

TOWNSHIP OF BLANDFORD-BLENHEIM
COUNCIL MEETING AGENDA - AMENDED

Wednesday, July 5th, 2023

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 July 5th, 2023 Regular Meeting of Council be adopted as printed, and circulated.

4. Disclosure of Pecuniary Interest

5. Minutes

a. June 21st, 2023 Minutes of Council

Recommendation:

That the minutes of the June 21st, 2023 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

i. Application for Zone Change – ZN-23-09 (Alealea Farms Ltd. & Carol Brittain)

Recommendation:

That the Council of the Township of Blandford-Blenheim approve-in-principle the Zone Change Application submitted by Alealea Farms Ltd. and Carol Brittain whereby the lands described as Part Lot 10, Concession 2 (Blenheim), Township of Blandford-Blenheim are to be rezoned from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-sp)'.

[Township of Blandford-Blenheim Website](#)

8. Delegations / Presentations

None.

9. Correspondence

a. Specific

i. Liz MacAlpine, Resident, Re: Walking Trail in Princeton

Recommendation:

That the correspondence from Liz MacAlpine be received; and,

That staff be instructed to investigate the feasibility of including a walking trail around the stormwater pond currently under construction in Princeton.

ii. Alex Chesney, President, Thames River Melons, Re: Harvest Dinner

Recommendation:

Be it hereby resolved that whereas Regulation 389/91 of the Liquor License Act was amended in 2011; and,

Whereas Regulations require that an applicant for a Special Occasion Permit for a Public Event request the municipality to designate the event as an event of municipal significance;

Be it hereby resolved that the Thames River Melon's August 9, 2023 Harvest Dinner at the 775530 Blandford Road in Innerkip be declared an event of municipal significance.

b. General

i. Scott Alexander, By-law Compliance Officer, Backflow Prevention and Source Water Protection, Oxford County, Re: Backflow Prevention Program By-law Update

Recommendation:

That the general correspondence be received as information.

10. Staff Reports

a. Drew Davidson – Director of Protective Services

i. FC-23-11 – Burn By-law

Recommendation:

That Report FC-23-11 be received as information;

And further that Council adopt Burn By-law 2378-2023.

[Township of Blandford-Blenheim Website](#)

b. Dustin Robson – Planner

[i. CP2023-193 – Request for Extension of Draft Approved Plan of Subdivision SB10-06-1 – Westside Communities \(Plattsville\) Inc.](#)

Recommendation:

That Council of the Township of Blandford-Blenheim advise Oxford County that the Township supports a two (2) year extension of draft approval for the plan of subdivision submitted by West Side Communities (Plattsville) Inc. (SB10-06-1), for lands described as Part Lots 16 & 17, Concession 12 (Blenheim) and Parts 1 & 2, Plan 41R-8446, Township of Blandford-Blenheim, to August 31, 2025 to provide additional time to process submitted applications for draft plan of subdivision, official plan amendment, and zone change.

c. Jim Borton – Director of Public Works

[i. PW-23-14 – Monthly Report](#)

Recommendation:

That Report PW-23-14 be received as information.

d. Jim Harmer – Drainage Superintendent

[i. DS-23-09 – Monthly Report](#)

Recommendation:

That Report DS-23-09 be received as information.

e. Trevor Baer – Manager of Community Services

[i. CS-23-10 – Monthly Report](#)

Recommendation:

That Report CS-23-10 be received as information.

f. Denise Krug – Director of Finance/Treasurer

[i. TR-23-11 – Funding of the 2022 Deficit](#)

Recommendation:

That Report TR-23-11 be received as information;

And further that the 2022 general deficit of \$31,185.60 be funded from the Tax Rate Stabilization Reserve and the building department deficit of \$39,619 be funded from the Building Reserve.

g. Rodger Mordue – CAO/Clerk

i. CAO-23-14 – Unopened Road Allowance in Lot 13 Concession 6

Recommendation:

That Report CAO-23-14 be received as information; and,

That Council direct staff to prepare a by-law to close up the original road allowances in Lot 13, Concession 6.

11. Reports from Council Members

12. Unfinished Business

13. Motions and Notices of Motion

14. New Business

15. Closed Session

16. By-laws

a. 2377-2023, Being a By-law to stop up and close the unopened road allowances of Catherine Street, South Street and Part of Henry Street within Lot 13 Concession 6, formerly in the Township of Blenheim, now in the Township of Blandford-Blenheim, County of Oxford. More particularly described as Parts 5, 6, 8 and 11, Plan 41R-10506;

b. 2378-2023, Being a By-law to provide for regulation and control for the setting of and prevention of fires;

c. 2379-2023, Being a By-law to amend Zoning By-Law Number 1360-2002, as amended; and,

d. 2380-2023, Being a By-law to confirm the proceedings of Council.

Recommendation:

That the following By-laws be now read a first and second time: 2377-2023, 2378-2023, 2379-2023 & 2380-2023.

Recommendation:

That the following By-laws be now given a third and final reading: 2377-2023, 2378-2023, 2379-2023 & 2380-2023.

17. Other

18. Adjournment and Next Meeting

Wednesday, August 2nd, 2023 at 4:00 p.m.

Recommendation:

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

That Council adjourn to meet again on Wednesday, August 2nd, 2023 at 4:00 p.m.

MINUTES

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

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

Staff: Belanger, Borton, Davidson, Harmer, Krug, Mordue and Matheson.

Other: Robson, Planner.

Regrets: Mayor Peterson.

Deputy Mayor Banbury 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 June 21st, 2023 Regular Meeting of Council be adopted as printed and circulated.

.Carried

4. Disclosure of Pecuniary Interest

None.

5. Adoption of Minutes

- a. June 7, 2023 Minutes of Council
- b. June 12, 2023 Minutes of Council

RESOLUTION #2

Moved by – Councillor Barnes
Seconded by – Councillor Demarest

Be it hereby resolved that the Minutes of the June 7th, 2023 Meeting of Council be adopted, as printed and circulated.

.Carried

RESOLUTION #3

Moved by – Councillor Barnes
Seconded by – Councillor Demarest

Be it hereby resolved that the Minutes of the June 12th, 2023 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

- i. Application for Zone Change – ZN-23-08 (Butcher)**
- ii. Application for Zone Change – ZN-23-05 (Township of Blandford-Blenheim - ARUs)**

RESOLUTION #4

Moved by – Councillor Barnes
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:

ZN1-23-08 – Butcher &

ZN1-23-05 – Township of Blandford-Blenheim;

And that Deputy Mayor Banbury Chair the Public Meeting.

.Carried

The Planner presented the first report (ZN1-23-08), recommending approval. The applicants were in attendance. Council did not ask questions or make comment. No one in attendance spoke for or against the application. Council did not receive any comments from the public respecting this application.

The Planner presented the second report (ZN1-23-05), recommending approval. Council did not ask questions or make comment. Resident, Bev Beaton spoke regarding a provision of the by-law, specifically he took issue with the minimum lot size of 1.48 acres required for an ARU. Planning staff responded that the

provision is also in the Official Plan. Council did not receive any further comments from the public respecting this application.

RESOLUTION #5

Moved by – Councillor Barnes
Seconded by – Councillor Demarest

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

.Carried

RESOLUTION #6

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

Be it hereby resolved that the Council of the Township of Blandford-Blenheim approve the Zone Change Application submitted by Tara and Jeff Butcher, whereby zoning affecting the lands described as Part Lot 14-15, Concession 2 (Blenheim), Township of Blandford-Blenheim, will be amended to permit an existing single detached dwelling, approximately 84.7 m² (912 ft²) in size, to remain on the lands permanently while being recognized as an additional residential unit.

.Carried

RESOLUTION #7

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

Be it hereby resolved that the Council of the Township of Blandford-Blenheim approve-in-principle the proposed Zoning By-Law amendment (File No. ZN1-23-05) to introduce amendments to Township Zoning By-Law No. 1360-2002 and that the By-law be brought back to a subsequent Council meeting.

And further, that Council direct Township staff to work with County staff to implement a process to confirm servicing capacity, which is acceptable to both the County and Township, prior to approval of any Building Permit to establish an Additional Residential Unit.

And further, that Council direct Township staff to review and report back to Council regarding implementation of a licensing/registration system or other process to confirm compliance with all municipal requirements.

And further, that Planning staff be requested to report back to Council once the amended By-law provisions have been in effect for at least six months to identify

any implementation or interpretation issues and the number and nature of Minor Variance applications submitted to facilitate Additional Residential Units.

.Carried

8. Delegations / Presentations

None.

