergency or if the County Control Group has been asked to control the emergency, may function to support the residents of the Township impacted by the emergency,

If the County Control Group assumes responsibility to control the response to the emergency, then the Mayor or designate (CEMC, CAO) becomes an automatic member of this group.

The Premier of Ontario or designated Minister may assume authority and control in accordance with Section 7 of the Emergency Management & Civil Protection Plan, R.S.O., and 1990 c.E.9, Ontario Regulation 380/04.

ACTIVATION OF EMERGENCY PLAN

When an emergency situation exists, but has not yet been declared to exist, Township employees may take such action(s) under this emergency plan as may be necessary to protect the lives and property of the inhabitants of the Township of Blandford-Blenheim.

TERMINATION OF EMERGENCY

An emergency may be terminated at any time by:

- The Mayor
- Township Council
- Premier of Ontario

Upon termination of an emergency, the Mayor must notify the Minister of Community Safety and Correctional Services by contacting Emergency Management Ontario at (416) 314-0472 or 1-866-314-0472. Should there be difficulty in contacting EMO Duty officer then it is recommended that the OPP (Orillia) be contacted at (705)329-6950

The mayor should also inform the following persons that the emergency has been terminated:

- Township Council;
- County of Oxford Warden;
- Neighbouring municipal officials, as required;
- Local M.P.P.
- Local M.P.

Emergency Plan is terminated by detail in Appendix 6.

EMERGENCY ALERTING SYSTEM

A serious emergency situation will usually be first identified by the emergency services that are among the first on the scene. If the primary on-site service responders, being Police, Fire or Roads Department representatives are satisfied that a serious or potential serious emergency situation exists the following steps should be initiated:

- a. If the first responder representative is not a member of the Municipal Emergency Control Group, please alert your organization's designated member immediately;
- b. The decision to initiate the Alerting System and call for the assembly of the Municipal Emergency Control Group (MECG) can be made by any member of the MECG or their designate;
- c. Advise the CEMC to initiate the Alerting System in order to assemble the MECG and advise which Emergency Operations Centre (EOC) that the group should report to:

NOTE: Normally the Primary

Primary

Blandford-Blenheim Township Office
47 Wilmot Street South
Drumbo, Ontario N0J 1G0
519-463-5347

Secondary

Drumbo Fire Station
96 Oxford Street West
Drumbo, Ontario N0J 1G0
519-463-5348
519-463-5347 x 7443

Tertiary

Plattsville Fire Station
112 Albert Street East
Plattsville, Ontario N0J 1S0
519-463-5308
519-463-5347 x 7444

EMERGENCY OPERATIONS CENTRE

The Municipal Emergency Control Group (MECG) will report to the Emergency Operations Centre designated by the first authorized person activating the Township Emergency Alerting System.

The Municipal Emergency Control Group will assemble at the designated location. If this location is not appropriate, then the alternate emergency operation centre will be utilized. The decision regarding the location of the Emergency Operations Centre will be made in consultation with the lead agencies involved with the emergency. Once this decision has been made, the location will be assembled to function as the Emergency Operations Centre.

Primary

Blandford-Blenheim Township Office
47 Wilmot Street South
Drumbo, Ontario N0J 1G0
519-463-5347

Secondary

Drumbo Fire Station
96 Oxford Street West
Drumbo, Ontario N0J 1G0
519-463-5348
519-463-5347 x 7443

Tertiary

Plattsville Fire Station
112 Albert Street East
Plattsville, Ontario N0J 1S0
519-463-5308
519-463-5347 x 7444

MUNICIPAL EMERGENCY CONTROL GROUP (MECG)**Composition of MECG**

Emergency operations will be directed and controlled by the elected and appointed official listed below who will assemble for this purpose at an operation centre. This group will be known as the Municipal Emergency Control Group (MECG). The MECG will not be limited to, but will be composed of persons, or their alternates holding the following positions;

- a) Mayor *or* a trained alternate appointed by Council;
- b) Chief Administrative Officer *or* a trained alternate;
- c) Community Emergency Management Coordinator *or* a trained alternate;
- d) Emergency Information Officer *or* a trained alternate;
- e) Director of Protective Services *or* a trained alternate;
- f) Director of Public Works *or* a trained alternate;
- g) Any other person(s) that may be deemed necessary.

Additional Support to MECG

Additional personnel may be added to the Municipal Emergency Control Group depending on the nature of the emergency. Advisors, officials, experts or representatives from such agencies may be deemed necessary by the Municipal Emergency Control Group:

- a) Ontario Provincial Police Inspector *or* a trained alternate;
 - b) Manager of Emergency Medical Services *or* a trained alternate;
 - c) Treasurer/collector, community services, building services, drainage
 - d) Provincial ministries; (e.g. EMO, MOE, MNR)
 - e) Public or private utilities
 - f) Medical officer of health
 - g) Coroner
 - h) School boards
 - i) Industrial representatives
 - j) Legal representatives
 - k) Volunteer agencies (Canadian Red Cross, Salvation Army, VASOC)
 - l) UTRCA or GRCA
-

RESPONSIBILITIES OF MUNICIPAL EMERGENCY CONTROL GROUP OFFICIALS

Some or all of the following actions may need to be considered and dealt with by the MECG:

- a) Recommend to the mayor that an emergency exists and that it should be declared and designate emergency area;
 - b) Recommend the appointment, or confirm the designation of an emergency site manager necessary to coordinate emergency services operating on scene;
 - c) Authorizing special expenditures of funds for implementing the emergency plan;
 - d) Arranging for the evacuation and assistance to emergency health authorities of areas or buildings in which the residents are considered to be at risk from a safety or health point of view;
 - e) Arranging for the discontinuance of utilities or services provided by public or private concerns without reference to consumers in the Township when necessary, or when continuation of such utilities or services constitutes a hazard to public safety in the emergency area;
 - f) Calling in and utilizing Township personnel and equipment required in the emergency;
 - g) Arranging for services and equipment from agencies not under Township control to assist in the emergency, for example, private contractors, volunteer agencies or service clubs;
 - h) That all responding agencies will, where possible, agree to work in co-operation with the Emergency Site Coordinator as appointed by the MECG;
 - i) Arranging for assistance from senior levels of government or from neighbouring municipalities as may be required;
 - j) Appoint a media and emergency information officer and establish a centre to issue authoritative instructions to the public and accurate news releases to the media;
 - k) Arranging for assistance to neighbouring municipalities affected by an emergency
 - l) Designate individual as a scribe for the purposes of logging all decisions and outcomes of the MECG;
-

- m) That agencies participate in an operation debriefing conducted within 30 days following termination of the emergency
- n) Ensure that participating agencies each submit a report to the Emergency Management Coordinator so that findings may be reported to Council
- o) Review recovery guidelines to determine if implementation of guidelines is necessary prior to termination of emergency.
- p) Ensure that the designate/alternate to each position is trained and aware of all responsibilities of the position

MAYOR

The Mayor, with the advice of the MECG, will be responsible in the emergency for:

- a) Consider the possible need to assemble the MECG and, if warranted, will initiate the alerting system to assemble the MECG as outlined in Appendix 1 of this plan;
- b) Declaring an emergency to exist if appropriate and ensuring the Minister of Community Safety and Correctional Services (Emergency Management Ontario) has been notified;
- c) Making decisions, determining priorities and giving direction to the heads of Municipal services;
- d) Requesting assistance from neighbouring municipalities, from the County and from senior levels of government when required;
- e) Requesting assistance from volunteer and other outside agencies not under municipal control as required;
- f) Terminating the state of emergency when appropriate and ensuring the Minister of Community Safety and Correctional Services is advised of such termination;
- g) Approving news releases and public announcements;
- h) Maintain a record of actions taken.

DEPUTY MAYOR

The Councillor Designate will be responsible in the emergency for:

- a) Consider the possible need to assemble the MECG and, if warranted, will initiate the alerting system to assemble the MECG as outlined in Appendix 1 of this plan;
-

- b) Acting as Head of Council in the absence of the Mayor
- c) Relieving the Mayor as Chair of the MECG during a protracted emergency;
- d) Other responsibilities as assigned by the Mayor;
- e) Maintain a record of actions taken.

CAO

The CAO will be responsible in the emergency for:

- a) Act as the principal staff officer to the Mayor and provide advice pertaining to legal and financial matters;
- b) Advise the Mayor and CEMC on administrative matters;
- c) Consider the possible need to assemble the MECG and, if warranted, will initiate the alerting system to assemble the MECG as outlined in Appendix 1 of this plan;
- d) Maintain a record of actions taken.

CLERK

The Clerk will be responsible in the emergency for:

- a) Act as the Emergency Information Officer and report to the CAO and CEMC as required;
- b) Advise the CAO and CEMC on administrative matters;
- c) Consider the possible need to assemble the MECG and, if warranted, will initiate the alerting system to assemble the MECG as outlined in Appendix 1 of this plan;
- d) Maintain a record of actions taken.

COMMUNITY EMERGENCY MANAGEMENT COORDINATOR – CEMC

Upon learning of a potential emergency, the Community Emergency Management Coordinator (or designate) will consider the possible need to assemble the MECG and, if warranted, will initiate the alerting system to assemble the MECG as outlined in Appendix 1 of the plan. The Community Emergency Management Coordinator will decide if the alternate location for the MECG should be used and will advise when initiating the assembly procedure if this is necessary. The Community Emergency Management Coordinator will proceed to the Emergency Operations Centre to assume the following responsibilities in the emergency;

- a) Organizing the Emergency Operations Centre and arranging for the provision of equipment and data;
- b) Coordinating resource staff to assist in records management, and compiling records of costs incurred as a result of emergency action;
- c) Chairing meeting of MECG
- d) Acting as communications member of the MECG, arranging for effective communications to and from the emergency site and also outward to assisting authorities; and
- e) Arranging for periodic relief of MECG members and support staff in a protracted emergency.
- f) Ensuring liaison with community support agencies (e.g. St. John Ambulance, Red Cross)
- g) Arrange for the feeding of MECG personnel;
- h) Conduct operational debriefing following termination of emergency;
- i) Following emergency, receive agency reports and report findings to Council;
- j) Maintain a record of actions taken.

DIRECTOR OF PUBLIC WORKS

Upon learning of a potential emergency, the Director of Public Works and County Road Managers will consider the possible need for assembling the MECG and, if warranted, will initiate the alerting system to assemble the MECG as outlined in Appendix 1 of this plan. The Director of Public Works and County Road Managers will alert their staff and will report to the EOC to assume the following responsibilities as a member of the MECG.

- a) Providing advice on matters to the Mayor and the MECG;
 - b) Arranging for Township staff and equipment to assist in containing the emergency situation support emergency services;
 - c) Assisting traffic control and evacuation operations by arranging for equipment to clear emergency routes, for the erection of temporary barriers, and the placing of road signs;
-

- d) Arranging for engineering materials and equipment from neighbouring municipalities, from County resources and from private contractors as required;
- e) Assisting the Director of Protective Services in procedures to deal with special hazards such as spills;
- f) Ensuring that record is kept of requests for outside assistance;
- g) Liaising with public utilities to disconnect any service representing a hazard and/or to arrange for the provision of alternate services or functions.
- h) Maintaining contact with the weather office and providing the MECG with such data and the impact of changes in the weather on the conduct of the emergency operations;
- i) Carrying out the responsibilities of Township Flood Coordinator in a flooding emergency and maintaining liaison with the GRCA/UTRCA;
- j) Re-establishing essential Township services at the end of the emergency period;
- k) Maintain a record of actions taken.

DIRECTOR OF PROTECTIVE SERVICES

The nature of the emergency may require that the Director of Protective Services or designate be totally committed to the on-site operations.

- a) If required, activating the Emergency Alerting System.
 - b) Making arrangements for the required additional fire or emergency team responses with the County Fire Coordinator or the Fire Marshal of Ontario.
 - c) Advising the MECG on matters concerning fire suppression and /or fire prevention in areas where the emergency has caused increased fire risks.
 - d) The establishment of an inner-perimeter within the Emergency Area when the Fire Service is the lead agency.
 - e) The protection of life and property.
 - f) Providing an Emergency Site Coordinator if required.
 - g) Exercising control of the department and any responding firefighting apparatus and manpower, in the event of a County Mutual Aid activation.
-

- h) Liaising with the County Fire Coordinator as to the status and requirement of related activities.

