

TOWNSHIP OF BLANDFORD-BLENHEIM
COUNCIL MEETING AGENDA - *Amended*

Wednesday, February 16th, 2022

Watch via Live Stream on Township's YouTube:
<https://www.youtube.com/channel/UCdKRV0GAEuFaGbWHRPzoEXA>

4:00 p.m.

1. Welcome

2. Call to Order

3. Approval of the Agenda

Recommendation:

That the agenda for the February 16th, 2022 Regular Meeting of Council be adopted.

4. Disclosure of Pecuniary Interest

5. Minutes

a. [February 2nd, 2022 Minutes of Council](#)

Recommendation:

That the minutes of the February 2nd, 2022 Meeting of Council be adopted, as printed and circulated.

6. Business Arising from the Minutes

7. Public Meetings

None.

8. Delegations / Presentations

None.

9. Correspondence

a. Specific

None.

b. General

None.

10. Staff Reports

a. Rick Richardson – Director of Protective Services

i. FC-22-02 – January Monthly Report

Recommendation:

That Report FC-22-02 be received as information.

b. Jim Harmer – Drainage Superintendent

i. DS-22-03 – Section 78 Appointment of Engineer

Recommendation:

That Report DS-22-03 be received as Information; and,

Whereas the Upper Thames River Conservation Authority have not registered any concerns for the appointment of an Engineer under Section 78 of the Drainage Act for the Hughes 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 Section 78 of the Drainage Act

c. Jim Borton – Director of Public Works

i. PW-22-04 – Township Road 12 (Oxford Rd 22 – Oxford Rd 8)

Recommendation:

That Report PW-22-04 be received for information;

And further that the Township change the posted allowable speed limit along Township Road 12 between Oxford Road 22 & Oxford Road 8 to 60 km.

d. Sarah Matheson – Deputy Clerk

i. DC-22-01 – Offsite Evening & Weekend Civil Marriage Services

Recommendation:

That Report DC-22-01 be received as information; and,

That Council re-add a fee for Civil Marriage Services offsite during evening and weekends as well as a fee for rehearsal attendance to the 2022 Fees & Charges.

e. Denise Krug – Director of Finance

i. TR-22-02 – 2022 Council Grant & Subsidy Requests

Recommendation:

That Report TR-22-02 be received as information; and,

That Council direct staff to allocate Grant & Subsidy Funds.

ii. [TR-22-03 – Indexing of Development Charges](#)

Recommendation:

That Report TR-22-03 be received as information.

11. Reports from Council Members

12. Unfinished Business

13. Motions and Notices of Motion

14. New Business

a. Provincial announcement Re: COVID-19

15. Closed Session

16. By-laws

[a. 2288-2022, Being a By-law to adopt the estimates of all sums required for 2022 Township purposes; and,](#)

[b. 2289-2022, Being a By-law to confirm the proceedings of Council.](#)

Recommendation:

That the following By-laws be now read a first and second time: 2288-2022, & 2289-2022.

Recommendation:

That the following By-laws be now given a third and final reading: 2288-2022, & 2289-2022.

17. Other

18. Adjournment and Next Meeting

Wednesday, March 2nd, 2022

Recommendation:

That Whereas business before Council has been completed at _____ pm;

That Council adjourn to meet again on Wednesday, March 2nd, 2022 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 Demarest, and Read.

Staff: Baer, Borton, Harmer, Krug, Matheson, Mordue, and Richardson.

Other: Planner, Dustin Robson

Mayor Peterson in the Chair.

1. Welcome

2. Call to Order

3. Approval of the Agenda

RESOLUTION #1

Moved by – Councillor Read
Seconded by – Councillor Demarest

Be it hereby resolved that the agenda for the February 2nd, 2022 Regular Meeting of Council be adopted, as printed and circulated.

.Carried

4. Disclosure of Pecuniary Interest

None.

5. Adoption of Minutes

a. January 19th, 2022 Minutes of Council

RESOLUTION #2

Moved by – Councillor Read
Seconded by – Councillor Demarest

Be it hereby resolved that the Minutes of the January 19th, 2022 Meeting of Council be adopted, as printed and circulated.