9. Correspondence

a. Specific

None.

b. General

- i. April Nix, Development Planner – Policy Focus & Paul Michiels, Manager of Planning Policy, Oxford County, Re: Review of A Place to Grow and Provincial Policy Statement - Supplementary Report

RESOLUTION #8

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

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

.Carried

10. Staff Reports

a. Drew Davidson – Director of Protective Services

- i. FC-23-09 - Capital Purchase – Fire Apparatus

RESOLUTION #9

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

That Report FC-23-06 be received as information;

And further that Council approve staff to begin procurement process for the acquisition of 2 fire apparatus from the 2024 Capital Budget, with expected delivery in 2025.

.Carried

- ii. FC-23-10 – Monthly Report

RESOLUTION #10

Moved by – Councillor Banbury
Seconded by – Councillor Young

That Report FC-23-10 be received as information.

.Carried

b. Jim Borton – Director of Public Works

i. PW-23-12 – Tandem Truck with Plow Equipment

RESOLUTION #11

Moved by – Councillor Demarest
Seconded by – Councillor Barnes

Be it hereby resolved that Report PW-23-12 be received as information;

And further that staff proceed with securing a placement on the wait list to ensure the building and delivery of a 2025 Tandem Truck with plow equipment.

And further that staff be allowed to proceed to obtain the 2025 Tandem Truck with plow equipment through AMO's, Canoe Procurement group of Canada.

.Carried

ii. PW-23-13 – Roadside Multi-Purpose Power Unit

RESOLUTION #12

Moved by – Councillor Young
Seconded by – Councillor Barnes

Be it hereby resolved that Report PW-23-13 be received as information;

And further that staff proceed with the purchase of the 2022 Energreen Kommunal from Colvoy Enterprises for \$415,129.32 plus HST

.Carried

c. Rodger Mordue – Chief Administrative Officer / Clerk

i. CAO-23-13 – ATV & ORV By-law

RESOLUTION #13

Moved by – Councillor Young
Seconded by – Councillor Barnes

Be it hereby resolved that Report CAO-23-13 be received as information;
and,

That Council direct staff to prepare a by-law to repeal by-law 2278-2021.

.Carried

11. Reports from Council Members

Councillor Young reported the Plattsville Community Day Event was a beautiful day, great turn out and lots of things to do around town. Deputy Mayor Banbury gave his condolence to the Baer family for their loss of Elmer Baer, who was an Arena Manager with the Township for several years.

12. Unfinished Business

None.

13. Motions and Notices of Motion

None.

14. New Business

None.

15. Closed Session

None.

16. By-laws

- a. 2373-2023, Being a By-law to repeal the By-Law to regulate the operation of All-Terrain Vehicles (ATV's) and Off-road Vehicles (ORV's) within the Township of Blandford-Blenheim (Number 2278-2021);
- b. 2374-2023, Being a By-law to amend zoning by-law 1360-2002, as amended (ZN1-23-08 Butcher);
- c. 2375-2023, Being a By-law to appoint Michelle Van Wyk as a Deputy Director of Protective Services for the Township of Blandford-Blenheim; and,
- d. 2376-2023, Being a By-law to confirm the proceedings of Council.

RESOLUTION #14

Moved by – Councillor Young
Seconded by – Councillor Barnes

Be it hereby resolved that the following By-laws be now read a first and second time: 2373-2023, 2374-2023, 2375-2023 & 2376-2023.

.Carried

RESOLUTION #15

Moved by – Councillor Young
Seconded by – Councillor Barnes

Be it hereby resolved that the following By-laws be now read a third and final time: 2373-2023, 2374-2023, 2375-2023 & 2376-2023.

.Carried

17. Other Business

None.

18. Adjournment and Next Meeting

RESOLUTION #16

Moved by – Councillor Young
Seconded by – Councillor Barnes

Whereas business before Council has been completed at 5:17 p.m.;

Be it hereby resolved that Council does now adjourn to meet again on Wednesday, June 7th, 2023 at 4:00 p.m.

.Carried

Mark Peterson, Mayor
Township of Blandford-Blenheim

Rodger Mordue, CAO/Clerk
Township of Blandford-Blenheim

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

From: Dustin Robson, Development Planner, Community Planning

Application for Zone Change ZN1-23-09 – Alalea Farms Ltd. & Carol Brittain

REPORT HIGHLIGHTS

- The Zone Change Application proposes to rezone the retained lot resulting from Consent Application B23-04-1 from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-sp)'
- The related consent application was approved by the Oxford County Land Division Committee on May 4, 2023. The Zone Change Application is required to fulfill a condition of the consent.
- A special provision is proposed for the zoning of the lot to be retained to permit an increased maximum lot coverage for a building accessory to a residential use to 220.7 m² (2,376 ft²).
- Planning staff are recommending that the application be approved as it is consistent with the Provincial Policy Statement and maintains the intent and purpose of the Official Plan with respect to farm consolidations and non-farm rural residential development in prime agricultural areas.

DISCUSSION

Background

OWNERS/APPLICANTS: Alalea Farms Ltd. & Carol Brittain
707265 Township Road 2, Princeton, ON N0J 1 V0

LOCATION:

The subject lands are described as Part Lot 10, Concession 2, in the former Township of Blenheim, now in the Township of Blandford-Blenheim. The lands are located on the north side of Township Road 2, lying between Oxford Road 3 and Blenheim Road, and are municipally addressed as 707211 Township Road 2.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "B-1"	Township of Blandford-Blenheim Land Use Plan	'Agricultural Reserve'
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TOWNSHIP OF BLANDFORD-BLENHEIM 1360-2002:

Lot to be Retained Existing Zoning: General Agricultural Zone (A2)

Lot to be Retained Proposed Zoning: Special Rural Residential Zone (RR-sp)

PROPOSAL:

The Zone Change Application proposes to rezone the retained lot resulting from Consent Application B23-04-1 from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-sp).' The related consent application was approved by the Oxford County Land Division Committee on May 4, 2023. The subject Zone Change Application is a requirement to fulfill a condition of the consent.

A special provision is being proposed for the subject lands to permit an existing accessory building to remain on-site. The special provision would increase the minimum lot coverage for a building accessory to a residential use from 160 m² (1,722.2 ft²) to 220.7 m² (2,376 ft²).

Plate 1, Location Map and Existing Zoning, indicates the location of the severed and retained lands as well as the existing zoning in the immediate vicinity.

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

Plate 3, Applicant's Sketch, provides the configuration and dimensions of the proposed severed lot, enlarged lot, and retained lot (re: Consent Application B23-04-1).

Plate 4, Applicant's Sketch (Zoomed In), provides the configuration and dimensions of the subject lands in greater detail.

Application Review

2020 Provincial Policy Statement

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

Furthermore, Section 2.3.4 (Lot Creation and Lot Adjustments) discourages the creation of new lots in prime agricultural areas and provides only four instances where such lot creation may be permitted, as summarized below:

- For agricultural uses, provided the lots are of a sufficient size for the type of production common in the area and are sufficiently large enough to maintain flexibility in adapting the operation in the future;
- For agricultural-related uses;
 - For a surplus farm residence resulting from a farm consolidation; and,
 - For infrastructure facilities and corridors in lieu of an easement or right-of-way.

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

Official Plan

The subject lands are located within the 'Agricultural Reserve' designation according to the Township of Blandford-Blenheim Land Use Plan, as contained in the Official Plan.

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

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

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

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

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

According to the policies of the Official Plan, proposals for non-farm residential development which accumulate less than +12 points may be considered for approval, provided that the proposal conforms to the general policies for such consent applications.

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

In this case, the proposal to retain approximately 0.7 ha (1.9 ac) for non-farm rural residential purposes would accumulate +8 points, as follows:

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

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

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

Zoning By-law

The subject property is currently zoned ‘General Agricultural Zone (A2)’ in the Township of Blandford-Blenheim Zoning By-Law. The ‘A2’ zone permits a variety of agriculture-related uses, including a farm, a regulated farm, and a single-detached dwelling if accessory to a farm or a regulated farm. The ‘A2’ zone requires a minimum lot area of 30 ha (74.1 ac) and a minimum lot frontage of 100 m (328.1 ft). Once merged, the newly enlarged agricultural parcel will be approximately 117.8 ha (291 ac), with approximately 985 m (3,231.6 ft) of frontage on Township Road 2 and will continue to meet the provisions of the ‘A2’ zone with respect to lot area, frontage, and depth.

The lot to be retained is proposed to be used for non-farm rural residential purposes and is required to be rezoned to recognize the ‘new’ use of the lands in this regard. The ‘Rural Residential Zone (RR)’ requires a minimum lot area of 2,800 m² (30,139 ft²), a minimum lot frontage of 35 m (114.8 ft), and a minimum lot depth of 80 m (262.5 ft). The lot to be retained is proposed to have an area of 0.7 ha (1.9 ac), frontage of approximately 70 m (229.6 ft) on Township Road 2, and a depth of 115 m (377 ft).