EMERGENCY INFORMATION OFFICER

The Clerk holds the position of Emergency Information Officer. The officer will assume responsibility in the emergency for:

- a) preparing public announcements and news releases concerning the emergency for approval by the Mayor;
 - b) arranging with media representatives for assistance in transmitting warnings and directions to the public that have been approved by the Mayor;
 - c) Issuing news releases approved by the Mayor to the Media;
 - d) Establishing, when such is considered necessary by the MECG, an information desk or point of contact near but not in the EOC to which the emergency services can direct members of the public or media representatives seeking information;
 - e) Informing the media of the point of telephone access for the public to reach the Red Cross inquiry service, if such service is in operation, so that this information can be passed to the public quickly; and
 - f) Setting up press conferences and organizing of public meetings;
 - g) Maintain a record of actions taken.
-

OTHER SUPPORT STAFF AND AGENCIES**O.P.P.**

Upon learning of a potential emergency, the Inspector will consider the possible need for assembling the Township MECG and, if warranted, will initiate the alerting system to assemble the MECG as outlined in Appendix 1 of the plan. The Inspector will then report to, or send a representative to, the Emergency Operations Centre to assume the following responsibilities as Police member of the MECG:

- a) Arranging for the notification of residents who will be required to evacuate their residence or area in accordance with the evacuation plan;
- b) Providing advice on law enforcement matters to the Mayor and the MECG;
- c) Arranging for traffic control at the site of the emergency, to permit rapid movement of emergency workers and equipment;
- d) Secure inner and outer perimeters as determined by the Emergency Site Manager;
- e) Directing the sealing off of the emergency area and the on site dispersal of crowds, if necessary;
- f) Will obtain a mobile command unit equipped with portable power generator from neighbouring police force if requested;
- g) Coordinating Police operations with municipal departments and with other local police forces, and arranging for additional police assistance as required;
- h) Arranging for the maintenance of law and order in temporary facilities as well as providing security for the EOC;
- i) Notification of Coroner in the event of fatalities;
- j) Maintain a record of action taken.

MANAGER OF EMERGENCY MEDICAL SERVICES

As a member of the MECG, the Manager OF Ambulance Services or alternate will be responsible for the following duties:

- a) Update the Municipal Emergency Control Group on the movement of casualties from the disaster area.
-

- b) Communicate with the Oxford County EMS Operations Supervisor and ensure adequate availability of paramedics and vehicles;
- c) Coordinate with the Central Ambulance Communication Centre (CACC) on the response of additional paramedics, ambulance and support units, if needed;
- d) Notify the Duty officer of the Emergency Health Services Branch, Ministry of Health and Long-Term Care;
- e) Determine if additional or special medical teams and equipment are required and co-ordinate the response (e.g. on-site medical teams, multi-patient vehicles, air ambulance);
- f) Provide assistance to allied emergency services and township departments as required;
- g) Maintain a record of actions taken.

SUPPORT STAFF

Support Staff should be organized to carry out the following duties:

- a) Assist the Emergency Management Coordinator with EOC operations by
 - a. coordination of records management to establish a paper trail
 - b. duties of recording decisions and actions taken including
 - maintenance of a communications log assigned to a professional
 - scribe that will be arranged by township staff; and
 - c. maintaining an events display board
 - b) Answer and maintain a record of all public inquiries followed by report outlining public concerns provided to Director of Social Services and Housing;
 - c) Maintenance, control and registry of volunteers at the MCEG;
 - d) Monitor the media broadcasts;
 - e) Maintenance, control and registry of persons admitted into the EOC;
 - f) Provide essential housekeeping for the EOC.
-

MEDICAL OFFICER OF HEALTH/EXECUTIVE DIRECTOR SOUTHWESTERN PUBLIC HEALTH

The Public Health Representative or alternate will perform the following responsibilities:

- a) provide the Warden and the County Emergency Control Group with information and advice on health and public health matters;
 - b) liaise with the Ontario Ministry of Health and Long-Term Care and other health systems partners including hospitals and the Southwest Local Health Integration Network as needed;
 - c) determine the status of the emergency situation by acquiring and assessing information as it relates to health and public health issues;
 - d) coordinate the efforts of health systems partners to ensure that any necessary actions are taken to mitigate the health effects of the emergency;
 - e) connect with local hospitals and other health care providers regarding projected impact on acute care services;
 - f) coordinate the response of the health unit;
 - g) provide triage and screening recommendations and other infection prevention and control advice for reception centres and emergency shelters;
 - h) provide authoritative instructions on health and safety matters to the public;
 - i) coordinate the response to disease-related emergencies or anticipated emergencies, such as epidemics, according to Ministry of Health and Long-Term Care directives;
 - j) consider the need for post-traumatic stress incident counselling/support for the public;
 - k) ensure that health systems partners are advised of the termination of the declared emergency;
 - l) participate in debriefing following the emergency; and
 - m) maintain a log of all personal action taken by this position;
-

DIRECTOR OF HUMAN SERVICES

The County of Oxford Director of Human Services, or designate will assume responsibility in an emergency for:

- a) Consider the possible need to assemble the MECG and, if warranted, will initiate the alerting system to assemble the MECG as outlined in Appendix 1 of this plan;
- b) Providing advice on social service matters to the Mayor and the MECG;
- c) Designate the Registration Centre and the Evacuee Centre(s) in consultation with the O.P.P.
- d) In consultation with the Red Cross, Salvation Army and St. John Ambulance, be prepared to assist municipalities in their efforts to support their residents whose lives have been impacted by the emergency with the provision of:
 - 1) Emergency clothing to provide adequate protection from the elements,
 - 2) Emergency lodging to provide adequate temporary accommodation for the homeless.
 - 3) Registration and inquiry services to reunite families and to collect information and answer queries concerning the safety and whereabouts of missing persons,
 - 4) Emergency feeding to sustain those without food or adequate food preparation facilities, and
 - 5) Individual and family services to assist and counsel individuals and families in need and to provide special care to unattached children and dependent adults.
- e) Contacting and providing direction to volunteer groups able to assist in welfare functions, when so directed by the MECG;
- f) In consultation with Director of Public Health and Emergency planning, establish an “outreach program” for the victims of the emergency;
- g) Maintain a record of actions taken.

CANADIAN RED CROSS

The Canadian Red Cross will assist the community in an emergency in the form of a registration and inquiry service as described in the Department of National Health and Welfare “Registration and Inquiry Manual”. This service will assist the public in locating immediate relatives who have left their homes as a result of the emergency. Inquiry services may be operated from outside the disaster area in accordance with Red Cross standard operating procedures and may involve the assistance of the Amateur Radio

emergency Service. When an inquiry service is activated, the Red Cross will arrange that the telephone number (s) to be used by relatives making inquiries is publicized through the media under the supervision of the Director of Social Services and Housing.

The Red Cross will also provide trained volunteers to organize and equip a shelter or reception centre in conjunction with Social Services, Public Health and as documented by Health Canada. Food service within the shelter is delivered under the direction of Public Health and also a supply of individual comfort kits (personal hygiene items, blankets, etc) will be maintained by the organization

CONSERVATION AUTHORITIES

There are two conservation authorities in the Township of Blandford-Blenheim. They are:

- Upper Thames River Conservation Authority (UTRCA)
- Grand River Conservation Authority (GRCA)

Their function is to maintain a flood warning system, stimulate coordinated contingency plan with Township and to keep the local Ministry of Natural Resources informed of events with regard to the emergency.

AMATEUR RADIO GROUP (R.E.A.C.T.)

The Field Representative of the Amateur Radio Group and REACT) as assigned by the Senior Police Official) will receive requests for support from the Police. The responsibilities of the Field Representative or alternate during an emergency are to: ensure the Group's emergency alert system is activated, communicate with and take requests from the CAO at the Emergency Operations Centre, act as liaison with the On-Site Coordinator to determine his/her communications needs, act as liaison with regional and provincial amateur emergency communications coordinators, provide lists of amateur radio operators and their communications resources to the Emergency Site Coordinator, coordinate the deployment of amateur radio operators and resources according to the directions of the CAO, ensure volunteer amateur radio operators are properly registered so that WSIB coverage is provided during an emergency, provide additional assistance when required, and maintain a log of all actions taken.

SALVATION ARMY

The Salvation Army has an emergency capability in welfare, short term accommodation, clothing and feeding and will respond within their budgetary capabilities when requested by the MECG under the supervision of the Director of Human Services.

SCHOOL BOARDS

The Thames Valley District School Board and the London District Catholic School Board is responsible for the following duties under the supervision of the Director of Human Services:

- a) The provision of any school (as appropriate and available) for use as an evacuation or reception centre as designated by the MECG.
- b) Upon being contacted by the Human Services representative, providing a school board representative (s) to coordinate and provide direction with respect to the maintenance, use and operation of the facilities being utilized as evacuation or reception centres; and
- c) In the event of an emergency during normal school hours the principals of the affected school (s) until directed otherwise are responsible for;
 - 1) implementing a school stay-put emergency plan; or,
 - 2) Implementing the school Evacuation Plan depending on the nature and scope of the emergency.

VICTIM ASSISTANCE SERVICES OF OXFORD COUNTY (VASOC)

At the time of a crisis Victim Assistance Services of Oxford County will offer emotional support, practical assistance and community referral at the scene, over the phone, at the hospital or at the EOC in teams of two volunteers. Support from VASOC volunteers should free up the first response/emergency personnel to attend to their duties at the scene, knowing that the victim's needs are being cared for. Services can be activated by contacting VASOC at (519) 421 5038.

ST JOHN AMBULANCE

The St. John Ambulance will receive requests for support from the County Manager of Emergency Services. The responsibilities of the Superintendent or alternate of the St. John Ambulance during an emergency are to: activate the Division's emergency alert system, coordinate the Division's response in cooperation with the Oxford County EMS Operations Supervisor, establish first aid posts at reception and evacuation centres as required, assist in casualty evacuation, provide additional assistance when required, ensure volunteers are properly registered so that Workers Compensation coverage is provided during an emergency, and maintain a log of all actions taken.

HOSPITALS (local – Woodstock, Ingersoll, Tillsonburg, Brantford)
(Major trauma – London and Hamilton)

The area receiving hospitals are responsible for:

- a) implementing their respective Hospital Emergency Plan;
 - b) liaison with the Oxford County Director of Public Health and Emergency Services and the Manager of Emergency Services with respect to hospital and medical matters, as required;
 - c) evaluate requests for the provision of medical site teams/medical triage teams;
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- d) Liaison with the Ministry of Health and Long-Term Care.

OTHER SUPPORT AND ADVISORY STAFF

The following staff may be required to provide support, logistics and advice to the ECG;

- a) Director of Finance
- b) Roads Dept Lead hand
- c) Manager of Building Services/CBO
- d) Drainage Superintendent
- e) Manager of Community Services
- f) Clerical Staff

Individual Responsibilities:

- a) Director of Finance

1. Initiating the opening, operation and maintaining the EOC and staffing of telephones at the Township office, as the situation dictates.
 2. Initiating the opening and operation of the printing services at the Township office, or making arrangements to find alternate printing facilities, as the situation dictates, for press releases/information flyers to citizens still located in their residences or at evacuation centres.
 3. Co-ordinating the provision of clerical staff to assist in the EOC, as required.
 4. Direction from the Mayor, ensuring that members of the Township Council are advised of the declaration and termination of the emergency
 5. Upon direction by the Mayor, arranging a special meeting(s) of Township Council, as required and advising members of Council of the time, date and location of the meeting.
 6. Provision of information and advice on financial matters as they relate to the emergency and capabilities of the Township.
 7. Provision and securing of equipment and supplies not owned by the Township, as required by members of the MECG and the Support Advisory Staff, to mitigate the effects of the emergency.
 8. The treasurer/collector has concerns with authorization for expenditures that may contravene purchasing by-laws, and then contact will be established with the CAO to resolve the matter.
 9. That records of expenses are maintained for future claim purposes
 10. Liaising with the provincial officials with respect to the utilization of provincial emergency relief funds if applicable, as outlined in Part IV
 11. Liaising with other agencies involved in fundraising activities to avoid duplication in the raising and utilization of donated funds.
 12. Obtaining assistance, if necessary, from Employment and Immigration Canada, as well as other government departments, public and private agencies and volunteer groups.
-

13. Providing identification cards to MECG members and support staff
14. Co-ordinating the maintenance and operation of feeding, sleeping and meeting areas at the EOC, as required.
15. Maintaining a log of all actions taken

c) Manager of Building Services/CBO

1. The provision of advice to any member of the EOC and Support and Advisory Staff as pertains to building code information.
2. Maintaining a log of all actions taken.

d) Drainage Superintendent

1. The provision of advice to any member of the EOC and Support and Advisory Staff as pertains to municipal drainage information.
2. Maintaining a log of all actions taken.

e) Manager of Community Services

1. Arranging for the opening and maintenance of any other Township owned facility(s), as required
2. Procuring staff to assist as required.
3. Maintaining a log of all actions taken.

d) Clerical Staff

1. Assisting the CAO as required.
 2. Ensuring that decisions made and actions taken by the MECG are recorded appropriately.
 3. Receiving and maintaining all completed volunteer registration forms. Completed volunteer registration forms and other human resource information must be communicated to the CAO as soon as possible. After the termination of an emergency, this information must be delivered within 24 hours to the CAO.
-

ASSISTANCE AND COMPENSATION

County Assistance

When the support and assistance of county services are needed in an emergency, the Mayor may contact the Warden or the CAO of the County to request such assistance or request activation of the County of Oxford Emergency Plan.

Provincial Assistance

Under certain circumstances, the departments and agencies responding to an emergency according to the Township's Emergency Plan may require assistance from ministries and agencies of the Province of Ontario. A request for these services shall not be deemed to be a request that the Province of Ontario assume authority and control of the emergency. It is highly recommended that Emergency Management Ontario (EMO) be contacted immediately in an emergency or impending emergency situation. It is the mandate of the EMO to co-ordinate emergencies and co-ordinate the request for assistance from provincial ministries and agencies.