.Carried

6. Business Arising from the Minutes

None.

7. Public Meeting

a. Public Meeting Under the Planning Act

RESOLUTION #3

Moved by – Councillor Read
Seconded by – Councillor Demarest

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

ZN1-21-09 + ZN1-21-10, submitted by the 242536 Ontario Ltd. & Clayton + Allyson Haight;

And that Mayor Peterson Chair the Public Meeting.

.Carried

i. Application for Zone Change – ZN1-21-09 + ZN1-21-10

Dustin Robson, Planner, presented the report ZN1-21-09 & ZN1-21-10 recommending denial. Council did not ask any questions. The applicant and agent were present and spoke in favour of the application. No one further spoke for or against the application.

RESOLUTION #4

Moved by – Councillor Read
Seconded by – Councillor Demarest

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

.Carried

RESOLUTION #5

Moved by – Councillor Balzer
Seconded by – Councillor Demarest

Be it hereby resolved that the Council of the Township of Blandford-Blenheim approve-in-principle the Zone Change Application submitted by 242936 Ontario Ltd. (File No. ZN1-21-09) whereby the lands described as N Part Lot 2, Concession 10 (Blenheim), Township of Blandford-Blenheim are to be rezoned from 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-sp)' and 'Special Rural Residential Zone (RR-sp)';

AND FURTHER, be it hereby resolved that the Council of the Township of Blandford-Blenheim approve-in-principle the Zone Change Application submitted by Clayton & Allyson Haight, (File No. ZN1-21-10) whereby the lands described as N Part Lot 3, Concession 10 (Blenheim), Township of Blandford-Blenheim are to be rezoned from 'Limited Agricultural Zone (A1)' to 'Special General Agricultural Zone (A2-sp).'

.Carried

8. Delegations / Presentations

- a. Denise Krug, Director of Finance, Re: Revisions to the 2022 Draft Budget

Denise Krug, Director of Finance presented the revisions to the 2022 draft budget. Council discussed at length the increase to the tax rate. Staff were directed to bring the 2022 levy by-law to the February 16, 2022 Council meeting.

RESOLUTION #6

Moved by – Councillor Banbury
Seconded by – Councillor Demarest

Be it hereby resolved that the presentation of the draft 2022 budget by Denise Krug, Director of Finance be received as information.

.Carried

9. Correspondence

a. Specific

- i. Marcus Ryan, Mayor, Township of Zorra, Re: Resolution regarding the Truth and Reconciliation Calls to Action

RESOLUTION #7

Moved by – Councillor Banbury
Seconded by – Councillor Demarest

That the correspondence from the Township of Zorra be received; and,

That staff be instructed to collaborate with the Township of Zorra and other Oxford County area municipalities and develop action items the Township can undertake to address the Truth and Reconciliation calls to action directed at municipal government.

.Carried

b. General

None.

10. Staff Reports

a. Jim Harmer – Drainage Superintendent

i. DS-22-04 – January Monthly Report

RESOLUTION #8

Moved by – Councillor Banbury

Seconded by – Councillor Demarest

Be it hereby resolved that Report DS-22-04 be received as information.

.Carried

ii. DS-22-05 – CN Rail and Drainage

RESOLUTION #9

Moved by – Councillor Banbury

Seconded by – Councillor Demarest

Be it hereby resolved that Report DS-22-05 be received as information;

And that Council support OMAFRA Minister Lisa M. Thompson and the Board of Director of DSAO by sending a letter of support to CN Rail.

.Carried

b. Trevor Baer – Manager of Community Services

i. CS-22-02 – January Monthly Report

RESOLUTION #10

Moved by – Councillor Banbury

Seconded by – Councillor Demarest

Be it hereby resolved that Report CS-22-02 be received as information.

.Carried

c. Jim Borton – Director of Public Works

i. PW-22-03 – January Monthly Report

RESOLUTION #11

Moved by – Councillor Banbury

Seconded by – Councillor Demarest

Be it hereby resolved that Report PW-22-03 be received as information.