Section 5.5 outlines the provisions for accessory buildings in the Township. For lots zoned RR, accessory buildings are permitted to have a maximum lot coverage of 160 m² (1,722.2 ft²) or 10% of the lot, which ever is lesser, a maximum height of 5.5 m (18 ft), and minimum setback of 1.2 m (3.9 ft) from the rear yard and interior side yard lot lines. The storage shed proposed to remain on the subject lands is approximately 220.7 m² (2,376 ft²) and a special provision in the zoning will be required to permit the shed to remain.

Agency Comments

Canada Post has indicated that mail delivery for this development will be via an owner installed/maintained rural mailbox.

The Township's Drainage Superintendent, the Township's Director of Public Works, and the Grand River Conservation Authority (GRCA) have indicated no concerns with the proposal.

Public Consultation

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

Planning Analysis

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

It is proposed that approximately 36.8 ha (91 ac) of agricultural land will be severed and added to the existing farm parcel to the immediate east, which is approximately 81 ha (200 ac) in area, for a total farm parcel size of approximately 117.8 ha (291 ac). The resulting agricultural lot size and configuration is consistent with PPS direction of maintaining farm parcels of adequate size to adapt to changing agricultural conditions.

The retained parcel will be approximately 0.7 ha (1.9 ac) in area and will be used for non-farm rural residential purposes. As previously outlined, a lot for a surplus residence is permitted as part of a farm consolidation subject to the area of the new lot being limited to a minimum size needed to accommodate the use and appropriate sewage and water services. Given the lot size, staff are generally satisfied that the proposal is consistent with the policies of the PPS regarding non-farm rural residential uses and lot creation in prime agricultural areas.

The proposal also appears to maintain the general intent of the Official Plan. The newly enlarged parcel will continue to be used for agricultural purposes, will not result in further fragmentation of agricultural land, and the increase in parcel size will aid in flexibility for future changes in the type of farm operation beyond its current capabilities. Furthermore, the applicant's proposal to maintain the dwelling on the subject lands as a surplus dwelling accumulates +8 points according to the Official Plan Point System, resulting in compliance with the non-farm rural residential policies of the Plan. Once merged, the lots to be severed and enlarged will maintain the minimum lot area, frontage, and depth requirements of the 'A2' zone.

The lot to be retained requires an amendment to the Township Zoning By-law to rezone the retained lands resulting from the above-noted consent from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-sp)' to recognize the use of the lands for non-farm rural residential purposes. A special provision is required to recognize the existing oversized shed that is proposed to remain on the lot to be retained. The existing shed is approximately 220.7 m² (2,376 ft²) while the permitted maximum gross floor area for such structures in the 'RR' Zone is 160 m² (1,722.2 ft²), meaning that the shed is 60.7 m² (653.8 ft²) larger than permitted. As the shed already exists and does not have an imposing or detrimental impact on abutting properties, staff are of the opinion that allowing the shed to remain is supportable in this instance.

In light of the foregoing, it is the opinion of this Office that the application is consistent with the policies of the PPS and maintains the general intent and purpose of the Official Plan. As such, Planning staff are satisfied that the application can be given favourable consideration. The proposed amending Zoning By-Law will be brought forward for Council's consideration once the associated reference plan has been received to generate the appropriate by-law schedules.

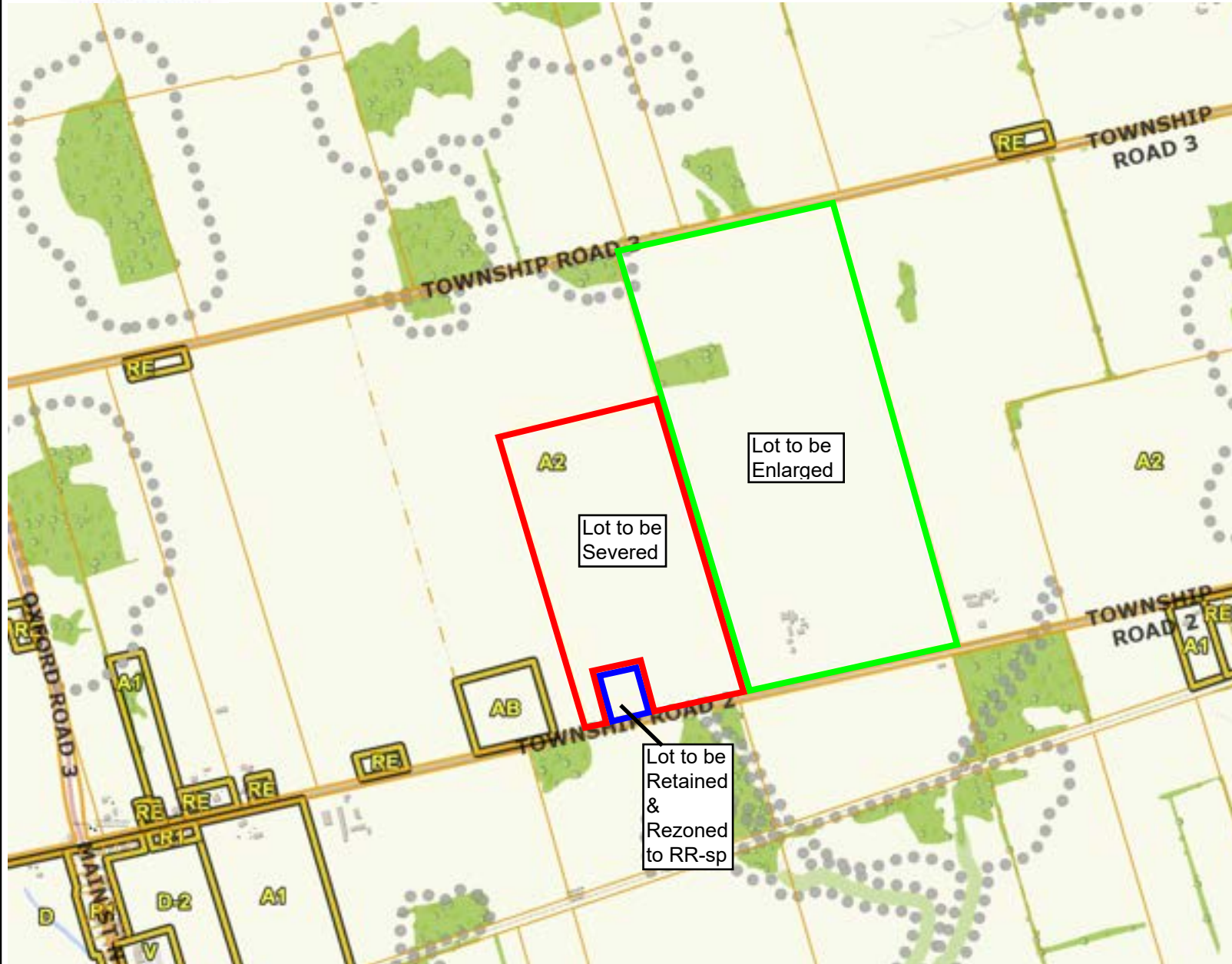
RECOMMENDATIONS

It is recommended that the Council of the Township of Blandford-Blenheim approve-in-principle the Zone Change Application submitted by Alalea Farms Ltd. and Carol Brittain whereby the lands described as Part Lot 10, Concession 2 (Blenheim), Township of Blandford-Blenheim are to be rezoned from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-sp)';