In addition, a staff member of EMO can be dispatched immediately to assist the MCEG. If an emergency is declared, notify the Minister of Community Safety and Correctional Services immediately by contacting EMO. To report emergencies 24/7 call toll free at 1-866-314-0472.

The Ontario Disaster Relief Assistance Program (ODRAP) is available to municipalities seeking assistance for their residents. The municipality must request a "disaster area declaration" from the Minister of Municipal Affairs with the passage of a resolution to be submitted to the Minister within 14 working days of the date of the disaster. Upon the declaration of a "disaster area" by the Minister, under the authority of ODRAP, the Council of Blandford-Blenheim will immediately appoint members to a disaster relief committee to administer ODRAP as required. Financial assistance under ODRAP is a contribution up to \$2 for every local dollar raised to an amount necessary to settle all the eligible claims up to 90% of all eligible costs. Further information on this program is available from the local Municipal Services Office in London by calling (519) 873-4020.

EMERGENCY PLAN MAINTENANCE

Annual Review

This plan will be reviewed annually and where necessary, revised by a meeting of the MECG. Each time this plan is revised, it must be forwarded to Council for approval. However, revisions to the appendixes and minor administrative changes can be made without resubmitting the plan to Council for approval each time. It is the responsibility of each person, agency, service or department named within this emergency plan to provide timely notification of any revisions to the appendixes or administrative changes to the Community Emergency Planning Coordinator.

Testing of Plan

An annual exercise will be conducted in order to test the overall effectiveness of this emergency plan and provide training to the MECG. Resulting recommendations from such exercises should be incorporated in this plan in a timely manner.

Internal Procedures

Each service involved with this emergency plan will prepare functional emergency procedures or guidelines outlining how it will fulfill its responsibilities during an emergency. Each service will ensure that it designates a member of its staff to maintain and revise its own emergency procedures or guidelines.



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Drew Davidson Director of Protective Services
Reviewed By:	Josh Brick, CAO / Sarah Matheson, Clerk	Date:	February 6 th 2024
Subject:	Fire Department Establishing and Regulating By-Law	Council Meeting Date:	February 21 th 2024
Report #:	FC-24-04		

Recommendation:

That Report FC-24-04 is received as information; and,

That Council considers approving By-Law 2420-2024, being a By-Law to Establish and Regulate a Fire Department for the Township of Blandford-Blenheim.

Purpose:

The purpose of this report is to present Council with an updated Emergency Response Plan By-Law for the Township of Blandford-Blenheim.

Background:

In the Province of Ontario, the provision of fire protection is a municipal responsibility, carried out in accordance with the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4 (the FPPA). When a municipality establishes a fire service, the Council of the municipality is required to pass a By-Law establishing the fire department and regulating the provision of fire protection services.

Analysis:

The existing by-law was completed in 2011 and subsequently updated in 2022 with the introduction of a Fire Prevention Officer position. Upon review of the plan, minor/ administrative revisions were required and core services were updated to reflect the current qualifications of the Fire Department.

Financial Implications

N/A

Attachments

[By-law 2420-2024, Fire Department Establishing and Regulating By-Law](#)

Respectfully submitted by:



Drew Davidson
Director of Protective Services



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Drew Davidson Director of Protective Services
Reviewed By:	Josh Brick, CAO	Date:	February 8 th 2024
Subject:	January Monthly Report	Council Meeting Date:	February 21 th 2024
Report #:	FC-24-05		

Recommendation:

That Report FC-24-05 is received as information.

Background:

To provide Council with an update regarding the activities of the Protective Services Department, for the month of January 2024.

Analysis/Discussion:

Fire:

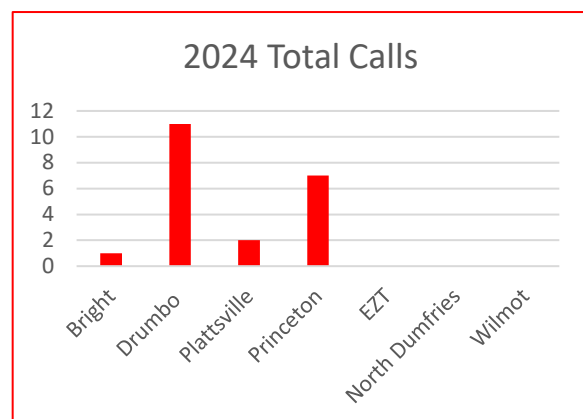
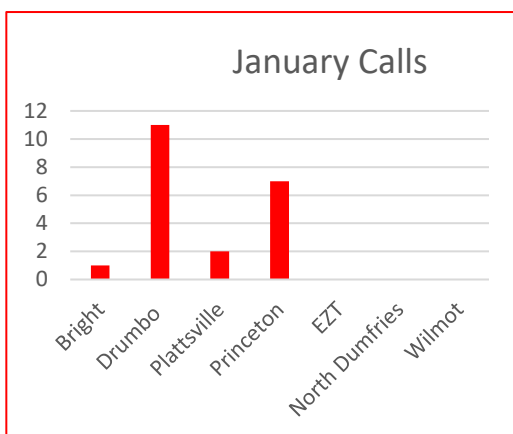
- 12 burn permits were issued in January 2024
- January 2024 monthly fire calls with annual comparisons (included)

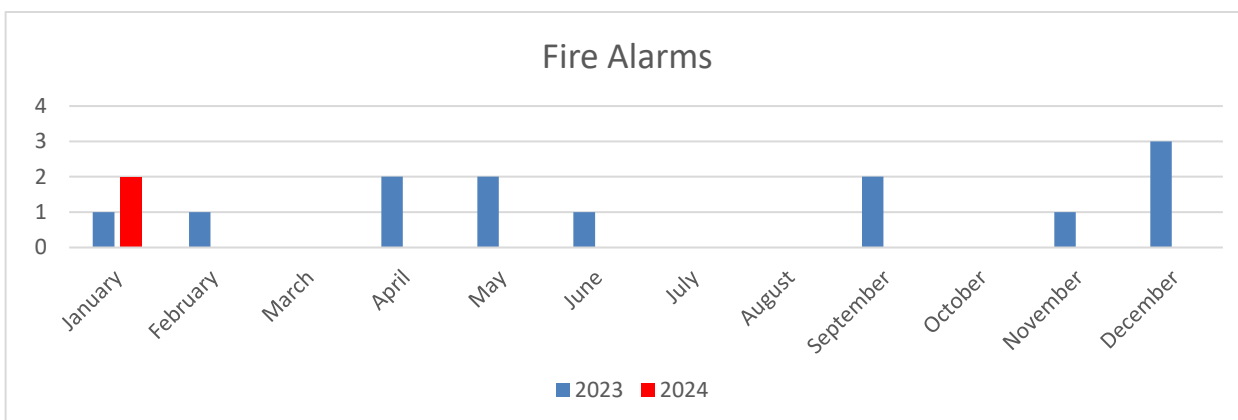
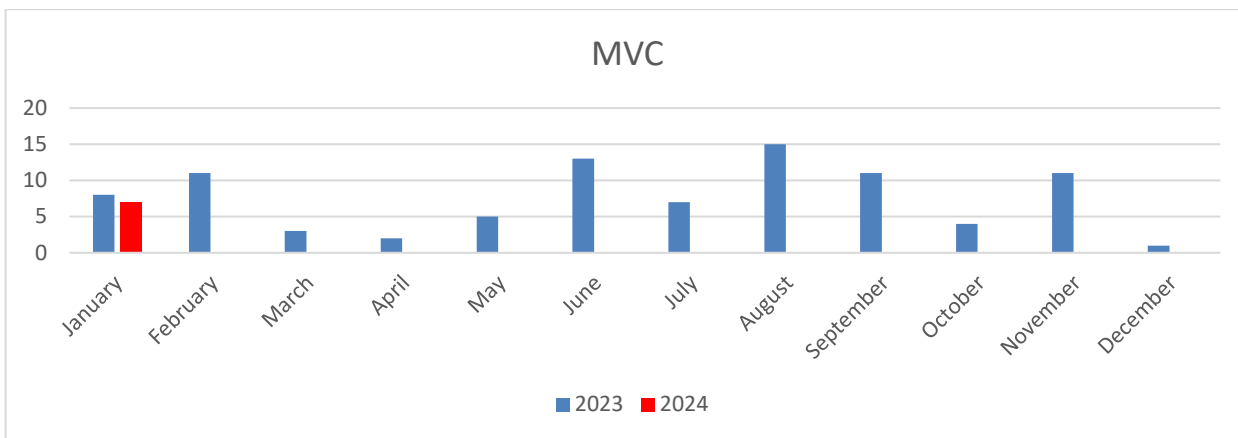
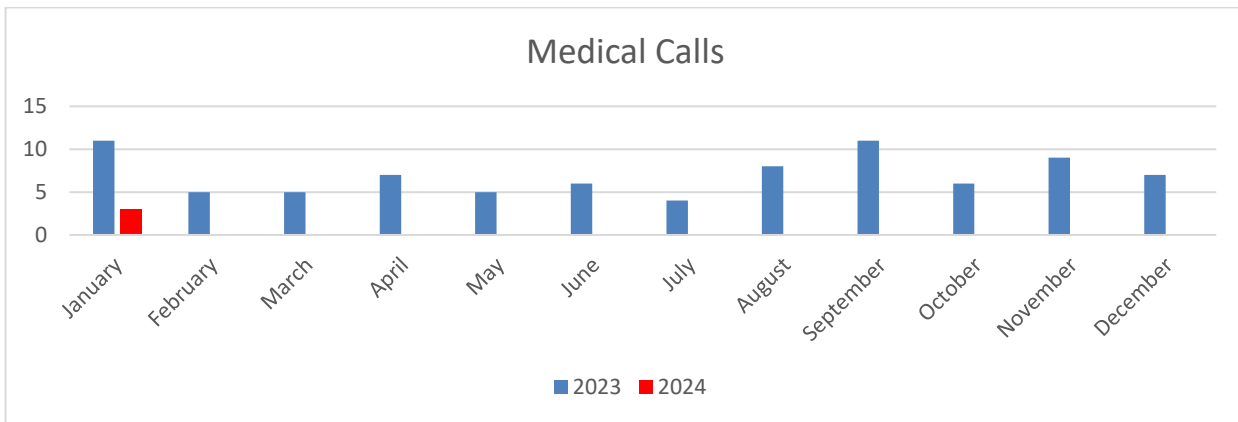
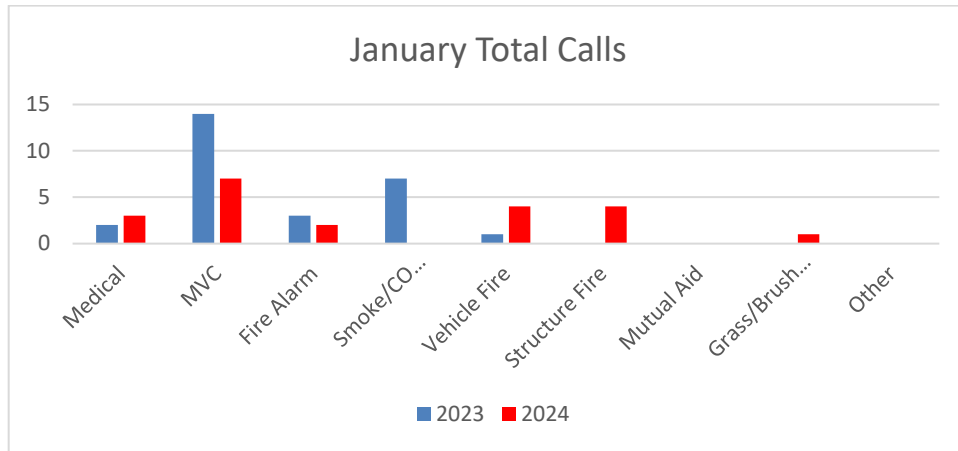
Meetings, Courses and Training Attended:

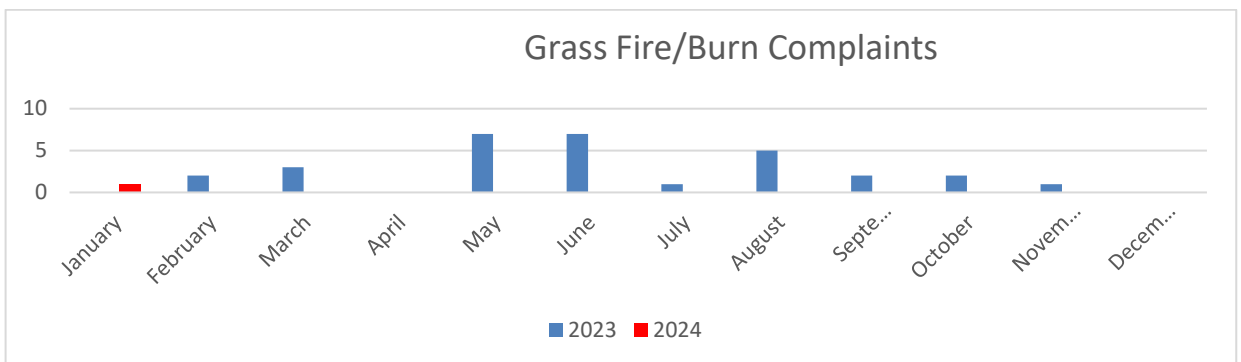
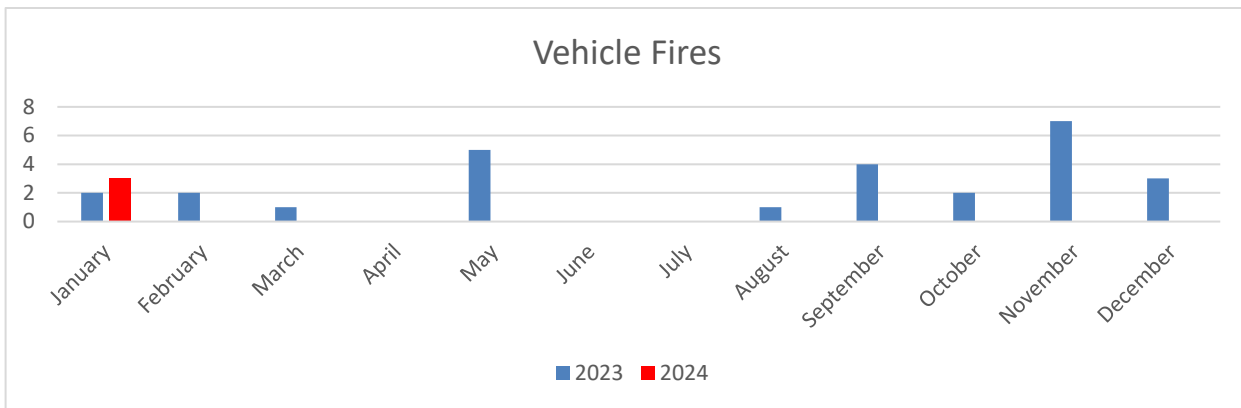
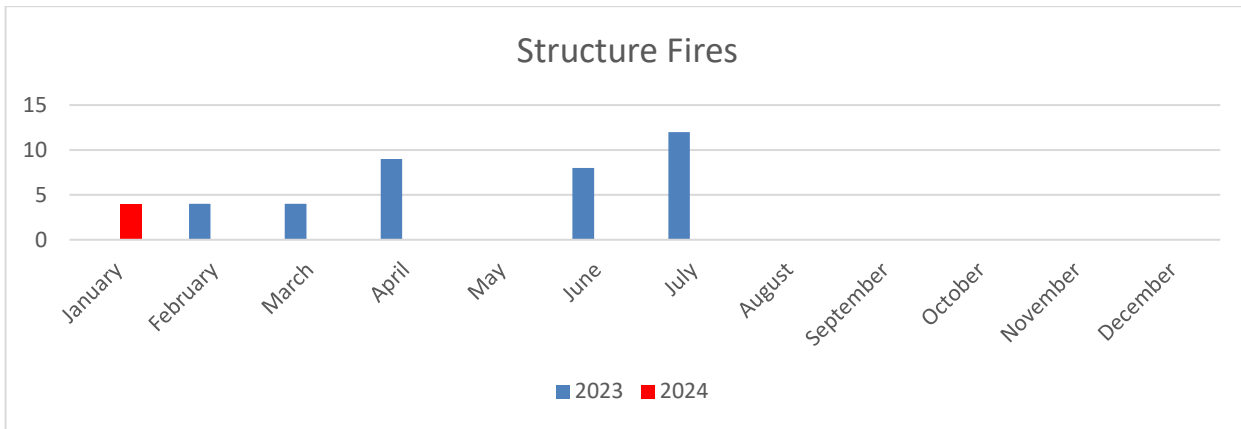
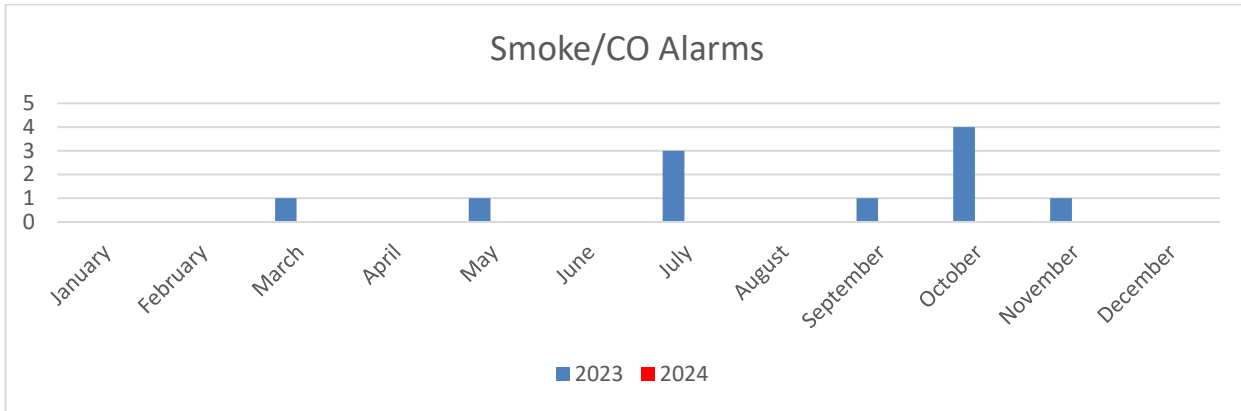
- Staff started off the year with meeting our chair of the Township training committee as we laid out this year's program. Discussion was had in regards to where we are in our three-year training cycle and what challenges lay ahead.
- Community services was kind enough to invite firefighters to join in their ammonia awareness training held at the Tavistock arena. Blandford-Blenheim had five firefighters attend along with our Deputy Chief.
- Myself along with Deputy Chief Van Wyk attended the first night of recruit training held at the Embro Community Centre. This year's class size of 24 throughout the five rural townships is a nice size for student to instructor ratio. We have already seen our six recruits from Blandford-Blenheim taking their on-line and in class schooling very seriously.
- With the fluctuating weather patterns and temperature's staff attended several zoom meetings with environment Canada and Emergency Management Ontario with potential snow falls warnings followed by flood warnings.
- Staff along with Drumbo officers met with the sales rep and Engineer from Darch Fire to complete a pre-build spec sheet for the order of the 2026 Tanker.

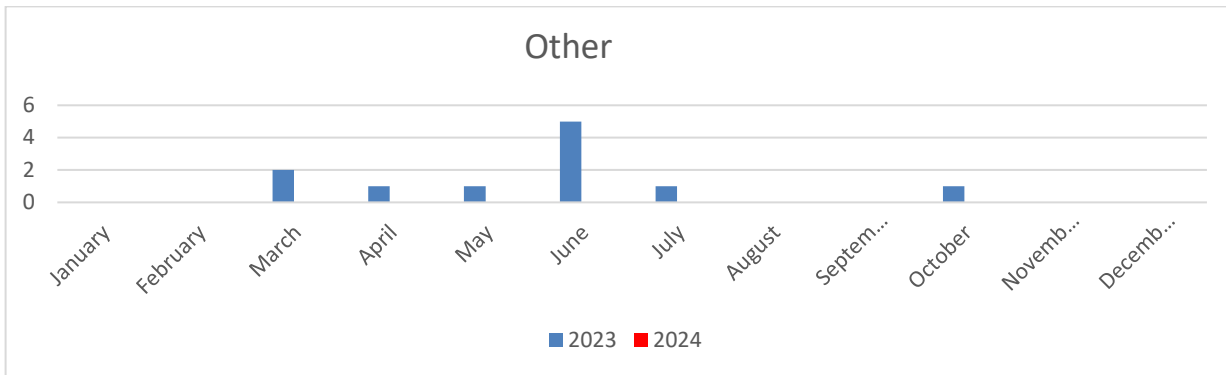
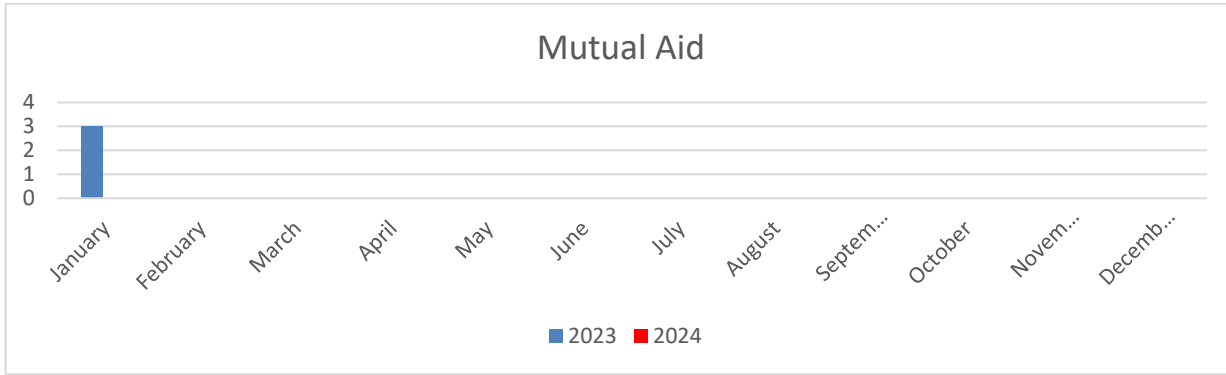
- The Deputy Chief and myself continue to work alongside our Asset Management Coordinator from the County. As this process moves along the picture of what is being accomplished with all the data is very exciting and no doubt will help all of us to make wise informed decisions.
- Staff attended our quarterly meeting with all of the Oxford County Chief's in Thamesford. We had the pleasure of Rick Finnemore attending who is our Fire Protection Adviser from the Fire Marshal Office. Rick has seen many changes throughout his career in the fire service and to have a chance to sit down and hear from one of the great minds in our field was fantastic. As a collective group it was the last meeting for Chief Deanna Kirwin from Zorra Township to attend as she will be moving on as the academic manager for the Ontario Fire College, we wish her all the best and look forward to working closely with Chief Kirwin in her new position.
- On January 23rd staff held an all-officer meeting at the Drumbo Station. With 11 of the 13 officers able to attend it was a very informative night. Officers seemed to be energized by the flow of information and working as a collective group to make 2024 one of the safest and most fulfilling for not only firefighters but our community as a whole.
- Staff continued working with the rest of our management team on budget related items including attending two management meetings along with January 17th council budget day.
- Starting new this year staff will be sending out a monthly newsletter at the conclusion of each month to all firefighters to keep everyone informed of the month's happenings and anything that is upcoming at the various stations. Staff sent out the first newsletter at the end of January and received great reviews from the firefighters for the open lines of communication.
- We will be holding our Camp 85 information night this year on March 27th 6:30-8:00pm at the Plattsville Fire Station. I would like to invite all members of council to attend this evening.

January Fire Reports:









CEMC – January 2024

- Attended weather webinars from PEOC and Environment Canada concerning snow, wind and flooding conditions

By-Law Enforcement – January 2024

Parking Tickets...1
Parking POA...2
Zoning...1
Sign By-Law...1

Fire Prevention – January 2024

- 3 residential inspections – tenant/landlord
- 1 commercial fire alarm follow up
- 1 structure fire – meeting with Property Owner and Insurance Representative
- CRA Development
- Bylaw Review and Development

Respectfully submitted by:

Drew Davidson
Director of Protective Services



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Ray Belanger, CBO
Reviewed By:	Josh Brick, CAO	Date:	February 14, 2024
Subject:	Monthly Report to Council	Council Meeting Date:	February 21, 2024
Report #:	CBO-24-2		

Recommendation:

That report CBO-24-2 be received as information.

Background:

To provide Council with an update regarding the monthly building activities for the period ending on January 31, 2024.

Building Department Updates:

- The building department issued 3 permits for the month of January 2024.