.Carried

d. Rodger Mordue – Chief Administrative Officer

i. CAO-21-01 – 2022 Municipal Election Dates

RESOLUTION #12

Moved by – Councillor Demarest

Seconded by – Councillor Banbury

Be it hereby resolved that Report CAO-22-01 be received; and,

That staff be directed to bring forward a by-law to amend the Township's procedural by-law in order to better align the Township's practices with Provincial legislation.

.Carried

11. Reports from Council Members

Mayor Peterson reported that, 2 weeks ago, there was a Mayor's meeting with Mr. Ford and some other staff and he texted Mr. Doug Ford after the meeting who responded and put him in touch with Patrick Sackville, Administrative Assistant. Peterson spoke to Sackville regarding the concerns with the Toyota assessment appeal process, and if there is something that can be done about the money required and the whole process that the Township was not able to participate in.

Mayor Peterson also reported that the Mayor's group held a preliminary discussion regarding what the density values in subdivisions within the County should be. Peterson noted this will be a difficult undertaking.

12. Unfinished Business

None.

13. Motions and Notices of Motion

None.

14. New Business

None.

15. Closed Session

- a. Personal matters about an identifiable individual, including municipal or local board employees.

Re: Staffing

RESOLUTION #13

Moved by – Councillor Demarest
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 5:25 p.m. to discuss:

- a. Personal matters about an identifiable individual, including municipal or local board employees.

Re: Staffing

.Carried

RESOLUTION #14

Moved by – Councillor Demarest
Seconded by – Councillor Banbury

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 6:41 p.m.

.Carried

16. By-laws

- a. 2286-2022, Being a By-law to amend By-law 1916-2015, Being a By-law to govern the proceedings of Council and Committees, and to prescribe the forms and manner and times for the provision of notice; and,
- b. 2287-2022, Being a By-law to confirm the proceedings of Council.

RESOLUTION #15

Moved by – Councillor Demarest
Seconded by – Councillor Banbury

Be it hereby resolved that the following By-laws be now read a first and second time: 2286-2022 & 2287-2022.

.Carried

RESOLUTION #16

Moved by – Councillor Demarest

Seconded by – Councillor Banbury

Be it hereby resolved that the following By-laws be now read a third and final reading: 2286-2022 & 2287-2022.

.Carried

17. Other Business

None.

18. Adjournment and Next Meeting

RESOLUTION #17

Moved by – Councillor Demarest
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 6:42 p.m.;

Be it hereby resolved that Council does now adjourn to meet again on Wednesday, February 16th, 2022 at 4:00 p.m.

.Carried

Mark Peterson, Mayor
Township of Blandford-Blenheim

Rodger Mordue CAO / Clerk
Township of Blandford-Blenheim



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Rick Richardson – Director of Protective Services
Reviewed By:	Rodger Mordue	Date:	February 1 st , 2022
Subject:	January Monthly Report	Council Meeting Date:	February 16 th ,2022
Report #:	FC-22-02		

Recommendation:

That Report FC-22-02 is received as information.

Background:

To provide Council with an update regarding the activities of the Protective Services Department, for the month of January 2022

Analysis/Discussion:

Fire:

- (10) burn permits were issued in January 2022
- January 2022 monthly fire calls (included)
- Fire calls 2021vs 2022 (included)

Meetings, Courses and Training Attended:

- Staff participated in bi-weekly conference calls during the month of January with Southwestern Public Health when available.
- Jan 3rd participated in zoom meeting with Oxford EMS to discuss medical training
- Jan 4th participated in zoom meeting with Oxford County Mutual Aid group
- Jan 12th attended Council meeting at Princeton Com Center
- Jan 13th staff attended a RFSOC Chiefs meeting at Norwich Station to discuss future recruit training program which has been cancelled for January while we work through COVID.EMS will provide our First Aid re-certification for all firefighters in 2022 and recruits will be completed first. Our group has received a new maintenance agreement for our Fire Communication System that has been approved in principle
- Jan 19th staff attended Council meeting at Princeton Com Center to present the 2022 Operating budget