SIGNATURES

Authored by: *"Original Signed By"* Dustin Robson, MCIP, RPP
Development Planner

Approved for submission: *"Original Signed By"* Gordon K. Hough, RPP
Director



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



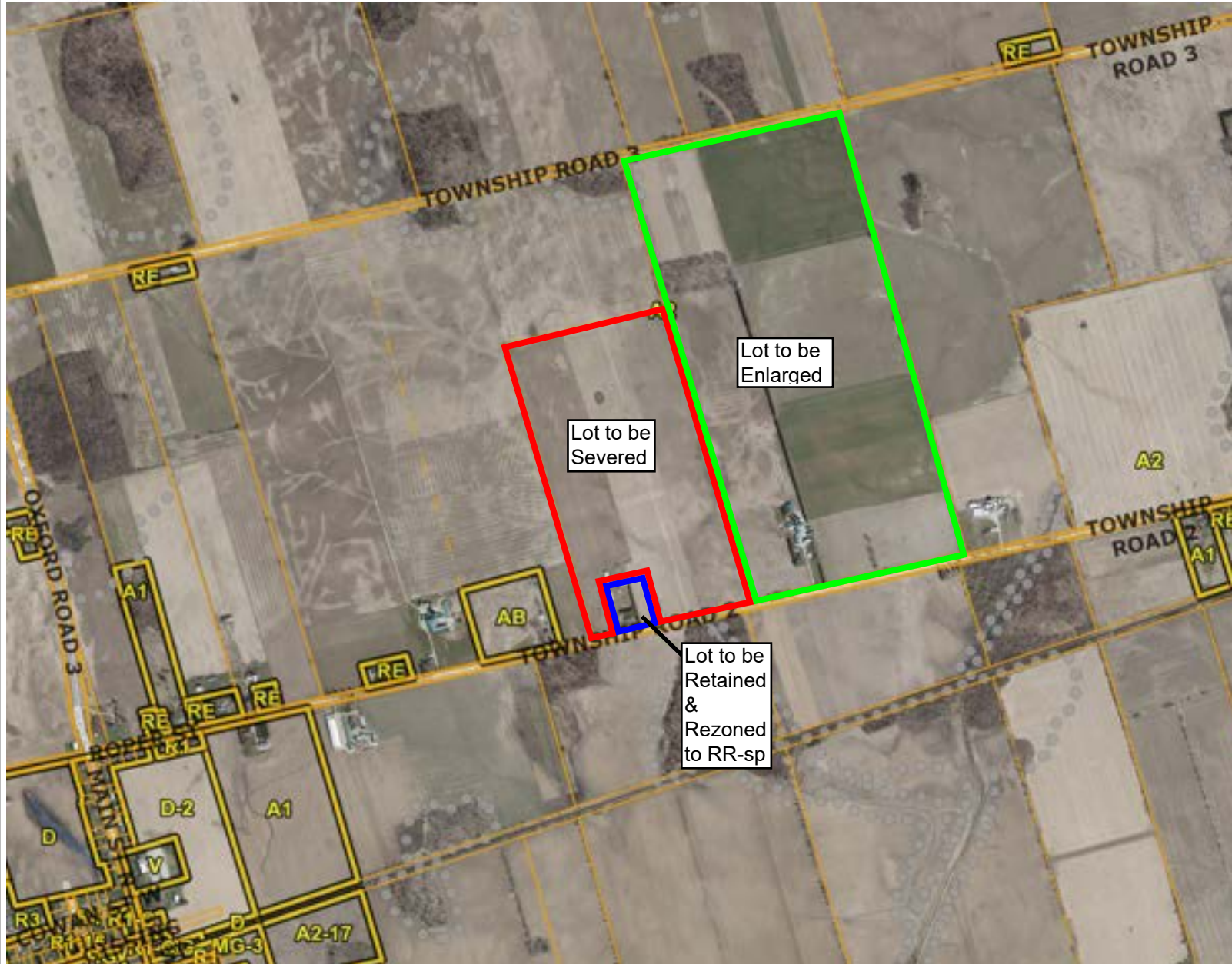
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NAD_1983_UTM_Zone_17N



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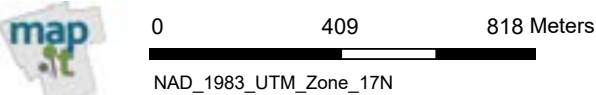
February 27, 2023



Legend

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

Notes



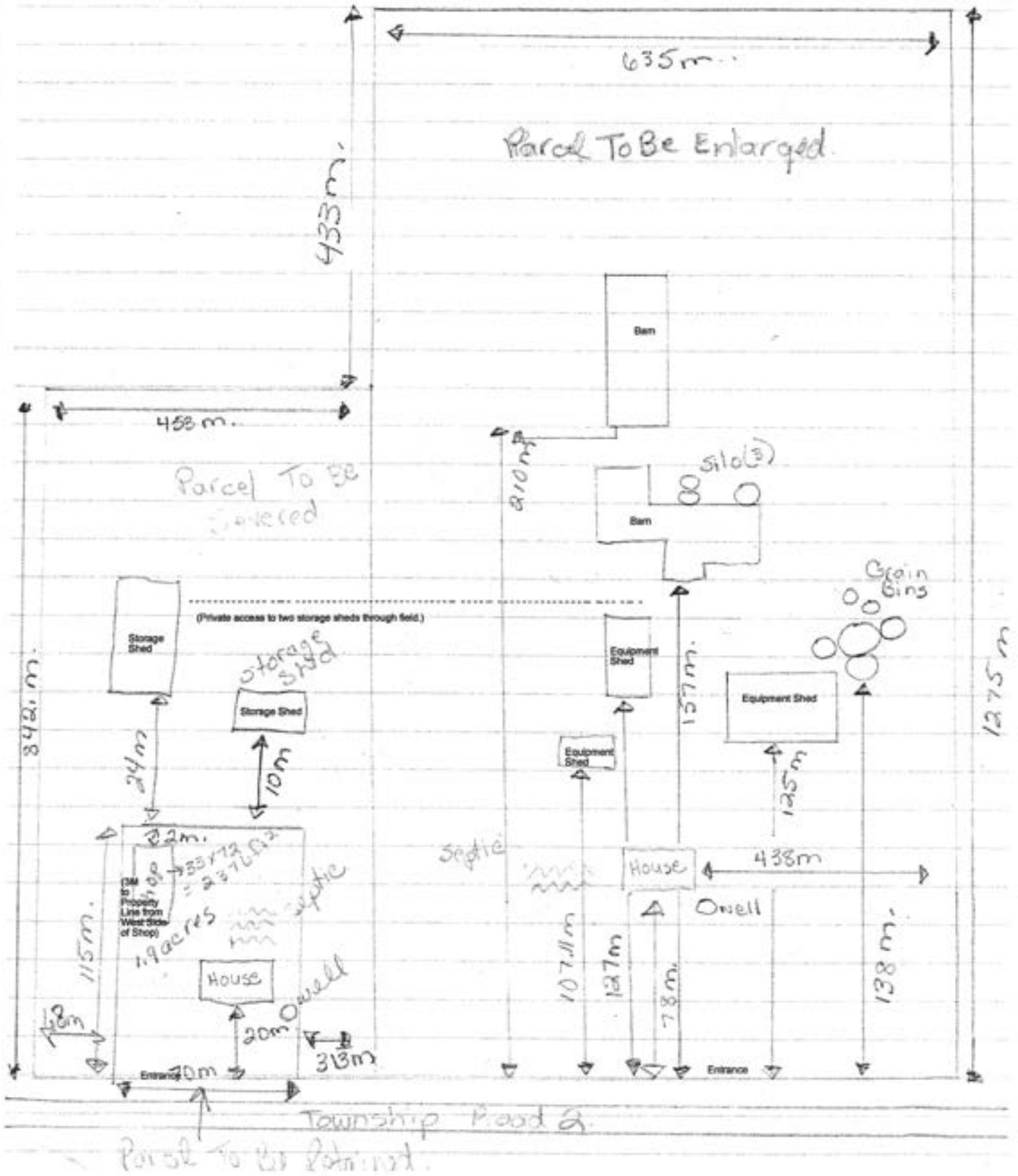
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