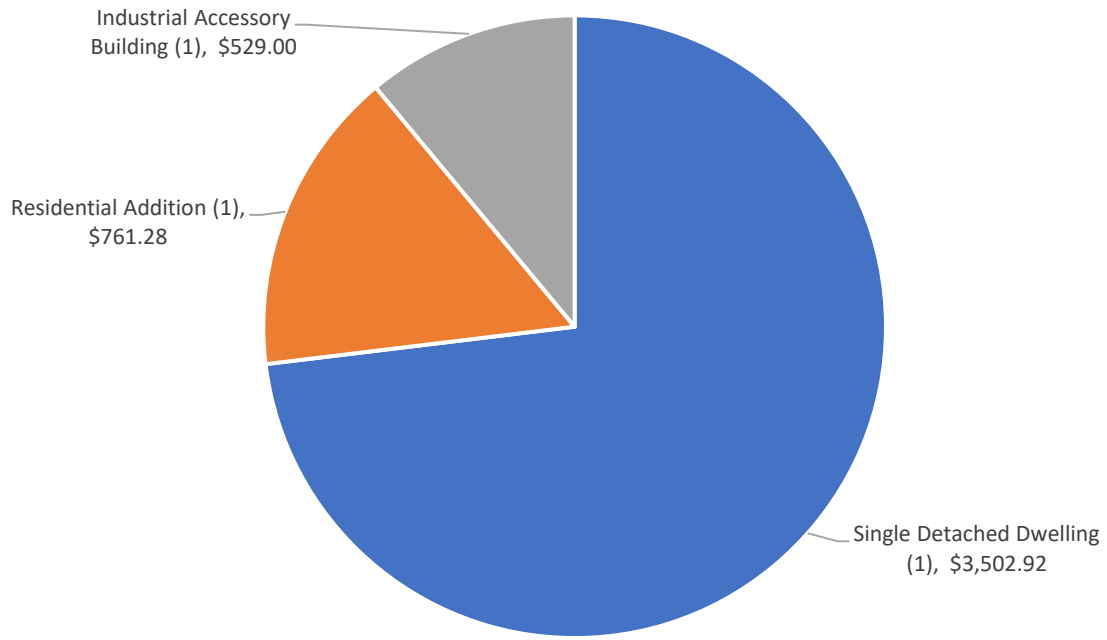
Legislative Updates:

- No updates to report

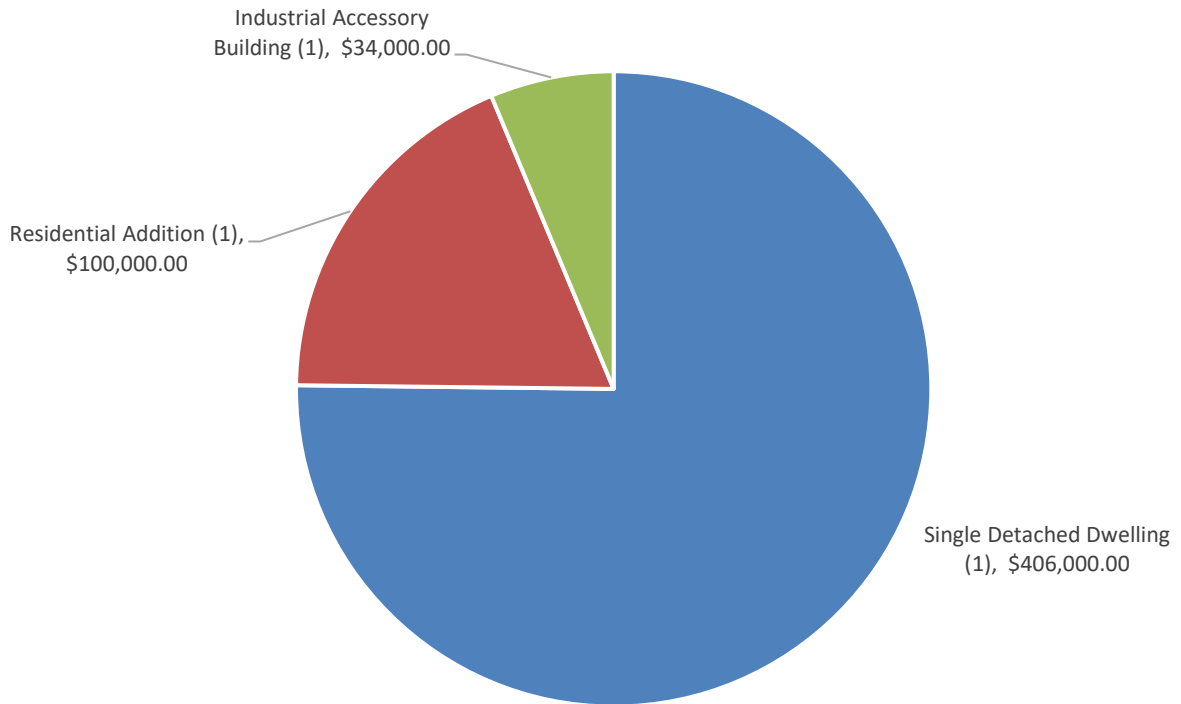
Respectfully submitted by:

Ray Belanger
Chief Building Official

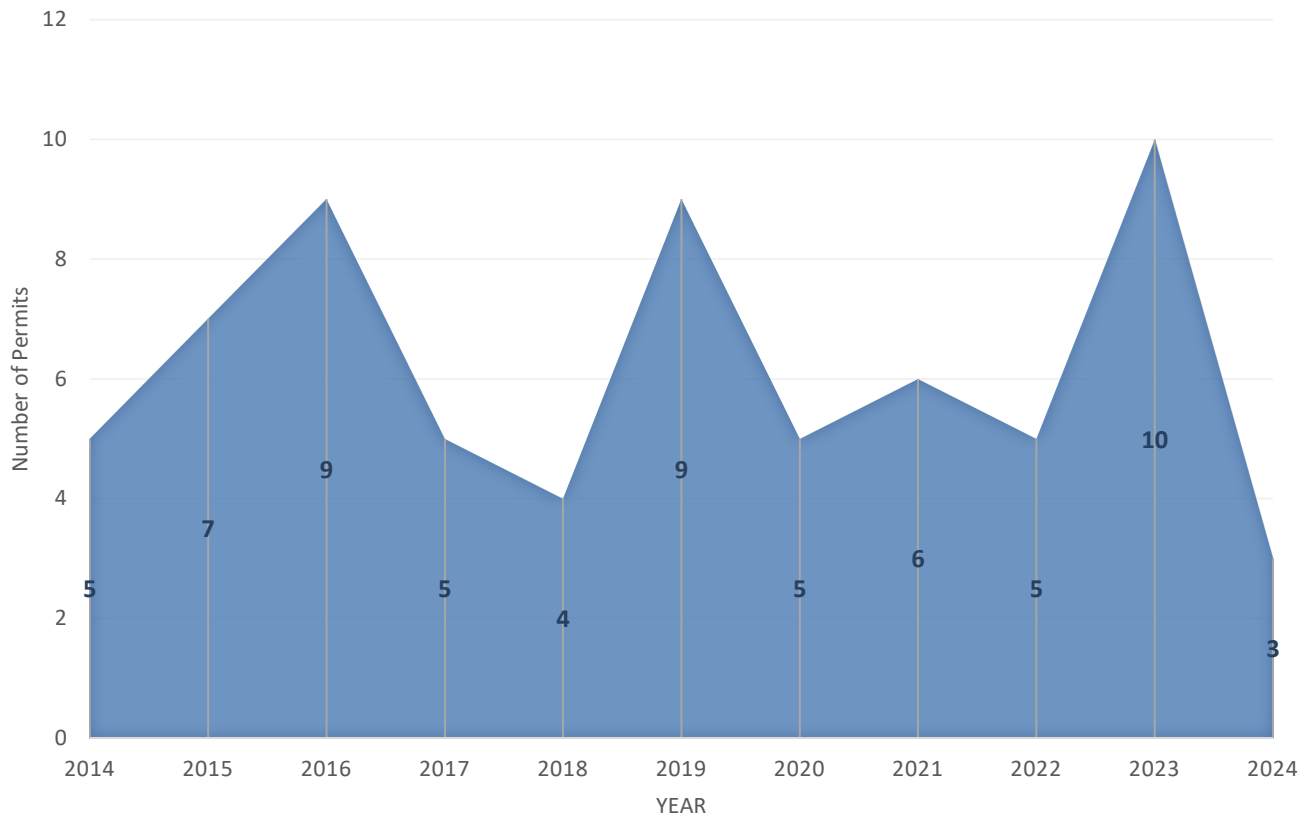
January 2024 Permit Fees



January 2024 Permit Values



Year to Date Permit Numbers



Year to Date Permit Value





TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Jim Borton Director of Public Works
Reviewed By:	Josh Brick, CAO	Date:	February 9, 2024
Subject:	Township Road 12 Paving (RR Sand and Gravel)	Council Meeting Date:	February 21, 2024
Report #:	PW-24-04		

Recommendation:

That Report PW-24-04 be received for information; and,

That the Township grants permission to RR Sand and Gravel for the purpose of paving Township Road 12 from Oxford Road 22 to the East boundary of their property (Approximately 831 meters)

Background:

At the February 7, 2024 Regular Meeting of Council, staff brought forward a request by RR Sand and Gravel to have a section of Township Road 12 paved from Oxford Road 22 to their east boundary, approximately 831 meters. Council deferred report PW – 24 – 03 Township Road 12 paving, and requested more information about the project prior to making a final decision.

Analysis/Discussion:

Following the Council Meeting on February 7, 2024, staff reached out to the other area municipalities to see how they are/would handle such a request if it had been made in their jurisdiction. The Township of Zorra, the Township of Norwich and the County of Brant have received such requests and have looked favorably on them. Several municipalities indicated that they had not received such a request, however from a public works lens did see it as a positive that a gravel pit was willing to allocate financial resources toward upgrading the road as they are a major contributor to the condition of the road.

One concern that was raised by Members of Council had to do with the proposition that the dust would only be controlled in front of the gravel pit property, seeing that the remainder of the road was still gravel that the benefits of less dust would only be for the gravel pit. After dust suppressant is applied, the most notable locations that it starts to break down first is at intersections from vehicles starting and stopping and at entrances where traffic enters and exits on a regular basis. This can also be said about the appearance and formations of pot holes. Although the residents on the gravel portion may still see some dust created by traffic traveling

the road, these vehicles will be traveling in a straight line, not turning and breaking down the dust suppressant quicker. By allowing this section to be paved, the amount of dust created by the vehicles turning and exiting the pit will be significantly reduced and as such the amount of dust that is airborne and could travel to these residents will be reduced. It should also be noted that the gravel portion is not the main path for vehicles entering and exiting the pit. This would be the paved section out to Oxford Road 22.

There was also concern raised about the precedent setting potential for this type of request. Staff intend to continue to reviewing each individual request on a case-by-case basis. Within the Township, there has been a precedent set for Commercial properties with respect to road maintenance plans. This consideration is an important variable when reviewing the request at hand, with the gravel pit ultimately being a commercial operation. The Township already specifies that any Commercial/Industrial property develop the road they will be using to a Commercial/Industrial standard. RR Sand and Gravel is proposing to undertake works that the Township would be requesting of any similar Commercial/Industrial property. If the Township was to receive an application for a new gravel pit to be licensed on a different road, Township staff would be asking that that road section that would be used the most be developed to a Commercial/Industrial standard to the closest cross road. The Township has even advised a current Commercial/Industrial property that if they wish to expand and therefore increase traffic flows on Township roads, they will be responsible for upgrading the section of road they use to a Commercial/Industrial standard.

Since undertaking additional review as requested by Council, staff are also recommending that if in favour of proceeding with the proposed, Council provide additional general direction to explore strategies for holding securities or similar considerations to ensure work that work is completed to an acceptable standard. This will ensure that staff have the ability to adequately inspect work and ensure that any deficiencies are addressed as they would be with other municipal capital projects.

RR Sand and Gravel since acquiring the gravel pit on Township Road 12 have increased production and have plans to keep this production going in future years. The Township has the opportunity to upgrade a section of road to a Commercial/Industrial standard for a Commercial/Industrial business. Staff requests that RR Sand and Gravel be permitted to do the road upgrade.



Financial Considerations:

Staff time and equipment during construction
New signage for pavement ending and starting \$100

Attachments: Map

Respectfully submitted by:

Jim Borton, C.R.S.I
Director of Public Works

From: [Josh Brick](#)
To: [Sarah Matheson](#)
Cc: [Mark Peterson](#)
Subject: FW: Paving Township Road 12 to East Boundary of Pit
Date: February 21, 2024 10:45:57 AM

fyi

Josh Brick
Chief Administrative Officer
Township of Blandford-Blenheim

519-463-5347 ext. 7427
jbrick@blandfordblenheim.ca
www.blandfordblenheim.ca

From: Joan Hewitt-Jancsar <joan@thefamilyadvantage.ca>
Sent: Wednesday, February 21, 2024 10:28 AM
To: Josh Brick <jbrick@blandfordblenheim.ca>; Daryl Barnes <dbarnes@blandfordblenheim.ca>; Bruce Banbury <bbanbury@blandfordblenheim.ca>; Nancy Demarest <ndemarest@blandfordblenheim.ca>; Tina Young <tyoung@blandfordblenheim.ca>
Subject: Paving Township Road 12 to East Boundary of Pit

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Good afternoon:

We understand that our neighbour (Greg Ramseyer) is offering to pave the portion of the 12th concession from Oxford Road 22 to the east boundary of the gravel pit (where he is building his new residence). Although we realize that the 12th concession is a public road the REST OF THE NEIGHBOURS that live on the road have to deal with the dust, mud, potholes and constant speeding truck traffic that initiates from his pit and feel that the request is rather entitled as this paving would benefit only Greg.

We have no issue with our new neighbour Greg and do welcome him to build his new residence in our neighbourhood and look forward to him as a good neighbour however:

We would be only be behind this paving endeavour in the event that the ENTIRE 12th concession (between Oxford Road 22 and Oxford Road 8) AND Hubbard Road (which has recently been designated the new "trucking route") was paved (or tar and chipped like the 10th concession has recently been done) OR if ALL THE TRUCK TRAFFIC was directed from the pit (in question) to the west toward Oxford Road 22 on the "newly" paved portion (only seems fair).