January 2022 Fire Call Report**Bright**

1	14-Jan	John St W	Structure Fire
2	19-Jan	Applewood St	Structure Fire - Assist
3	24-Jan	Oxford Waterloo Rd	MVC

Drumbo

1	02-Jan	Hwy 401 Km 250	MVC
2	14-Jan	John St W	Structure Fire - Assist
3	19-Jan	Twp Rd 2	Smell of Smoke - Assist
4	19-Jan	Applewood	Structure Fire - Assist
5	20-Jan	Twp Rd 4	Structure Fire - Assist
6	21-Jan	Hwy 401 Km 260	MVC
7	23-Jan	Hwy 401 Km 255	MVC
8	23-Jan	Hwy 401 Km 245	MVC
9	24-Jan	Duke St	Medical Call
10	24-Jan	Twp Rd 8	MVC - Snowmobile
11	27-Jan	Hwy 401 Km 251	MVC

Plattsville

1	01-Jan	Albert St W	Fire Alarm
2	14-Jan	John St W	Structure Fire
3	19-Jan	Applewood St	Structure Fire
4	21-Jan	Hwy 401 Km 260	MVC Assist
5	24-Jan	Huron Rd	Tanker Assist
6	24-Jan	Oxford Waterloo Rd	MVC Assist
7	27-Jan	Hwy 401 Km 251	MVC Assist

Princeton

1	03-Jan	Cowan St W	Medical Call
2	14-Jan	John St W	Structure Fire
3	19-Jan	Twp Rd 2	Smell of smoke
4	19-Jan	Applewood St	Structure Fire
5	20-Jan	Twp Rd 4	Structure Fire
6	22-Jan	Main St N	Medical Call
7	24-Jan	Twp Rd 8	MVC Assist - Snowmobile

EZT 3 calls**Wilmot** 0 calls**Ayr** 0 calls

BB Fire Calls as of January

	<u>2021</u>		<u>2022</u>	
	<u>Medical</u>	<u>Total Calls</u>	<u>Medical</u>	<u>Total Calls</u>
Bright	1	2	0	3
Drumbo	0	6	1	11
Plattsville	1	7	0	7
Princeton	1	3	2	7
EZT	0	0	0	3
North Dumfries	0	0	0	0
Wilmot	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	3	18	3	31

By-Law Enforcement – January 2022

In Progress

- 22 -01 Cat complaint

CEMC – January 2022

- COVID -19
 - Bi weekly conference calls with Southwestern Public Health
 - Updating, sharing and posting information on social media

Respectfully submitted by:

Rick Richardson

Rick Richardson
 Director of Protective Services



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Jim Harmer Drainage Superintendent
Reviewed By:	Rodger Mordue	Date:	January 20, 2022
Subject:	Section 78 Appointment of Engineer	Council Meeting Date:	February 16, 2022
Report #:	DS-22-03		

Recommendation:

That Report DS-22-03 be received as Information; and,

Whereas the Upper Thames River Conservation Authority have not registered any concerns for the appointment of an Engineer under Section 78 of the Drainage Act for the Hughes 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 Section 78 of the Drainage Act

Background:

The original drain was constructed in 1976 and there was an emergency repair in 1978 as requested by MTO

After a request for maintenance in fall of 2020 of the Hughes Drain by Forest Estates (394075 Ontario Ltd). The township did maintenance the open ditch by removing the dead tree and brush in the open ditch. Forest Estates was also concerned that the tile upstream of the open ditch was damaged or not functioning properly. There was major ponding of water in the area where Forest Estate tile outlets was connected to the Hughes Drain. This was affecting the drain outlets on their property. Upon investigation of the existing tile, it was found that the tile installed in 1978 has major settlement and is going require major repair. The existing assessment schedule does not allow for proper assessing of this work to be charged to the 401. So, I believe that the Township should appoint an Engineer under Section 78 of the Drainage Act to determine what is the best repair required and a proper assessment schedule for this repair and maintenance.