February 27, 2023

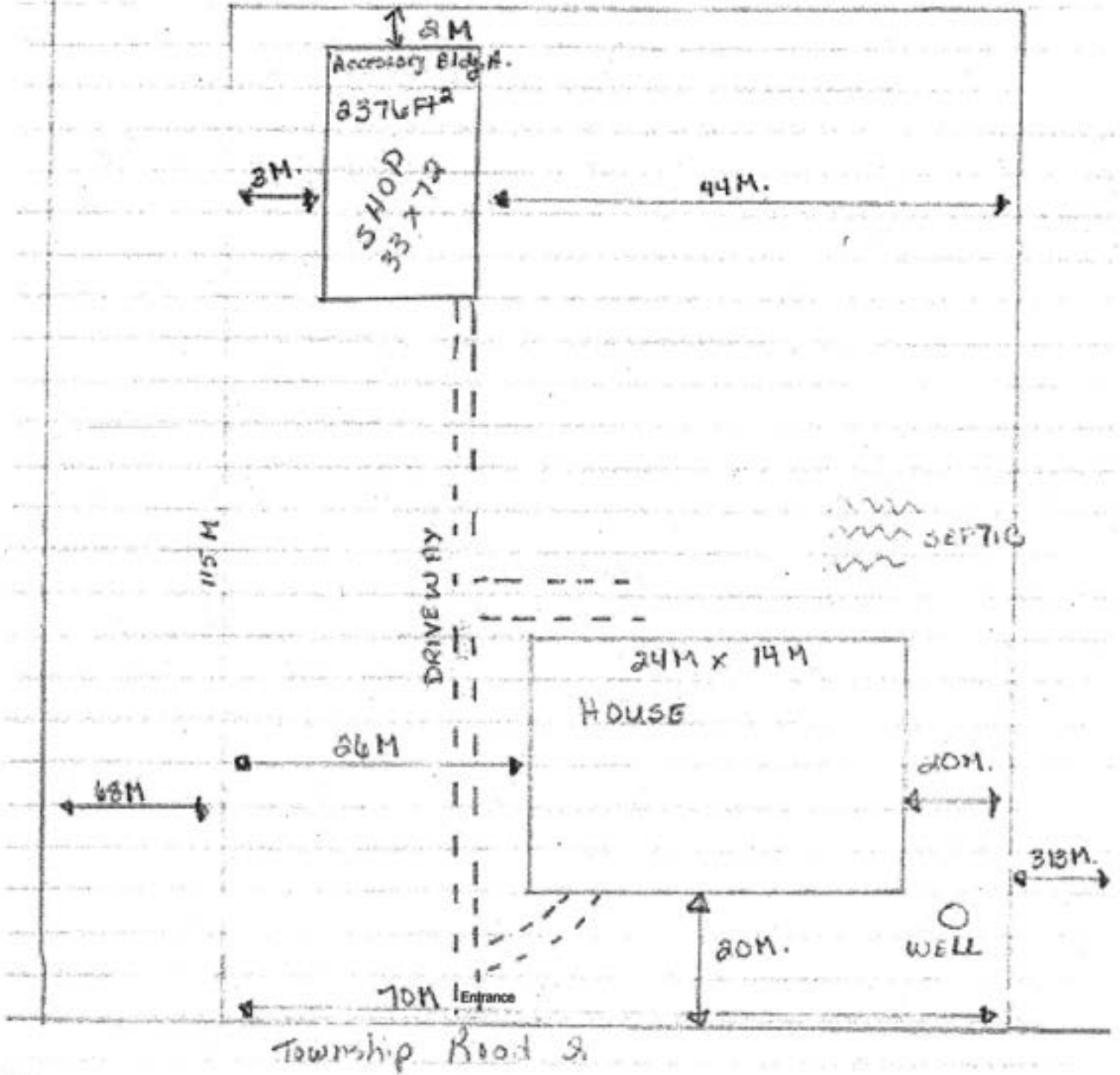
Plate 3: Applicants' Sketch

File No. ZN1-23-09 (Alalea Farms Ltd. & Brittain)

Part Lot 10, Concession 2 (Blenheim), Township of Blandford-Blenheim, 707211 Township Road 2



Proposed Parcel To Be Retained



June 26/23

Dear Mr Mordue.

With the drainage pond under construction I would like to request, before finishing final grading, that a walking trail be constructed around the pond. You can see this being done in many communities including Brantford and Collingwood. These drainage ponds not only collect water but become a scenic feature to enjoy.

There are a lot of walkers in Princeton. Safe trails are very limited. Anything to add more safe walking areas would be appreciated by the community. In addition, it would be great to add a few swings or benches so residents can sit and enjoy the serenity the pond will bring. The trail wouldn't need to be an all season walking trail. It could be closed in winter to minimize the cost of maintenance. I attached some pictures of ponds done in some of the above mentioned communities.

I would like council to please consider the long term benefits this trail would provide to the community.

Thank you in advance for your consideration.

Liz MacAlpine



----- Original message -----

From: Alex Chesney <[REDACTED]>

Date: 2023-06-30 8:07 a.m. (GMT-05:00)

To: Rodger Mordue <rmordue@blandfordblenheim.ca>

Subject: Event of Municipal Significance - Harvest Dinner

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

Good morning Rodger,

I hope you're doing well! I wanted to reach out to you to inquire about another letter from Council for an event of municipal significance that we would like to host this summer. Included below are the details:

Hi there,

My name is Alex Chesney. I am reaching out to you on behalf of my father Robert Chesney and our family farm, Thames River Melons. We have a Farm Market and Pick Your Own Patch located at 775530 Blandford Road, Innerkip ON. This location is also home to our Farm Kitchen and Farm Food Truck. This space provides an opportunity for guests to experience and taste local agriculture firsthand, and is a space for us to sell our farm produce, preserves, baked goods, and ready-made foods.

This summer we would like to host an event in partnership with another local Oxford County business (SixThirtyNine, a restaurant in Woodstock) at the farm. It would be along table dinner experience, where guests learn about the farm and how we grow various crops, and enjoy a meal prepared by both our team and the restaurant, served at the farm. This event is scheduled to take place on Wednesday August 9th from 6 - 9pm. To further add to this experience, we would like to apply for a liquor local hard cider, wine, and beer.

To obtain this license, and because this event and the licensed area will be outdoors, we are required to provide the AGCO with a letter from the City Clerk that confirms our event has been declared municipally significant.

Please let me know your thoughts, and what the next steps would be to move forward with this.

Thanks so much,

Alex Chesney

Registered Dietitian (RD)

Thames River Melons

<http://www.thamesrivermelons.com/>



To: Warden and Members of County Council

From: Director of Public Works

Backflow Prevention Program By-law Update

RECOMMENDATION

1. That County Council enact By-law No. 6544-2023, being a by-law to regulate Backflow Prevention and Cross Connection Control to protect the County of Oxford's Municipal Drinking Water Systems.

REPORT HIGHLIGHTS

- The purpose of this report is to seek County Council approval to implement a Backflow Prevention Program (BPP) and enact a supporting by-law designed to further safeguard Oxford's municipal drinking water systems and the public health of its water customers.
- An overview of the feedback received through the public consultation campaign is provided for the proposed BPP and associated backflow prevention by-law which aligns with legal and regulatory requirements (Ontario Building Code), industry best practices and standards (Canadian Standards Association) and levels of service.
- Throughout the public consultation campaign, which took effect from January to April, 2023, County staff sought feedback on the proposed BPP from Area Municipalities, industrial commercial and institutional (ICI) customers, Business Improvement Areas, building officials, Chambers of Commerce and local plumbers.
- The multi-year implementation of the proposed BPP and backflow prevention by-law will serve to regulate and enforce the installation, inspection, maintenance and testing requirements of backflow prevention devices and other associated cross-connection activities that pose potential risk to the safety of the County's municipal drinking water system.

Implementation Points

Upon Council's enactment of By-law No. 6544-2023, staff will initiate its multi-year implementation plan and work with all stakeholders during execution. A phased implementation approach has been developed to be initiated between approximately 2023 and 2026. The full BPP implementation plan is included as Attachment 1 of this report.

Financial Impact

Backflow Prevention Program Funding Structure

As noted in Report No. [PW 2022-35](#), a user pay model is the most common model used by municipal BPPs across Ontario. BPPs charge user fees (property owner) for different elements of the program to recover costs including, but not limited to, the following:

- Test Tag Fees;
- Cross Connection Survey Submission Fees; and
- Backflow Testing Report Submission Fees.

These fees are in addition to any backflow prevention device (BPD) and installation fees that property owners are required to obtain through the Area Municipalities Building Officials office, as well as labour costs to hire an authorized accredited external tester who is qualified to perform the backflow surveys, BPD testing and associated BPD repairs/installation.

The County has developed proposed user fees as outlined in Table 1 by considering other municipal BPP comparator user fees (refer to Attachment 1 of Report No. PW 2022-35) as well as the projected annual BPP expenses which are related to the anticipated number of property owners participating in the mandated BPP. All fees will be incorporated into future annual County Fees and Charges by-law updates and subject to annual review to ensure the program continues operating in a budget neutral fashion.

Table 1 – Backflow Prevention Program Proposed User Fees

Description	User Fee Cost
Backflow Testing and Report Submission Fee <i>(annually per device)</i>	\$35 / test + HST
Cross Connection Survey Submission Fee <i>(re-survey required every 5 years or with change in process/ownership)</i>	\$30 + HST
Test Tag Fee <i>(5 year term)</i>	\$25 (tax exempt)

The proposed user pay model is intended to nominally charge user fees at a level which is sufficient to offset annual BPP costs in a manner which operates near a net zero budget. All fees collected would be used to offset the operational costs of the program, not as a means to generate profit. The anticipated program budget is noted in Table 2.

Table 2 – Oxford County Backflow Prevention Program Budget

Budget Item	Implementation Cost (One Time)*	Annual Recurring Cost
Expenses		
Cross Connection Survey Database Creation	\$5,000	-
Backflow Prevention and Cross Connection Database Software Support <i>(Annual Subscription)</i>	-	\$600
Backflow Prevention Program By-law Compliance Officer (0.5 FTE) **	-	54,000
Print Costs <i>(Tester Tags)</i>	-	900
Advertisement	5,000 Implementation of By-law notices in Newspaper and Mail Outs at program onset.	- Annual notices for testing reminders are included in the Annual Subscription.
Total Expenses (rounded)	\$10,000	\$55,500
Total Revenue (at program maturity)	N/A	\$52,000 ***

The above noted costs and revenues are incurred solely by the County.

- * The costs outlined in the Implementation Costs (one time) column are already provisioned for in the approved 2023 Budget and will not require further cost recovery.
- ** The 0.5 FTE is already provisioned within existing staffing resources.
- *** Assumes minimum of 2,500 properties, 1 backflow prevention device requirement per property.