And for the Township to say "we can't make the trucks turn east out of the pit, we can only put up a sign".....how can the Township also say "Hubbard Road is now designated as a truck route". Either you CAN or you CAN'T.

We have previously requested the cost of tar and chip per kilometer from the Township, however have not been answered.

Respectfully12th Concession Neighbours

Joan Hewitt Jancsar
Dean Jancsar

Maxine Hewitt

**THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW # 2419-2024**

Being a bylaw to meet the various requirements of the *Emergency Management and Civil Protection Act* and its related Ontario Regulation 380/04.

WHEREAS the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9 and Ontario Regulation 380/04 – Standards, requires that municipalities pass bylaws to adopt the Municipal Emergency Plan, appoint members to the Municipal Emergency Control Group as well as to the Emergency Management Program Committee, appoint the Community Emergency Management Coordinator as the Emergency Management Program Coordinator and name the Community Emergency Management Coordinator as Chair of the Emergency Management Program Committee and appoint an Emergency Information Officer; and

WHEREAS the Council passed a by-law which established an emergency management program and emergency response plan; and

WHEREAS the Act authorizes the head of council of the municipality to declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area. R.S.O. 1990, c. E.9, s. 4 (1); and

WHEREAS, the Act authorizes Council to appoint a member of Council to perform the duties of the Mayor during his/her absence or his/her inability to act; and

WHEREAS the Act authorizes employees of the Township of Blandford-Blenheim to respond to an emergency in accordance with the emergency response plan where an emergency exists but has not yet been declared to exist; and

WHEREAS Section 10 of the Ontario Regulation 380/04 of the *Emergency Management and Civil Protection Act* requires that every municipality designate an Emergency Management Program Coordinator; and

WHEREAS Section 11 of the Ontario Regulation 380/04 of the *Emergency Management and Civil Protection Act* describes that "every municipality shall have an Emergency Management Program Committee"; and

WHEREAS the emergency management program and emergency response plan will be reviewed annually and amended as considered appropriate. With the exception of editorial amendments, any proposed changes will be referred to Council for further review and approval; and

WHEREAS Section 12 of the Ontario Regulation 380/04 of the *Emergency Management and Civil Protection Act* requires every municipality to have a Municipal Emergency Control Group; and

WHEREAS Section 14 of the Ontario Regulation 380/04 of the *Emergency Management and Civil Protection Act* requires that every municipality designate an employee of the municipality as its Emergency Information Officer; now therefore be it

RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF BLANDFORD-BLENHEIM ENACTS AS FOLLOWS:

1. That the Township of Blandford-Blenheim *Municipal Emergency Control Group* be established and consist of:
 - Mayor *or* a trained alternate appointed by Council;
 - Chief Administrative Officer *or* a trained alternate;
 - Community Emergency Management Coordinator *or* a trained alternate;
 - Emergency Information Officer *or* a trained alternate;
 - Director of Protective Services *or* a trained alternate;
 - Director of Public Works *or* a trained alternate;
 - Any other person(s) that may be deemed necessary.

2. That the Township of Blandford-Blenheim *Emergency Management Program Committee* be established and consist of:
 - Mayor *or* a trained alternate appointed by Council;
 - Chief Administrative Officer *or* a trained alternate;
 - Community Emergency Management Coordinator *or* a trained alternate;
 - Emergency Information Officer *or* a trained alternate;
 - Director of Protective Services *or* a trained alternate;
 - Director of Public Works *or* a trained alternate;

3. That the Community Emergency Management Coordinator be named as the Emergency Management Program Coordinator and appointed as Chair of the Township's Emergency Management Program Committee.

4. That Council appoints the Municipal Clerk as Emergency Information Officer.

5. That Council adopts the current emergency plan.

6. That By-law 2113-2019, being a by-law to adopt the Emergency Management Plan, previously approved on Jan 09, 2019, be and the same is hereby repealed.

7. That this By-law comes into effect upon the final passing thereof.

NOW THEREFORE the Council of The Corporation of the Township of Blandford-Blenheim enacts as follows:

By-law READ a FIRST and SECOND time this _____ DAY of _____ 2024.

By-law READ a THIRD time and ENACTED in Open Council

this _____ DAY of _____ 2024.

Mark Peterson, Mayor

Sarah Matheson, Clerk

THE CORPORATION OF THE TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER 2420-2024

FIRE DEPARTMENT ESTABLISHING AND REGULATING BY-LAW

Being a by-law to establish and regulate the fire department.

WHEREAS Section 2(1) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, as amended, requires every municipality to establish a program which must include public education with respect to fire safety and certain components of fire prevention, and to provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances;

AND WHEREAS Section 5 of the Fire Protection and Prevention Act authorizes the Council of a municipality to establish, maintain and operate a Fire Department to provide fire suppression services and other fire protection services in the municipality.

AND WHEREAS Section 391(1) of the Municipal Act, 2001, S.O. 2001, c. 25 authorizes a municipality to impose fees or charges on persons for services or activities provided by the municipality, and for costs payable by the municipality for services or activities provided or done by or on behalf of any other municipality;

AND WHEREAS Section 425(1) of the Municipal Act provides that the Council of a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality is guilty of an offence;

AND WHEREAS Section 446 of the Municipal Act provides that if a municipality has the authority under that or any other act, or under a by-law under that or any other Act, to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense, and the municipality may recover the costs of doing a matter or thing from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes;

AND WHEREAS the Council of the Township of Blandford-Blenheim deems it desirable, necessary and expedient to amend, consolidate, revise, and update its by-law to establish and regulate a Fire Department for the Township of Blandford-Blenheim;

NOW THEREFORE the Council of the Corporation of the Township of Blandford-Blenheim hereby enacts as follows;

1. DEFINITIONS

In this by-law, unless the context otherwise requires:

- 1.1. "Additional Services" includes retaining a private contractor, renting special equipment not normally carried on a fire apparatus, or using more materials than are carried on a fire apparatus normally;
- 1.2. "CAO" means the Chief Administrative Officer of the Township or his or her designate;

- 1.3. "Confined Space" means any space that has limited or restricted means for entry or exit, such as tanks, vessels, silos, storage bins, hoppers, vaults, trenches, excavations and pits, and which are not designed for continuous human occupancy;
- 1.4. "Council" means the Council of the Township of Blandford-Blenheim;
- 1.5. "Deputy Fire Chief" means the person(s) appointed by Council as a Deputy Fire Chief to act on behalf of the Fire Chief in the case of an absence or a vacancy in the office of the Fire Chief;
- 1.6. "Fire Chief" means the person appointed by Council as a Fire Chief for the Township of Blandford-Blenheim and is ultimately responsible to Council as defined in the FPPA;
- 1.7. "Fire Code" means Ontario Regulation 231/07 under the FPPA;
- 1.8. "Fire Department" means the Township of Blandford-Blenheim Fire Department;
- 1.9. "Firefighter" means any person employed in, or appointed to, a Fire Department and assigned to undertake fire protection services, and includes a volunteer firefighter;
- 1.10. "FPPA" means the Fire Protection and Prevention Act, 1997, S.O. 1997, c 4, as amended;
- 1.11. "Fire Protection Services" includes fire suppression, fire prevention, fire safety education, training of persons involved in the provision of fire protection services, rescue and emergency services and the delivery of all those services;
- 1.12. "Member" means any person employed by or appointed to the Fire Department and includes the Fire Chief, Deputy Fire Chief, District Fire Chiefs, Captains, Firefighters, other Officers and Administrative Support Staff;
- 1.13. "Township" means The Corporation of the Township of Blandford-Blenheim.

2. ESTABLISHMENT

- 2.1. The Fire Department is continued under this by-law to provide Fire Protection Services for the Township and shall be known as "Township of Blandford-Blenheim Fire Department" and the Head of the Department shall be known as the Fire Chief.

3. COMPOSITION

- 3.1. The Fire Department shall consist of the Fire Chief, Deputy Fire Chief, District Fire Chiefs, Captains, Firefighters, Administrative Support Staff and any other person as may be authorized or considered necessary from time to time by Council or by the CAO for the Fire Department to perform Fire Protection Services.

4. EMPLOYMENT

- 4.1. In relation to the re-staffing of existing positions, the Fire Chief may recommend to the CAO, the employment in or the appointment to the Fire Department, as the case may be, of any person as a Member who meets the qualifications and, if applicable, completes criteria (including, without limitation, training courses, physical skills and other examinations) and otherwise satisfies any applicable hiring policies, practices or procedures established by the Fire Department for such employment or appointment.

5. TERMS AND CONDITIONS OF EMPLOYMENT

- 5.1. Subject to the FPPA, the remuneration and other terms and conditions of employment or appointment of the Member that comprise the Fire Department shall be determined by:
 - 5.1.1. Council acting in accordance with policies and programs established or approved for the Members.

6. ORGANIZATION

- 6.1. The Fire Department shall be structured in conformance with the approved Organizational Chart (Appendix "A"). Any additional positions to the Organizational Chart will require the approval of Council.
- 6.2. The Fire Department shall be organized to perform the following functions:
 - 6.2.1. Fire Prevention;
 - 6.2.2. Emergency Operations;
 - 6.2.3. Training;
 - 6.2.4. Public Education;
 - 6.2.5. Administrative and Support Services; and
 - 6.2.6. Fire Investigations
- 6.3. Each function of the Fire Department is the responsibility of the Fire Chief or a Fire Department Member designated by the Fire Chief. Designated Members shall report to the Fire Chief on the activities under their supervision and shall carry out orders of the Fire Chief.
- 6.4. The Fire Chief may assign or re-assign such Members to assist them in the administration and operation of the Fire Department.

7. CORE SERVICES

- 7.1. For the purpose of this By-law, Core Services provided by the Fire Department will be as per Appendix "B", which shall form part of this By-law.
- 7.2. Nothing in this By-law will restrict the Fire Department from providing only Core Services or limit the provisions of the Fire Protection Services.

8. RESPONSIBILITIES AND AUTHORITY OF FIRE CHIEF

- 8.1. The Fire Chief shall be the Head of the Fire Department and is ultimately responsible to Council, through the CAO, for proper administration and operation of the Fire Department including the delivery of Fire Protection Services.
- 8.2. Acting within the appropriate Township policies established by Council, the Fire Chief shall be authorized to make such general orders, policies, procedures, guidelines, rules, and regulations and to take such other measures as the Fire Chief may consider necessary for the proper administration and efficient operations of the Fire Department and the effective management of the Fire Protection Services for the Township and for the prevention, control and extinguishment of fires, the protection of life and property and the management of emergencies and, without restricting the generality of the foregoing:
 - 8.2.1. for the care and protection of all property belonging to the Fire Department;
 - 8.2.2. for arranging the provision of necessary and property facilities, apparatus, equipment, services and supplies for the Fire Department in cooperation with the appropriate Township Departments;
 - 8.2.3. for determining and establishing the qualifications and criteria for employment or appointment and the duties of all Members of the Fire Department in consultation with the CAO;
 - 8.2.4. for the conduct and discipline of Members of the Fire Department, and in doing so may counsel, reprimand, suspend or terminate the employment of any Member for insubordination, inefficiency, misconduct, tardiness or for non-compliance with any of the provisions of the by-law, the general orders, policies, procedures, guidelines, rules regulations, or infraction of the Criminal Code that, in the opinion of the Fire Chief, would be detrimental to the order, discipline and efficiency of the Fire Department;
 - 8.2.5. for preparing and, upon approval by Council, implementing and maintaining a Community Emergency Management plan and program for the Township;
 - 8.2.6. for coordinating any Community Emergency Management plan and program adopted or to be adopted by Council and assisting in the preparation, implementation and maintenance of any emergency plans, organizations, services

or measures established or to be established by the Township, alone or with others, and, if so requested or required, any emergency plan established by the Province of Ontario or the Government of Canada and for coordinating with and assisting any other public official in a declared emergency;

8.2.7. for reporting to the appropriate crown attorney or other prosecutor, including the Township Solicitor, or law enforcement officer or other officer that the facts upon the evidence in any case in which there is reason to believe an offence has been committed under the FPPA, the Fire Code or this By-law;

8.2.8. for keeping an accurate record, in convenient form for references, of all fires, rescues and emergencies responded to by the Fire Department;

8.2.9. for keeping such other records as may be required by the Council and the FPPA;

8.2.10. for preparing and presenting monthly reports of the Fire Department to Council;

8.2.11. for preparing and presenting the annual estimates of the Fire Department;

8.2.12. for exercising control over the budget approved by Council for the Fire Department, as established by the policies and procedures of the Township;

8.2.13. for the appointment, promotion and demotion of Members of the Fire Department in accordance with such policies, procedures, guidelines, rules and regulations as may be in existence from time to time provided that such measures do not conflict with the provisions of this By-law or any other By-law of the Township, including without limitation those requiring the prior approval of or prior notice to the Council of the satisfaction of certain conditions, general or otherwise, specified by the Council before such measures can be implemented, or with the provisions of the FPPA;

8.2.14. for any other duties assigned by the CAO.