The UTRCA have been notified of council intention to proceed with the appointment of an Engineer under Section 78 of the Drainage Act for the Hughes Drain, that was accepted at the January 12 2022 council meeting.

Analysis/Discussion:

Therefore, in accordance with Section 78 of the Drainage Act Council may appoint an Engineer to prepare a report in accordance with Section 78 and Section 8 of the Act

Financial Considerations:

The cost of all municipal drain are assessed to effected landowner in the area of the drainage works.

This drain may affect the Township Road department

Attachments:

Map of area that requires drainage improvements

Respectfully submitted by:

Jim Harmer

Jim Harmer Drainage Superintendent



Hughes Drain
Section 78.pdf



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Jim Borton Director of Public Works
Reviewed By:	Rodger Mordue	Date:	February 10, 2022
Subject:	Township Rd 12 (Oxford Rd 22 – Oxford Rd 8)	Council Meeting Date:	February 16, 2022
Report #:	PW-22-02		

Recommendation:

That Report PW-22-04 be received for information;

And further that the Township change the posted allowable speed limit along Township Road 12 between Oxford Road 22 & Oxford Road 8 to 60 km.

Background:

Township staff was contacted by residence that live along Township Road 12 between Oxford Road 22 & Oxford Road 8 with concerns about speeding and that more trucks are using the road to access the gravel pit. They requested that this section of road have the speed limit reduced to 60 km and that the road be made a No truck route. This would leave the gravel pit the ability to only access the pit from Oxford Road 22.

Analysis/Discussion:

In order to get accurate information staff did 2 studies. The first study we deployed our speed signs for a 10-day period. These signs will track the number of vehicles, the speed these vehicles are driving and will also break it down by the time of day. The results of the study showed that there was an average of 48 vehicles per day, the average speed was 54 km with the highest vehicle at 92 km. The time of day when the most speeding occurred was 6 am – 8 am & 4 pm – 7 pm. The police use what is called the 85 percentile to determine if speed enforcement is warranted. They take the 85% of vehicles and divide that by the total violations. On Township Road 12 it worked out to 14% or approximately 2.9 vehicles per day were speeding. This is very low and would not warrant any police action. In order to get a good comparison and to take the bias out that people see the speed signs flashing their speed and automatically slow down, staff deployed our speed spy devices. These are small black boxes that can be mounted on a sign and record the same information without flashing the speed being traveled. We left these out for a 10-day period as well. The results from this study determined an average of 88 vehicles a day, the average speed was 53 km with the highest

violation being 118 km. The 85 percentile was still 14% with the average of 6 vehicles a day speeding. Again, with these results, they are considered low and would not require any speed enforcement measures by the OPP.

Staff also takes into account when making these recommendations, who is using this road section, what type of vehicles are using the road and we also look at the human element which is the people that live on the road. Township Road 12 is a gravel road, there are working farms and fields along this road, meaning that slow moving vehicles use this road. As it is inhabited, residence walk along the road, ride their bikes and families should be able to be out in their yards without any worries or safety concerns. Staff has heard from many residences along the road that they are concerned because it is not a flat road it has many little hills and valleys and are concerned of not being seen or meeting other vehicles coming up a blind rise, they also have concerns that the added truck traffic will create more dust. Some of the houses are close to the road and have complained about the ground shaking.

Staff also has to look at the gravel pit and ensure that they have the resources they require to be successful. The Bright pit has been closed or had limited activity for the last few years. It has since been sold and the new owners have plans to get it running again. This will naturally have an affect on Township Road 12. Staff has met with the owners of the pit and discussed the situation of using Township Road 12. They understand the concerns of the neighbors and want to be good neighbors, they have offered material to improve the road. They will try and us Oxford Road 22 as much as possible, however using Township Road 12 at times will be needed when it makes the best business sense.