If enacted, the BPP would appropriately remove the cost burden of backflow protection from residential homeowners (rate payers) who are not posing a hazard to the municipal drinking water system and place that onus, cost and responsibility on certain ICI and Multi-residential customers that are connected to the municipal water distribution system and posing the potential risk to the safety of the drinking water.

Communications







Public consultation on the proposed backflow prevention by-law was undertaken through a range of tools to seek feedback from Oxford’s various communities and demographics as follows:

- **Speak Up, Oxford!:** This served as an engagement hub for consultation. The project web page was published in December 2022, with 743 total visits since its inception.
- **Project Awareness Mail Outs:** A project awareness sheet was mailed out via water bill inserts (physical and digital) to commercial, industrial, and institutional properties directing them to the project feedback page.
- **Public Consultation Centres:** Eight in person public consultation centres were hosted throughout Oxford County - one in each area municipality. A total of fourteen people attended the PCCs. For those unable to attend an in person event, a digital recording of the PCC presentation was available on the project page.
- **Print Advertising:** For audiences that prefer to receive news through newspapers and community publications, information on how to provide input as well as where to attend PCCs was outlined in 6 print ads and public notices between January 12, 2023 and March 9, 2023. These notifications were circulated in the Norfolk-Tillsonburg News, Woodstock Sentinel Review, Ayr News and Tavistock Gazette.
- **Social Media:** Social media included organic posts throughout the consultation period and promoted (paid) campaigns for changes in scheduling due to inclement weather.

Speak Up, Oxford! will continue to serve as an engagement hub leading up to the enactment of the backflow prevention by-law and will include public notices and news releases, presentations, question forum, Council reports and project contact information. When the by-law is enacted the content will be migrated to the Oxford County website www.oxfordcounty.ca/backflow.

Report No. PW 2023-29, along with any potential amendments, will be circulated to all of the County’s Area Municipalities for information.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
1.i. 1.ii.		3.ii. 3.iii.	4.ii.	5.i. 5.ii.	

DISCUSSION

Background

As a municipal authority of 17 municipal drinking water systems, Oxford County is responsible for upholding the Statutory Standard of Care when exercising any decision that can impact the quality of their communities' drinking water. To date, nearly 60 municipalities across Ontario have already implemented BPPs and associated by-laws to further the multi-barrier approach used to protect our municipal drinking water supply.

If approved, the BPP will help the County ensure that minimum requirements for annual inspections, maintenance, reporting and auditing of BPDs are followed. The proposed BPP and by-law also ensures that best practices related to the selection, purchase, installation, inspection and maintenance of BPD systems are appropriately carried out by property owners (at their expense) in order to further safeguard the municipal drinking water system.

Recognizing the importance of this program, which was previously detailed in Report No. PW 2022-35, Council authorized staff to undertake public consultation with stakeholders to solicit feedback on the draft BPP and by-law. As part of this report, staff were directed to report back to Council with the findings of the public consultation and provide final policy recommendations for consideration.

Comments

Public Consultation Campaign

The County undertook a public consultation campaign for the draft BPP from January to April, 2023. Through this campaign, a number of outreach efforts were made, including various social media and advertising initiatives and direct stakeholder contact by telephone, mail and/or email.

The purpose of the consultation process was to ensure that the proposed BPP was communicated to key stakeholders and to gather feedback from affected businesses, Area Municipalities, qualified persons and other stakeholders. The number of contacts made in this regard is summarized in Table 3.

Table 3 - Summary of Public Consultation Contacts

Contacts	Total Contacts
ICI Customers	37
Area Municipalities	23
Chambers of Commerce – BIA	11
Tradespeople	28
Mail Outs Sent to ICI addresses	1,700 (approx.)

Outreach Efforts

With the assistance of the County's Strategic Communications division, a number of outreach efforts were made consisting of a social media campaign, mail-outs and direct contacts with stakeholders. These efforts are summarized below.

Social Media Campaign

The social media efforts consisted of a news release, website posting (*Speak up, Oxford!*), social media postings, and newspaper ads as follows:

A Summary Report from *SUO!* indicated 743 total web page visits, with up to 40 visits per day at the height of the PCC period. Documents from the page were downloaded 132 times. The full *SUO!* summary is included in Attachment 2.

Direct Contact with Stakeholders

A stakeholder contact list was created to track interested persons, who will then be consulted during the progression of the program's implementation. The intent of these efforts was to generate awareness and communicate the proposed BPP to all stakeholders as well as receive feedback. The following stakeholders were solicited directly for feedback through staff outreach:

- All large water users (over 5,000 m³/year);
- Area Municipality Councils;
- Business Improvement Area offices of Woodstock, Tillsonburg, Ingersoll, Rural Oxford, and Thamesford;
- Chambers of Commerce of Norwich, Tavistock, Ingersoll and Woodstock;
- Local Area Plumbers and Backflow Testers from surrounding municipalities; and
- Building Officials for each Area Municipality.

Key Findings

Feedback received from the public consultation was generally positive in nature and supportive of the proposed by-law. Overall, stakeholders seemed to understand and approve of the need to protect the municipal drinking water system from contamination that can be introduced under backflow conditions. A letter of support for County-wide implementation of the user fee based BPP was also received from the Town of Tillsonburg as shown in Attachment 3.

A summary of the most common questions and comments received during the public consultation campaign is detailed in Table 4.

Table 4 – Summary of Questions and Comments

Question	Answer
1. Who will be impacted by the by-law?	Only ICI and multi-residential properties classified as moderate or severe hazards (as per the CSA B64 Standard definition of hazards) are affected.
2. Where are BPDs located?	Premise isolation BPDs are required after the water meter before any plumbing junctions. A BPD is also required to separate any water provided to customers or employees from any non-potable water.
3. Who will be responsible for performing BPD testing?	The tests will be completed by qualified third party testers registered with the County and in good standing. Qualified testers would be verified by confirming they have a valid licence certificate and that the tester remains in good standing.
4. How will the County ensure BPP requirements are communicated during the Ontario Building Code process to ensure occupancy is not held up by BPP requirements?	A County procedure will be drafted and circulated to Area Municipalities requiring CBOs to submit development applications to the Backflow Prevention By-law Compliance Officer to ensure BPDs are tested and tagged before occupancy is approved.
5. Will there be a gap in protection between the City of Woodstock backflow policy ending and implementation of the County of Oxford BPP?	The City of Woodstock does not exercise a formal backflow prevention policy; rather they perform annual testing and inspection of ~ 1000 BPDs across Woodstock. These devices will be added to the consolidated Countywide system BPD database during implementation to ensure no gap in record keeping or annual testing/inspection.
6. Will the program still be free for businesses in the City of Woodstock?	<p>The current testing provided by the City of Woodstock is not free, but rather is covered at a cost through water rates to the users of the Woodstock water system (ratepayers) in order to fund City operations to carry out this service under contract to, and on behalf of, Oxford County.</p> <p>The new BPP will use a user pay model that ensures the program costs are covered by the ICI and multi-residential property owners that introduce potential moderate or severe risk to the safety of the County's municipal drinking water system.</p>
7. Will the City of Woodstock staff that are currently Backflow Prevention Testers be able to be registered testers and continue performing this service in the City limits?	<p>All ICI and multi-residential testing will be performed by third party contractors procured by the Property Owner. This ensures that municipal water operator staff time, which is funded by ratepayers, is not used to administer the BPP. This keeps the BPP in a 100% user pay model.</p> <p>The County and all Area Municipalities will utilize qualified independent accredited testers to test municipally owned devices, as this is the most cost efficient and consistent operational approach.</p>

The County reviewed, considered and responded to all received feedback during the public consultation campaign. Through the public consultation campaign, it was evident that the public and local businesses recognize the importance of protecting our drinking water resources and infrastructure. No direct revisions to the draft by-law were submitted during the consultation process.

All requests for consideration that could result in an amendment to the by-law were considered and it was determined that they could be addressed without revision to the by-law as previously documented in Attachment 2 of Report No. PW 2022-35.

BPP Policy Recommendations

Backflow and cross-connection events can significantly impact residents, businesses and the environment by deteriorating the water quality, posing a health risk to consumers and causing service disruptions. A robust BPP will further protect the municipal drinking water system from potential contamination during backflow events and is a benefit to all residents and businesses in Oxford County.

The proposed BPP and by-law has incorporated the standards for BPDs and hazard ratings utilized in the CSA B64 series. It compliments existing regulations and best management practices by providing clear language concerning compliance and enforcement for device installation, testing and maintenance.

It is recommended that County Council accept the proposed by-law and program and become one of the near 60 Ontario municipalities that have added a BPP to their multi-barrier approach for protecting their community's drinking water supply from source to tap.

Conclusions

Implementation of a County-wide BPP, through the enactment of By-law No. 6544-2023, will appropriately remove the cost burden of backflow protection from residential homeowners (ratepayers) who are not posing a hazard to the municipal drinking water system and place that onus, cost and responsibility on certain ICI and Multi-residential customers that are connected to the municipal water distribution system and posing the potential risk to the safety of the drinking water.