8.3. The Fire Chief shall be responsible for the administration and enforcement of this By-law and all general orders, policies, procedures, guidelines, rules and regulations made under this By-law and for the enforcement of any other By-laws of the Township respecting Fire Protection Services, and shall review periodically such By-laws, and may for this purpose, establish an advisory committee consisting of such officers and other persons, including him or her in the discharge of this duty and, in the case of such By-laws, including this By-law, recommend to the CAO and/or Council such amendments as the Fire Chief considers appropriate and, in the case of general orders, policies, procedures, guidelines, rules and regulations made under this By-law, revise or terminate any of them if the Fire Chief considers it appropriate;

8.4. The Fire Chief shall have all powers, rights and duties assigned to a Fire Chief under the FPPA including without limitations the authority to enforce compliance with the Fire Code;

8.5. The Fire Chief may liaise with the Office of the Fire Marshal of Ontario and any other office or organization as required by the CAO or Council as considered necessary or advisable by the Fire Chief for the proper administration and efficient operation of the Fire Department and the effective management of the Fire Protection Services for the Township;

8.6. The Fire Chief may utilize such Members of the Fire Department as the Fire Chief may determine, from time to time, to assist in the performance of his duties.

9. DEPUTY FIRE CHIEF

9.1. The Deputy Fire Chief shall:

9.1.1. Be the second ranking officer of the Fire Department; and

9.1.2. Be subject to and obey all orders of the Fire Chief; and

9.1.3. Perform such duties as are assigned to him or her by the Fire Chief; and

9.1.4. Act on behalf of the Fire Chief in case of absence or a vacancy in the office of the Fire Chief.

10. SUPERVISION

10.1. The Members of the Fire Department, while on duty, shall be under the direction and control of the Fire Chief, Deputy Fire Chief, District Chiefs, or next ranking officer present in any place.

11. GENERAL DUTIES AND RESPONSIBILITIES

11.1. Every member shall conduct themselves in accordance with general orders, policies, procedures, guidelines, rules and regulations made by the Fire Chief and shall give their whole and undivided attention while on duty to the efficient operation of the Fire Department and shall perform the duties assigned to them to the best of their ability in accordance with the FPPA.

12. PROPERTY

12.1. No person shall use the Corporation's property, vehicles, equipment, supplies or services for activities not associated with the discharge of official Fire Department duties;

12.2. No person shall use the Corporation's property, vehicles, equipment, supplies or services for personal gain;

12.3. No person shall willingly damage or render ineffective or inoperative any apparatus, equipment or other property belonging to or used by the Fire Department;

12.4. All persons shall abide by the Corporation's Staff Code of Conduct.

13. FIRE SUPPRESSION

- 13.1. The Fire Department may suppress any fire, or other hazardous condition, by extinguishing it or by other reasonable action and, for this purpose, may enter private property, if necessary, to do so without notice;
- 13.2. The Fire Department may pull down or demolish any building or structure when considered necessary to prevent the spread of fire;
- 13.3. The Fire Department may request other persons present at a fire to assist in:
 - 13.3.1. Extinguishing fires
 - 13.3.2. Pulling down or demolishing buildings or structures to prevent the spread of fire;
 - 13.3.3. Crowd and traffic control; or
 - 13.3.4. Suppression of fires or other hazardous conditions in other reasonable ways.

14. REFUSAL TO LEAVE

- 14.1. No person present at a fire shall refuse to leave the immediate vicinity of that fire when required to do so by a Member of the Fire Department if, in the opinion of that Member, the fire poses a threat to that person's health or safety.

15. CONDUCT AT FIRES

- 15.1. During a fire, and for the time after it has been extinguished that is required to remove the apparatus and equipment of the Fire Department and render the location and vicinity safe from fire, no person, either on foot or with a vehicle of any kind, shall enter or remain upon or within:
 - 15.1.1. The portion of any street or lane upon which the site of the fire abuts or upon any street or lane for fifteen (15) metres on each side of the property damaged by fire; or
 - 15.1.2. Any additional street or lane or part of a street or lane or any additional limits in the vicinity of the fire as may be prescribed by the Fire Chief, Deputy Fire Chief, District Fire Chiefs, or the next ranking officer present at the fire;
- 15.2. The provisions of Section 15.1 shall not apply to a resident of any street or lane or within the prescribed additional limit or to any person so authorized to enter or remain by an office of the Fire Department or by an OPP officer.

16. ADDITIONAL SERVICES

- 16.1. If, as a result of the Fire Department's response to an emergency including a motor vehicle incident or, in order to carry out any of its duties or functions, the Fire Chief, Deputy Fire Chief, District Fire Chiefs, or the next ranking officer present at the fire, may determine that it is necessary to obtain Additional Services in order to suppress or extinguish a fire, preserve property, prevent a fire from spreading, control and eliminate an emergency, carry out or prevent damage to equipment owned by the Township or otherwise carry out the duties and functions of the Fire Department, then the owner of the property requiring or causing the need for Additional Services may be charged the costs to provide the Additional Services including all applicable taxes.
- 16.2. The Additional Services obtained pursuant to Section 16.1 may be obtained notwithstanding any other Township By-law or policy.

17. EMERGENCY RESPONSES OUTSIDE THE LIMITS OF THE MUNICIPALITY

- 17.1. The Fire Department shall not respond to a call with respect to a fire or emergency outside the territorial limits of the Township except with respect to a fire or emergency;
- 17.1.1. That, in the opinion of the Fire Chief or his or her designate, threatens property in the territorial limits of the Township or property situated outside the territorial limits of the Township that is owned or occupied by the Township;
- 17.1.2. In a municipality with which an automatic aid or mutual aid agreement has been entered into to provide Fire Protection Services;
- 17.1.3. On property with which an approved agreement has been entered into with any person or Township to provide Fire Protection Services;
- 17.1.4. At the discretion of the Fire Chief, to a municipality authorized to participate in the County of Oxford Mutual Aid Plan, Provincial Mutual Aid Plan, or any other similar reciprocal plan or program;
- 17.1.5. On property beyond the territorial limits of the Township where the Fire Chief or designate determines immediate action is necessary to preserve life or property and the appropriate fire department is notified to respond and assume command or establish alternative measures acceptable to the Fire Chief or designate.

18. INTERFERENCE

- 18.1. No person shall obstruct, hinder, or interfere with the Fire Chief or any Member of the Fire Department in the performance of his or her duties in accordance with this By-law and the FPPA or the Fire Code.

19. FIRE ALARM

19.1. No person shall prevent, obstruct or interfere in any manner whatsoever with the communication of a fire alarm to the Fire Department or with the Fire Department response to a fire alarm that has been activated.

20. OFFENCES

20.1. Every person who contravenes any provisions of this By-Law is guilty of an offence and upon conviction is liable to a fine or penalty established by the *Provincial Offences Act*, R.S.O. 1990, c P.33, as amended.

21. CONFLICT

21.1. Where this By-law may conflict with any other By-law of the Township, this By-law shall take precedence to the extent of the conflict.

22. SEVERABILITY

22.1. If any part of this By-law is found to be illegal or beyond the power of the Township, such section or part or item shall be deemed to be severable and all other sections or parts of this By-law shall be deemed to be separate and independent therefrom and to be enacted as such.

23. REPEAL

23.1. By-law Number 2314-2022 is hereby repealed.

24. ENACTMENT

24.1. This By-law shall come into force and effect the day it is passed by Council.

24.2. Appendix "A" and "B" are deemed to be an integral part of this By-law.

NOW THEREFORE the Council of The Corporation of the Township of Blandford-Blenheim enacts as follows:

By-law READ a FIRST and SECOND time this _____ DAY of _____ 2024.

By-law READ a THIRD time and ENACTED in Open Council this _____ DAY of _____ 2024.

Mark Peterson, Mayor

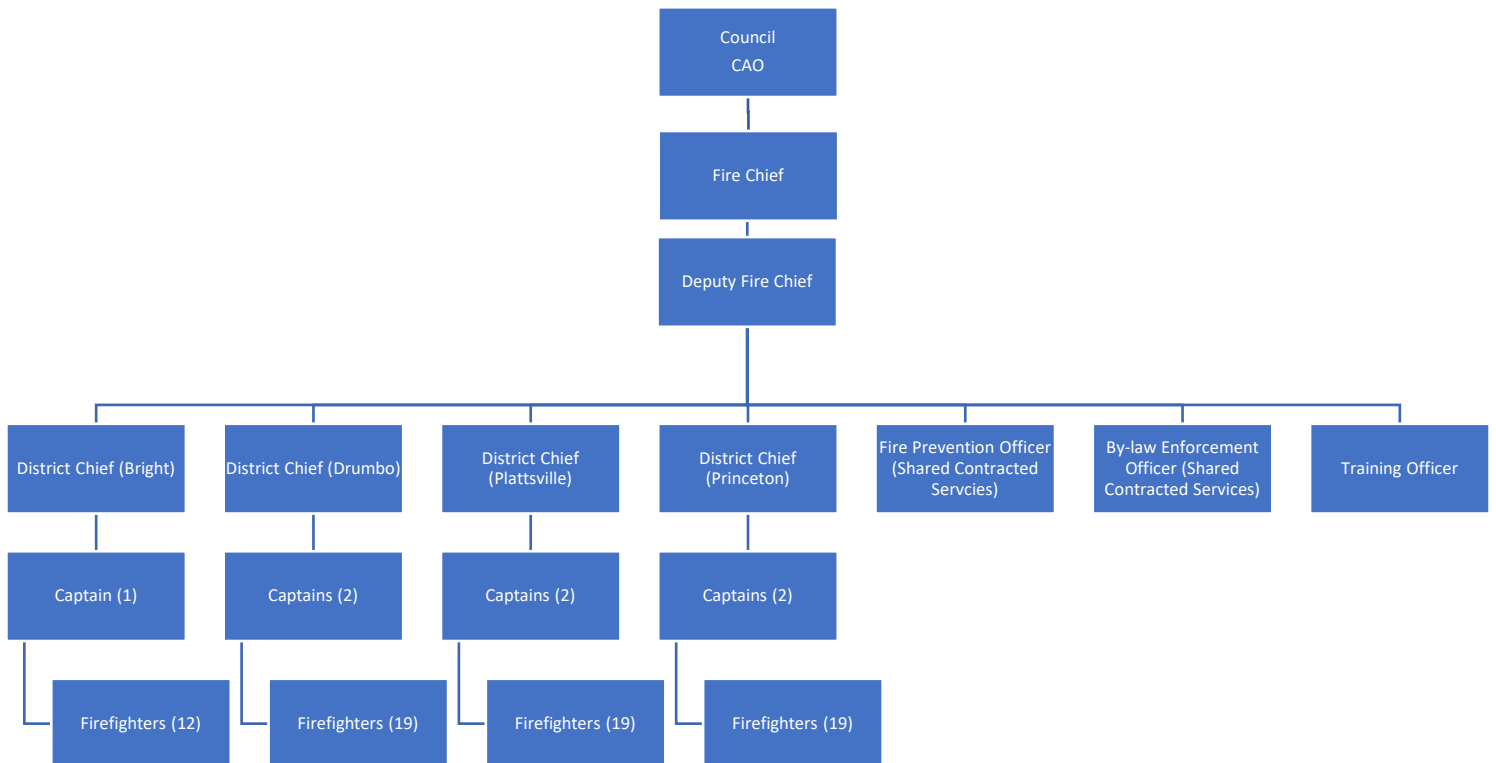
Sarah Matheson, Clerk

THE CORPORATION OF THE TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER 2420-2024

FIRE DEPARTMENT ESTABLISHING AND REGULATING BY-LAW

APPENDIX "A" – ORGANIZATIONAL CHART



THE CORPORATION OF THE TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER 2420-2024

FIRE DEPARTMENT ESTABLISHING AND REGULATING BY-LAW

APPENDIX “B” – CORE SERVICES

EMERGENCY RESPONSE

The Fire Department shall respond to fires, alarms of fires, and pre-fire conditions to provide fire suppression services and shall exercise best efforts to conform to the most recent edition of National Fire Protection Association (NFPA) 1720, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments, as revised from time to time.

1. STRUCTURAL FIREFIGHTING SERVICES

1.1. For the purpose of this Appendix, “Structural Firefighting” shall have the same meaning as Structural Firefighting as defined by NFPA 1720, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments, as revised from time to time.