After speaking with many parties involved and reviewing the data collected staff makes the following recommendations. The speed limit along Township Road 12 between Oxford Road 22 & Oxford Road 8 be reduced to a maximum of 60 km. This will slow traffic down, which should lesson the vibration of passing vehicles, help reduce the dust created. The Township will also monitor the dust closely and reapply dust suppressant if it is deemed necessary. The slower speed should also make pedestrians, cyclists and others near the road feel safer. Staff does not recommend moving forward with the request to make Township Road 12 a No truck route. The Township maintains all of our roadways for all to use. I believe with the lower speed limit, the road improvements, improved dust control and the gravel trucks only using when necessary is the right course of action at this time.

Financial Considerations:

Currently in Operating Budget (No impact)

Sign replacement \$200.00

Dust Suppressant \$3500.00

Attachments: Results of speed studies

Respectfully submitted by:



Jim Borton, C.R.S.I

Director of Public Works

Statistics Summary Report

Technician Name: administrator

Township Rd 12 C

Report Period:

Location:

Address: Bright, Ontario, canada
 Speed Limit: 80

Total Vehicle 885

Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	3	0	0	0 %	56	77	68	16
01-02	1	0	0	0 %	52	52	52	11
02-03	0	0	0	0 %	0	0	0	0
03-04	0	0	0	0 %	0	0	0	0
04-05	0	0	0	0 %	0	0	0	0
05-06	17	2	0	0 %	23	55	33	10
06-07	37	5	3	8 %	10	89	51	16
07-08	25	4	2	8 %	10	91	53	14
08-09	59	8	4	7 %	8	87	54	14
09-10	61	9	5	8 %	10	91	54	15
10-11	81	12	1	1 %	8	83	43	13
11-12	61	9	3	5 %	8	90	49	15
12-13	57	8	3	5 %	6	98	49	13
13-14	85	12	5	6 %	5	118	50	14
14-15	42	6	2	5 %	5	91	56	15
15-16	72	10	8	11 %	11	95	63	16
16-17	66	9	4	6 %	18	93	57	15
17-18	63	9	8	13 %	9	90	56	16
18-19	40	6	4	10 %	5	88	58	15
19-20	38	5	2	5 %	17	109	55	15
20-21	35	5	4	11 %	5	87	63	16
21-22	24	3	3	13 %	14	99	58	15
22-23	10	1	0	0 %	9	68	49	13
23-24	8	1	1	13 %	21	95	47	14
885	124	62	6 %	13	77	53	14	

Count by Speed Bins

Speed	Count
0...5	6
5...10	29
10...15	99
15...20	56
20...25	19
25...30	20
30...35	20
35...40	47
40...45	57
45...50	68
50...55	55
55...60	82
60...65	86
65...70	55
70...75	70
75...80	54
80...85	27
85...90	23
90...95	8
95...100	2
100...105	0
105...110	1
110...115	0
115...120	1
Total:	885

Statistics Summary Report

Technician Name: administrator

Township Road 12

Report Period:

Location:

Address: Township Road 12, Bright, ON, Canada

Total Vehicle 472

Speed Limit: 80

Hour	Total Vehicles	Average Vehicles	Total Violations	% Violations	Min. Speed	Max. Speed	Avg. Speed	85% Speed
00-01	3	0	0	0 %	51	68	61	14
01-02	0	0	0	0 %	0	0	0	0
02-03	0	0	0	0 %	0	0	0	0
03-04	0	0	0	0 %	0	0	0	0
04-05	1	0	0	0 %	75	75	75	15
05-06	3	0	0	0 %	32	42	37	9
06-07	12	2	1	8 %	24	88	49	14
07-08	11	2	2	18 %	39	88	70	16
08-09	20	3	0	0 %	34	75	54	14
09-10	40	6	2	5 %	30	84	58	15
10-11	47	7	0	0 %	29	80	51	14
11-12	41	6	1	2 %	13	86	53	14
12-13	32	5	1	3 %	15	82	49	13
13-14	38	5	1	3 %	28	81	52	13
14-15	41	6	1	2 %	25	81	51	14
15-16	47	7	0	0 %	24	77	53	14
16-17	33	5	2	6 %	6	92	52	14
17-18	42	6	1	2 %	12	86	51	15
18-19	18	3	1	6 %	16	84	44	13
19-20	20	3	1	5 %	27	85	59	15
20-21	9	1	0	0 %	12	78	50	14
21-22	8	1	0	0 %	34	60	49	11
22-23	5	1	0	0 %	45	63	56	11
23-24	1	0	0	0 %	69	69	69	14
	472	69	14	3 %	27	68	54	14