SIGNATURES

Report Author:

Original signed by

Scott Alexander, RMI
By-law Compliance Officer, Backflow Prevention and Source Water Protection

Departmental Approval:

Original signed by

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

Approved for submission:

Original signed by

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENTS

Attachment 1: Implementation Plan
Attachment 2: Summary Report - Speak-Up Oxford!
Attachment 3: County Backflow Prevention Program Letter of Support, Town of Tillsonburg

Backflow Prevention Implementation Plan

1) Establish Program Authority and Administrative Responsibility

- a) The establishment and County Council approval of a Backflow Prevention By-law.
- b) Administration of the County Backflow Prevention Program and the enforcement of the Backflow By-law through Oxford County Water and Wastewater Technical Services.

Status: In-Progress

- County staff have developed a draft Backflow Prevention By-law pending council approval.
- County staff have established the administrative framework to implement the Backflow Prevention Program for operating program with 0.5 FTE as detailed in current approved budget.

2) Establish Backflow Prevention Standard and Policy

- a) A current standard proposed in Schedule A of draft Backflow Prevention By-law - County of Oxford Cross Connection Control and Backflow Prevention Standards is pending council approval.
- b) General details as it relates to backflow preventer selection, installation, testing and maintenance practices and procedures are referenced in draft Backflow Prevention By-law and guided by CSA B64 Standard.

Status: In-Progress

- The administration of the County Backflow Prevention Program will be developed and detailed in a departmental procedure.
- The County Backflow Prevention Program will use CSA B64 Standard to guide backflow preventer selection, installation, testing and maintenance practices and procedures.

3) Evaluate Financial Implications, Establish Budget Structure and Identify Source of Funding

- a) The development of the Backflow Program will be funded through current rate structure and operating budget.

Status: In-Progress

- A user pay model has been proposed to implement the Backflow Prevention Program as a budget neutral program, pending Council approval.

4) Review Regulations and Standards for Backflow Prevention Devices

- a) Review applicable legislation and standards including, but not limited to, the following:
 - i) *Building Code Act, 1992,*
 - ii) *Safe Drinking Water Act, 2002,*
 - iii) *Municipal Act, 2001,*
 - iv) *Fire Protection and Prevention Act, 1997.*
- b) Review and incorporate requirements of CSA B64 Standard into Backflow By-law Appendix A.

Status: Completed

- County staff have developed a draft Backflow Prevention By-law, based on the regulations and standards indicated above.

5) Establish a Database Management System

- a) Evaluation and selection of platform that will track facilities assessed and inspected, associated inspection records and device records, inventory of backflow prevention devices, issued correspondence, etc.
- b) Developing and maintaining a roster of certified or registered companies for completing testing and inspections.
- c) Evaluation and review of the County's current work order system (i.e. Cartegraph) as a platform for the Backflow Prevention Program.

Status: Completed

- County staff evaluated a number of database management options and have selected a preferred solution pending the approval of the By-law.
- The preferred solution would include a certified testing company roster.
- Review of the County work order system as a potential platform has been considered.

6) Develop a Public Consultation, Education and Communication Campaign

- a) Identification of stakeholders (ICI, residents, municipal staff, professional, trade and technical groups, etc.).
- b) Public consultation with Large Water Users.
- c) Consultation with Local Authorities of Area Municipalities.
- d) Development of material and content to individual stakeholder groups.
- e) Development of awareness and educational program.
- f) Development of fact sheets, presentations, frequently asked questions, and resource materials.
- g) Development and updating of information on the County website.

Status: Completed

- County staff undertook a four month Public Consultation, Education and Communication Campaign soliciting feedback on the proposed BPP. The campaign included a Public Consultation Centre in each of the eight Area Municipalities, social media posts, fact sheet development and distribution and communication with Large Water Users.
- Awareness and educational materials will be developed for distribution during implementation.
- A migration plan is prepared for moving the material from the existing consultation webpage to a permanent URL on the County website.

7) Coordination with Area Municipalities

- a) The development, implementation, and maintenance of a Backflow Prevention Program requires co-ordination with many local authorities including business improvement areas, building, plumbing, public works and planning officials at the local Area Municipalities.

Status: In-Progress

- Consultation with Area Municipalities and their building officials was solicited through the public consultation process.
- Next steps would be to coordinate regular meetings with the building officials to develop process workflows for device registration and cross connection surveys for new developments.

8) Development of Standard Correspondence and Content

- a) Development of backflow forms and surveys including, but not limited to, the following:
 - i) Letter of introduction to the program,
 - ii) Notice of requirement for installation of backflow devices,
 - iii) Notice of inspection and testing requirements,
 - iv) Notice of fines and penalties,
 - v) Notice of renewals and certification updates,
 - vi) Cross connection inspection reports and surveys, and
 - vii) Backflow test reports.

Status: Completed

- The County's database management solution will provide templates for program notices outlined above and will distribute them to stakeholders as part of their service.

9) Requirements for a Survey and Hazard Assessment

- a) Identification and evaluation of requirements for survey and hazard assessment in the Backflow Prevention Program which is outlined in the Backflow By-law Appendix A standards.

Status: In-Progress

- County staff have developed a draft Backflow Prevention By-law, which identifies requirements for surveys and hazard assessments.

10) Establishment of Training, Inspection and Testing Protocols

- a) Development of standard operating procedures for County program administration, including; notification protocols, maintenance and reviewing records and forms, review of testers/surveyors licenses and accreditation, conducting audits, inspections, and by-law enforcement.
- b) Development of inspections, certification and testing requirements including timelines will be outlined in the Backflow By-law Appendix A standards.
- c) Development and maintenance of a publically posted third party roster of "Qualified Testers" to install, service and test backflow prevention devices and appurtenances.

Status: In-Progress

- County staff have developed a draft Backflow Prevention By-law, which identifies inspections, certification and testing requirements.
- A certified testing company roster will be maintained. Local testing companies can also be featured on the County website.

11) Development of a Backflow Incident Response Plan

- a) Development and incorporation of backflow incidents into the Water Services Emergency Response Plan within the County's drinking water QMS.
- b) Evaluation of the potential of creating a specific backflow incident response procedure which would include sampling, flushing, communication and documentation requirements.
- c) Development and provision of training to internal and external stakeholders to ensure appropriate and timely actions are taken in response to an incident.

Status: Planned

12) Establish Enforcement Strategies

- a) Development of inspections, reporting, installation, certification and testing requirements, including timelines, will be outlined in the Backflow By-law Appendix A standards.
- b) Development of notices, fines and penalties will be outlined in the Backflow By-law Appendix A standards.
- c) Development of enforcement strategies which will be incorporated as part of Section 10 - Establishment of Training, Inspection and Testing Protocols.

Status: In-Progress

- County staff have developed a draft Backflow Prevention By-law, which identifies inspections, certification and testing requirements as well as fines and penalties.
- County staff have developed draft cross connection inspection reports and surveys, and backflow test reports which are identified in the draft Backflow Prevention By-law.
- Upon approval by Council, County staff will work to migrate draft cross connection inspection reports and surveys, as well as backflow test reports to database management software.

13) Implement Quality Control and Assurance Strategies

- a) Development of quality control and assurance strategies which will be incorporated as part of Section 10 - Establishment of Training, Inspection and Testing Protocols, which will include, but is not limited to, the following:
 - i) Review of backflow preventer testers' performance, assessment and device test results.
 - ii) Review of certification and licensing requirements.
- b) Development and tracking of level of service framework as part of the County Asset Management Plan.
- c) Development of a report that summarizes the annual performance of the County's Backflow Prevention Program to County Council.

Status: In-progress

- Program start up and full implementation key performance indicators have been preselected to monitor the level of service of the Program.
- Process for reviewing certified testers accreditation status and device submission has been considered as part of the Programs database management.
- A summary of the annual performance of the program is to be included in a section of the Annual Drinking Water System Report to Council.

Summary Report

12 June 2020 - 18 April 2023

Speak Up, Oxford!