1.2. **Interior Search and Rescue** shall be provided when possible and as appropriate in accordance with the following:

1.2.1. Services shall be provided to search for and rescue endangered, trapped or potentially trapped persons within the structure;

1.2.2. Services shall be provided only when, in the opinion of the Fire Chief or most senior Officer in Charge, all the following are true:

1.2.2.1. A scene risk assessment has been completed, and the level of risk reasonably justifies entry into the structure;

1.2.2.2. Building integrity permits entry into the structure;

1.2.2.3. Sufficient Firefighter staffing is deployed at the fire ground;

1.2.2.4. Reliable water source with flow can be sustained; and

1.2.2.5. Adequate fire ground supervision and support is provided.

1.3. **Interior Fire Suppression (Offensive Attack)** shall be provided when possible and as appropriate in accordance with the following:

1.3.1. Services shall be provided to contain the fire and prevent further loss of property;

1.3.2. Services shall be provided only when, in the opinion of the Fire Chief or most senior Officer in Charge, all the following are true:

1.3.2.1. A scene risk assessment has been completed, and the level of risk reasonably justifies entry into the structure;

1.3.2.2. Building integrity permits entry into the structure;

1.3.2.3. Sufficient Firefighter staffing is deployed at the fire ground;

1.3.2.4. Reliable water supply with flow can be sustained; and

1.3.2.5. Adequate fire ground supervision and support is provided.

1.4. **Exterior Fire Suppression (Defensive Attack)** shall be provided when possible and as appropriate, when in the opinion of the Fire Chief or most senior Officer in Charge, it is appropriate to do so and in accordance with the following:

1.4.1. There shall be no expected rescue component with this service;

1.4.2. Service shall be provided to prevent fire spread to adjacent areas;

1.4.3. Service shall be provided to minimize property damage and maintain the exposures to the best extent possible, and well as to facilitate fire investigation and possible body recovery;

1.4.4. This strategy shall be utilized when Interior Fire Suppression is not possible or appropriate; and

1.4.5. Service shall be provided as water supply permits.

1.5. **Rural Firefighting Operations**

1.5.1. Rural firefighting operations using tanker shuttle service shall be provided and best efforts shall be exercised.

1.6. **Marine Firefighting Operations**

1.6.1. Marine firefighting services shall be limited to shore-based, defensive firefighting operations only.

1.7. **Vehicle Firefighting Operations**

1.7.1. Services shall be provided to control and extinguish vehicle fires.

1.8. Grass, Brush and Forestry Firefighting Services

- 1.8.1. Services shall be provided and best efforts will be made to conform to SP103 Standard as defined by the Ministry of Natural Resources and Forestry. Services will be provided in accordance with all agreements with the Ministry of Natural Resources and Forestry.

1.9. Automatic Aid Response Services

- 1.9.1. Services shall be provided in accordance with any Automatic Aid Agreements approved by Council.

1.10. Mutual Aid Response Services

- 1.10.1. Services shall be provided in accordance with the Mutual Aid Agreement established in respect to the municipalities within the Township of Blandford-Blenheim, pursuant to Sections 5, 5(a), 5(b) and 6 of the FPPA, 1997.

1.11. Tiered Medical Response Services

- 1.11.1. Services shall be provided in accordance with the Emergency Tiered Response Agreement between the Township of Blandford-Blenheim and the Oxford County Paramedic Services.

1.12. Ambulance Assistance Services

- 1.12.1. Services shall be provided to assist Paramedic Services with emergency and non-emergency situations with respect to providing access and or the provision of care to patients.

1.13. Police Assistance Services

- 1.13.1. Services shall be provided to assist Police with emergency and non-emergency situations for which the Fire Department has the equipment and/or specialized skills to assist in the mitigation.

1.14. Public Assistance Services

- 1.14.1. Services shall be provided to assist the public with emergency and non-emergency situations for which the Fire Department has the equipment and/or specialized skills to mitigate the incident.

1.15. Carbon Monoxide Incidents

- 1.15.1. Services shall be provided to carbon monoxide alarms and emergencies.

1.16. Public Utility Incidents

1.16.1. Services shall be provided to public utility incidents that pose a public hazard, including:

1.16.1.1. Electrical utility emergencies;

1.16.1.2. Natural gas or propane emergencies.

1.17. Highway and Roadway Incident Services

1.17.1. Fire Protection and Rescue Services shall be provided to:

1.17.1.1. Highway 401 from Trussler Rd to Blandford Rd and all other MTO roadways within the Township of Blandford-Blenheim boundaries;

1.17.1.2. Municipal roadways within the Township of Blandford-Blenheim.

1.17.2. Costs associated with the Fire Department response to MTO highways shall be recovered in accordance with Provincial Fire Service Agreement and the Township of Blandford-Blenheim's Fees By-law.

1.18. Vehicle Rescue Services

1.18.1. The Fire Department shall respond to vehicle accidents to provide the following services:

1.18.1.1. Stabilizing the scene of the accident;

1.18.1.2. Stabilizing the vehicles involved in the accident;

1.18.1.3. Providing aid to injured or trapped persons;

1.18.1.4. Mitigating adverse effects to the natural environment;

1.18.1.5. Vehicle extrication services.

1.18.2. Responses to transportation incidents involving vehicles, trains and aircraft shall be provided to those incidents that may involve large number of casualties, widespread damage to property and/or significant environmental impacts.

1.19. Hazardous Materials Response Services

1.19.1. Service shall be provided at the Operations level in accordance with NFPA 1072.

1.19.2. Services requiring Technician levels will not be provided by the Fire Department, however, may be provided by an approved third party.

1.20. Water and Ice Rescue Services

1.20.1. Shore-Based Water Rescue shall be provided in accordance with the level of training and certification provided by the Township.

1.20.2. Ice Water Rescue will not be provided by the Fire Department.

1.20.3. Swift Water Rescue will not be provided by the Fire Department.

1.20.4. Dive Rescue will not be provided by the Fire Department.

1.20.5. Recovery Services to retrieve property or human remains by entering into a body of water shall not be provided by the Fire Department.

1.20.6. Technical level services may be provided by an approved third-party provider.

1.21. Urban Search and Rescue Services

1.21.1. Fire Department response to urban search and rescue incidents shall be limited to providing structural collapse and rescue services at the Awareness level in accordance with NFPA 1670.

1.21.2. Urban Search and Rescue services requiring Operations or Technician levels will not be provided by the Fire Department; however, provincial resources may be called upon from the Provincial Emergency Operations Centre.

1.22. Rope Rescue Services

1.22.1. Rope Rescue services will be provided at the Operations level in accordance with NFPA 1670.

1.22.2. Rope Rescue services requiring Technician level will not be provided by the Fire Department; however, services may be provided by an approved third-party provider.

1.23. Confined Space Rescue Services

1.23.1. Confined Space rescue services will not be provided by the Fire Department; however, services may be provided by an approved third-party provider.

1.24. Trench Rescue Services

1.24.1. Trench Rescue services will not be provided by the Fire Department; however, services may be provided by an approved third-party provider.

1.25. **Animal Rescue Services**

1.25.1. Animal Rescue services will not be provided by the Fire Department.

1.26. **Community Emergency Plan Response Services**

1.26.1. Services shall be provided in accordance with the approved Township of Blandford-Blenheim Emergency Response Plan.

1.27. **Assistant to the Fire Marshal Services**

1.27.1. Duties of the Assistant to the Fire Marshal shall be carried out as prescribed by the FPPA, 1997.

2. FIRE PREVENTION AND PUBLIC EDUCATION

2.1. Fire Inspection Services

2.1.1. Fire Inspection services shall be provided for the following:

- 2.1.1.1. Complaints and request inspections;
- 2.1.1.2. Vulnerable occupancy inspections;
- 2.1.1.3. Routine inspections;
- 2.1.1.4. Conducting licensing inspections;
- 2.1.1.5. Enforcing Fire Code compliance;
- 2.1.1.6. Enforcing municipal by-laws;
- 2.1.1.7. Issuing burn permits;
- 2.1.1.8. Issuing fireworks permits; and
- 2.1.1.9. Preparing reports and issuing responses to requests.

2.2. Public Education Services

2.2.1. Public Education services shall be provided for the following:

- 2.2.1.1. Providing fire and life safety public education programs;
- 2.2.1.2. Facilitating smoke alarm and carbon monoxide alarm initiatives;

- 2.2.1.3. Distributing public education messaging to the media; and
- 2.2.1.4. Delivery of specialized programs.

2.3. Fire Investigation Services

- 2.3.1. Fire Investigation services shall be provided for the following:
 - 2.3.1.1. Determining cause and origin of fires and explosions:
 - 2.3.1.2. Assessing code compliance
 - 2.3.1.3. Interacting with police investigators and other agencies; and
 - 2.3.1.4. Supporting criminal prosecutions, including appearances in court.

2.4. Plans Examination Services

- 2.4.1. Plans Examination services shall be provided for the following:
 - 2.4.1.1. Reviewing and approving fire safety plans;
 - 2.4.1.2. Examining and providing comment on new construction and renovation plans;
 - 2.4.1.3. Reviewing and providing comment on subdivisions and development agreements;
 - 2.4.1.4. Reviewing and providing comment on site plans; and
 - 2.4.1.5. Inspecting sites of approved plans to determine compliance.

2.5. Risk Assessment Services

- 2.5.1. Risk Assessment services shall be provided for the following:
- 2.5.2. Conducting a community fire risk assessment;
- 2.5.3. Compiling, analyzing and disseminating functional statistics; and
- 2.5.4. Selecting appropriate fire service programs.

2.6. Consultation Services

- 2.6.1. Consultation services shall be provided for the following:

- 2.6.1.1. Consultation with families, schools, health professionals and police with respect to Youth Firesetter programs;
- 2.6.1.2. Consulting with architects, engineers, planners and builders;
- 2.6.1.3. Interacting with building department; and
- 2.6.1.4. Interacting with other government agencies.

3. EMERGENCY PLANNING

3.1. Pre-Incident Planning Services

- 3.1.1. Pre-Incident Planning services shall be provided for the following:
 - 3.1.1.1. Pre-incident plans may be developed and maintained for incidents in high-risk buildings and/or operations;
 - 3.1.1.2. Community Emergency Management planning services; and
 - 3.1.1.3. Collaborating with the development, review, revision and implementation of the approved Township of Blandford-Blenheim Emergency Response Plan.

4. FIRE DEPARTMENT ADMINISTRATION

4.1. Planning and Development Services

- 4.1.1. Planning and Development services shall be provided for the following:
 - 4.1.1.1. Strategic Planning;
 - 4.1.1.2. Evaluating Fire Department programs and services;
 - 4.1.1.3. Determining staffing levels and assignments;
 - 4.1.1.4. Developing policies, procedures and standard operating guidelines;
 - 4.1.1.5. Coordinating with other emergency services; and
 - 4.1.1.6. Coordinating with other municipal departments.

4.2. Health and Safety Services

- 4.2.1. Health and Safety services shall be provided for the following:
 - 4.2.1.1. Implementing Fire Department health and safety programs;

- 4.2.1.2. Implementing an occupational exposure program;
- 4.2.1.3. Establishing a designated officer with respect to communicable disease regulations;
- 4.2.1.4. Implementing and maintaining a peer support program; and
- 4.2.1.5. Implementing and maintaining a mental health program.

4.3. Training Program Standards

- 4.3.1. The Fire Department shall provide the following training program standards by:
 - 4.3.1.1. Providing a training program for firefighters that conforms to NFPA 1001;
 - 4.3.1.2. Providing a training program for apparatus drivers and operators that conforms to NFPA 1002;
 - 4.3.1.3. Providing a training program for license of drivers as per the Ministry of Transportation;
 - 4.3.1.4. Providing a training program for technical rescue operations that conforms to NFPA 1006;
 - 4.3.1.5. Providing a training program for officers that conforms to NFPA 1021;
 - 4.3.1.6. Providing a training program for fire investigators that conforms to NFPA 1033;
 - 4.3.1.7. Providing a training program for fire inspectors that conforms to NFPA 1031;
 - 4.3.1.8. Providing a training program for fire and life safety educators that conforms to NFPA 1035;
 - 4.3.1.9. Providing a training program for fire service instructors that conforms to NFPA 1041; and
 - 4.3.1.10. Providing a training program for incident safety officers that conforms to NFPA 1521.

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER **2421-2024**

Being a by-law to adopt the estimates of all sums required for 2024 for Township purposes.

WHEREAS Section 290 of the Municipal Act S.O. 2001, and amendments thereto, provides that a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality including (a) amounts sufficient to pay all debts of the municipality falling due within the year; (b) amounts required to be raised for sinking funds or retirement funds; and (c) amounts required for any board, commission or other body;

AND WHEREAS the Council of the Corporation of the Township of Blandford-Blenheim has prepared such an estimate of all sums required during the year of 2024;

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

1. The estimate of all sums required for Township purposes for the Corporation of the Township of Blandford-Blenheim for the year 2024 is hereby adopted.
2. The estimate of all sums required for Township purposes, including estimates for all taxation purposes, for the Corporation of the Township of Blandford-Blenheim for the year 2024, also called the 2024 Budget, is attached hereto as Schedule "A" and forms part of this By-law.
3. This By-law shall come into force and take effect upon being passed by Council.

By-law **READ** a **FIRST** and **SECOND** time this 21st day of February 2024;

By-Law **READ** a **THIRD** time and **ENACTED** in Open Council this 21st day of February, 2024.

Mark Peterson, Mayor

Sarah Matheson, Clerk

Schedule "A"

By-law Number 2421-2024

Local Estimates for Tax Purposes

Purpose	Amount
General Government	(199,073)
Protective Services	1,310,234
External Agencies / Boards	943,171
Building / Drainage Services	95,029
Public Works	4,044,997
Community Services	898,941
Total	7,093,299

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER 2422-2024

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 February 21st, 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 21st day of February, 2024.

By-law read a third time and finally passed this 21st day of February, 2024

MAYOR
MARK PETERSON

CLERK
SARAH MATHESON