Count by Speed Bins

Speed	Count
0...5	0
5...10	2
10...15	5
15...20	5
20...25	6
25...30	30
30...35	35
35...40	35
40...45	33
45...50	40
50...55	56
55...60	61
60...65	57
65...70	47
70...75	31
75...80	15
80...85	7
85...90	6
90...95	1
Total:	472



TOWNSHIP OF BLANDFORD-BLENHEIM

To:	Members of Council	From:	Sarah Matheson, Deputy Clerk
Reviewed By:	Rodger Mordue, CAO/Clerk	Date:	February 3 rd , 2022
Subject:	Offsite Weekend & Evening Civil Marriage Services	Council Meeting Date:	February 16 th , 2022
Report #:	DC-22-01		

Recommendation:

That Report DC-22-01 be received as information; and,

That Council re-add a fee for Civil Marriage Services offsite during evening and weekends as well as a fee for rehearsal attendance to the 2022 Fees & Charges.

Purpose:

To provide civil marriage services post-pandemic.

Background:

At the August 5th, 2015 Meeting of Council, the Council at the time passed a by-law to authorize the Clerk and his/her delegate to solemnize marriages.

For 5 years we offered Civil Marriage Services both off and on site, during office hours or after-hours during weekends at staff's discretion based on their availability.

In 2020 staff decided to no longer offer civil marriage services off site on weekends due to the pandemic and staff availability.

In 2015, staff conducted 1 marriage, offsite on a weekend.

In 2016, staff conducted 7 marriages, 2 on site during office hours and 5 offsite on weekends.

In 2017, staff conducted 9 marriages, all offsite on weekends.

In 2018, staff conducted 7 marriages, 1 on site during office hours and 6 offsite on weekends.

In 2019, staff conducted 1 marriage, offsite on a weekend (Maternity leave began mid-March).

In 2020, staff conducted 8 marriages, all on site during office hours.

In 2021, staff conducted 4 marriages, all on site during office hours.

In total, 37 marriages have been conducted through Blandford-Blenheim since fall 2015.

Analysis/Discussion:

Staff are proposing to offer off-site civil marriage services again, now that the pandemic is something we are going to be living with, and the majority of individuals are vaccinated.

Staff are proposing to offer a off-site civil services during weekends providing these services to an industry that will likely be in high demand in 2022 and beyond due to back log from the pandemic. Staff will book services at their discretion, based on availability and still respecting a healthy work-like balance.

Staff are suggesting the previous fee of \$350.00 plus HST be applied, with a new fee for rehearsals, being \$50.00 plus HST.

Staff are proposing to be remunerated \$250.00 per service plus the full rehearsal fee. It would be paid out via regular payroll. The Township would retain \$100.00 per service off site. The fee for onsite office hours services is \$250.00 plus HST, of which the Township retains all.

Financial Implications:

8 x \$100 = \$800 revenue from offsite weekend weddings, if the maximum number of services are booked in a year.

Revenue varies for on-site services from year to year.

Attachments:

None.

Respectfully submitted by:

Sarah Matheson, Deputy Clerk



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Denise Krug, Director of Finance
Reviewed By:	Rodger Mordue	Date:	February 10, 2022
Subject:	2022 Council Grant & Subsidy Requests	Council Meeting Date:	February 16, 2022
Report #:	TR-22-02		

Recommendation:

That Report TR-22-02 be received as information; and,

That Council direct staff to allocate Grant & Subsidy Funds.

Background:

The Council Grants & Subsidy Program Policy was approved August 5, 2015 and sets out the requirements for qualification. The scope states that “Only groups and/or organizations based and operating in the Township of Blandford-Blenheim are to be considered for any financial assistance.”

The chart below is a summary of all qualifying organizations that have submitted a 2022 Council Grant & Subsidy Application. The total of all 2022 qualifying grant & subsidy requests is \$5,000.

On February 10, 2016, the following resolution was passed by Council:

“That Council establish a budget cap of up to \$10,000 as the total annual maximum amount available through the Municipal Grants and Subsidy Program; and,

That the annual allocation to each organization receiving funding through the Municipal Grants and Subsidy Program be limited to a maximum of up to \$1,000 per organization.”

The Applications were provided to Council separately to respect the organizations’ privacy.

Staff are seeking direction in how to proceed with the 2022 Council Grant & Subsidy Requests.

Analysis/Discussion:

Organization Name	Purpose of 2021 Funding Request	Value of 2021 Request
Drumbo Agricultural Society	Assistance with Entertainment at Drumbo Fair	\$1,000
Drumbo & District Heritage Society	Eavestrough installation of train station	\$1,000
Plattsville & District Heritage Society	Memorial Gates at Plattsville Park	\$1,000
Plattsville & District Lions	Use of hall at Plattsville Arena	\$1,000
Princeton & District Museum/Library Association	Fundraising for new furnaces & AC units	\$1,000

Total 2022 Qualifying Grants Requested

\$5,000.00

Attachments:

None.

Respectfully submitted by:

Denise Krug
Director of Finance/Treasurer



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To: Members of Council
Reviewed By: Rodger Mordue, CAO/Clerk
Subject: Indexing of Development Charges
Report #: TR-22-03

From: Denise Krug,
Treasurer/Director of Finance
Date: February 10, 2022
Council Meeting Date: February 16, 2022

Recommendation:

That Report TR-22-03 be received as information.

Background:

The Township passed Development Charges By-law 2148-2019 on August 7, 2019. Section 13 of the By-law establishes the authority to adjust the development charges set out in Schedule B of the by-law annually on April 1, each year, without amendment to the by-law, in accordance with the most recent twelve month change in the Statistics Canada Quarterly, "Construction Price Statistics".

Analysis/Discussion:

The Township has the ability to alter the development charges to accommodate for inflation. This ability is contained in Section 13 of the current By-law. The following table illustrates the Development Charges Currently in place compared to the Charges that will come into effect when the charges are indexed in accordance with the Construction Price Index:

Residential Unit Type	Current Charge	15.3% adjustment	Charge as of April 1, 2022
Singles & Semis	10,160.00	1,554.48	11,714.48
Rows & other multiples	6,384.00	976.75	7,360.75
Apartment - 2 bedroom units	5,417.00	828.80	6,245.80
Apartment – 1 bedroom units	3,664.00	560.59	4,224.59

Financial Considerations:

The Township's Development Charges by-law allows for the fees charged to be adjusted annually based on the most recent twelve month change in the Statistics Canada Quarterly "Construction Price Index". The 2021 fourth quarter data places the year-over-year change at 15.3%.

Attachments:

N/A

Respectfully submitted by:

Denise Krug
Treasurer/Director of Finance

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER **2288-2022**

Being a by-law to adopt the estimates of all sums
required for 2022 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 2021;

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 2022 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 2022, also called the 2022 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 16th day of February 2022.

By-Law **READ** a **THIRD** time and **ENACTED** in Open Council this 16th day of February, 2022.

Mark Peterson, Mayor

Rodger Mordue, CAO/Clerk

Schedule "A"

By-law Number 2288-2022

Local Estimates for Tax Purposes

Purpose	Amount
General Government	(556,195)
Protective Services	988,293
External Agencies / Boards	949,086
Building / Drainage Services	111,659
Public Works	3,747,132
Community Services	900,628
Total	6,140,603

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER 2289-2022

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 16, 2022 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 CAO / 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 16th day of February, 2022.

By-law read a third time and finally passed this 16th day of February, 2022.

MAYOR
MARK PETERSON

CAO / CLERK
RODGER MORDUE