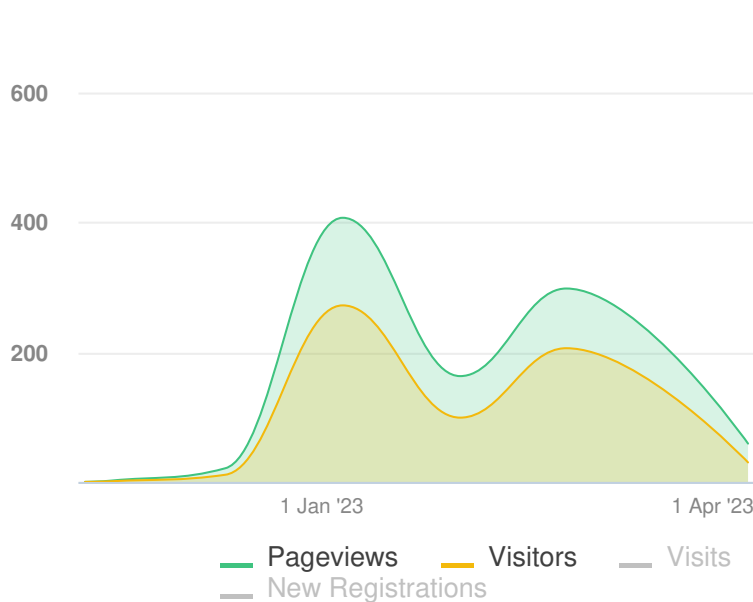
PROJECTS SELECTED: 1

Backflow Prevention Program

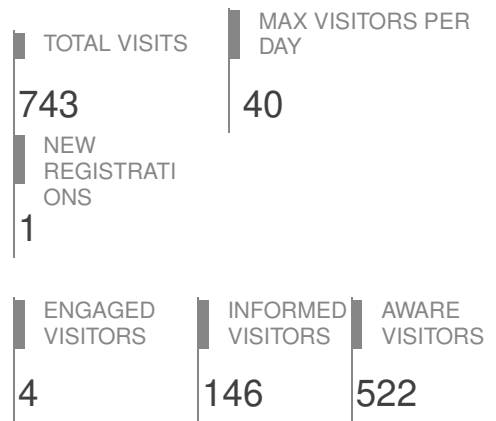
FULL LIST AT THE END OF THE REPORT



Visitors Summary



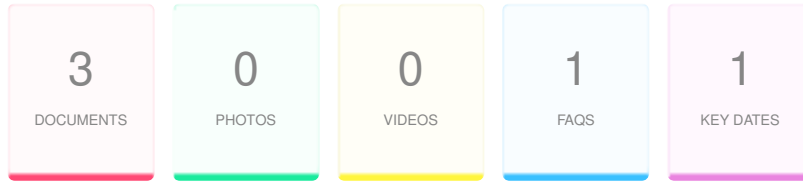
Highlights



PARTICIPANT SUMMARY

ENGAGED	4 ENGAGED PARTICIPANTS			(%)
INFORMED	Registered	Unverified	Anonymous	
	Contributed on Forums	0	0	0
	Participated in Surveys	0	0	0
	Contributed to Newsfeeds	0	0	0
AWARE	Participated in Quick Polls	0	0	0
	Posted on Guestbooks	0	0	0
	Contributed to Stories	0	0	0
	Asked Questions	1	3	0
	Placed Pins on Places	0	0	0
	Contributed to Ideas	0	0	0
	<i>* A single engaged participant can perform multiple actions</i>			<i>* Calculated as a percentage of total visits to the Project</i>
Backflow Prevention Program 4 (0.8%)				
ENGAGED	146 INFORMED PARTICIPANTS			(%)
INFORMED	Participants			
	Viewed a video	0		
	Viewed a photo	0		
	Downloaded a document	132		
AWARE	Visited the Key Dates page	5		
	Visited an FAQ list Page	10		
	Visited Instagram Page	0		
	Visited Multiple Project Pages	48		
	Contributed to a tool (engaged)	4		
	<i>* A single informed participant can perform multiple actions</i>			<i>* Calculated as a percentage of total visits to the Project</i>
Backflow Prevention Program 146 (28.0%)				
ENGAGED	522 AWARE PARTICIPANTS			
INFORMED	Participants			
	Visited at least one Page	522		
AWARE	<i>* Aware user could have also performed an Informed or Engaged Action</i>			<i>* Total list of unique visitors to the project</i>
Backflow Prevention Program 522				

INFORMATION WIDGET SUMMARY



DOCUMENTS	
3	Documents
132	Visitors
240	Downloads

TOP 3 DOCUMENTS BASED ON DOWNLOADS		
215 Downloads	23 Downloads	2 Downloads
PW 2022-35 Draft Backflow Prevention By-law.pdf	Notice of Public Consultation Centre	deleted_document

FAQS	
1	Faqs
10	Visitors
11	Views

TOP 3 FAQS BASED ON VIEWS
11 Views
Backflow Prevention Program

KEY DATES	
1	Key Dates
5	Visitors
5	Views

TOP 3 KEY DATES BASED ON VIEWS
5 Views
Backflow Prevention Program

TRAFFIC SOURCES OVERVIEW

REFERRER URL	Visits
www.google.com	124
m.facebook.com	21
www.google.ca	15
www.oxfordcounty.ca	8
ghd-app-cac-p-town-of-tillsonburg-12584687.azurewebsites.net	7
intranet4.oxfordcounty.local	4
t.co	4
android-app	3
www.bing.com	3
l.instagram.com	2
lm.facebook.com	1
tillsonburg.ca	1
us12.campaign-archive.com	1
www.google.co.in	1

QANDA

Questions and Comments

Visitors 6	Contributors 4	CONTRIBUTIONS 5
-------------------	-----------------------	------------------------

Q

Name redacted

08 January 23

Who would be the selected multi-residential and what determines a higher risk industrial or commercial or institutional property -

A

Publicly Answered

Under Ontario Building Code (OBC), new multi-residential units are required to have backflow prevention devices. However, the OBC excludes multi-residential units that are three (3) or fewer floors and do not exceed 600 square meters. The current draft of the By-law defines "multi-residential" as having all dwelling units designed or intended for use as a residence or household in excess of three (3) stories or higher. The proposed By-law would require multi-residential units to have premise isolation devices.

Q

Name redacted

08 January 23

I am also curious if there is a type of preferred device that has the coatings or material that will lessen the chances of malfunction in the more aggressive water systems like Ingersoll.

A

Publicly Answered

The type of device required is dependent on the overall hazard classification of the property which is defined by the Canadian Standards Association B64 series standards.

QANDA

Questions and Comments

Q

Name redacted

16 January 23

Good afternoon My question may be redundant but does this mean that the yearly test done by the city works, which is free, will now have to be completed by our business at a cost if this Program is implemented?

A

Publicly Answered

One of the objectives of the Backflow Prevention Program (BPP) is to ensure that all Oxford County drinking water systems are protected from backflow events under the same By-law with the same method for cost recovery. The County is exploring various financial models for the program. One method being considered is a user-pays model in which businesses or property owners who are required to have backflow devices installed and tested would be responsible for the cost of those services and relieve the program costs from the ratepayer. This cost recovery method is typical of programs run at neighbouring municipalities and would be explored during the implementation and planning once the draft By-law is approved.

Q

Name redacted

30 January 23

Do some residence in the county already have check valves? I installed an expansion tank as we were getting unusually high pressure on our fridge water spout. Typically if there were no check valve that pressure from the hot water heater would be absorbed by the city supply. Does this make sense. Since we've installed the expansion tank the issue no longer exists.

A

Privately Answered

Correct, some residents in the County may already have check valves. For example: in the early 1990s, Woodstock implemented a backflow program which included residential dual check valve installations in new homes. This could cause issues with thermal expansion depending on plumbing configurations and set back from the water heater. However, the proposed Backflow Prevention Program will only impact industrial, commercial, institutional, and some multi-residential properties based on the risk they pose to the municipal drinking water system.

QANDA

Questions and Comments

Q

Name redacted

22 March 23

I would like to register as a tester, please advise on how to register

A

Privately Answered

Thank you for your question about the Backflow Prevention Program. For registration, please send an email to backflow@oxfordcounty.ca with your contact information so that we can add you to our mailing list for registration updates.



Town of Tillsonburg
Operations Services
10 Lisgar Ave, Tillsonburg, ON N4G 5A5

Tel: (519) 688-3009
Fax: (519) 688-0759

May 24, 2023

TO: David Simpson P.Eng, PMP (by email)
Director of Public Works
Oxford County
21 Reeve St., PO Box 1614,
Woodstock, ON, N4S 7Y3

RE: Backflow Prevention Program – Town of Tillsonburg Support

Following the recent public consultation meetings regarding the newly proposed backflow prevention by-law/program as per the County of Oxford's Report (PW 2022-35), the Town of Tillsonburg would like to lend our support for this program in protecting Tillsonburg's water/wastewater systems.

Although not directly linked, Town Staff would be remissed to again not mention and address that similar efforts and initiative can be best addressed and managed, collaboratively, through an updated and renegotiated Operating Contract between the County of Oxford and the Town of Tillsonburg.

Best Regards,

A handwritten signature in black ink that reads 'Jonathon Graham'.

Jonathon Graham, MPA, LET
Director of Operations & Development
Phone: 519-688-3009 Ext. 4400

CC. Richard Sparham – Town of Tillsonburg Manager of Public Works (email)



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Drew Davidson Director of Protective Services
Reviewed By:	Rodger Mordue	Date:	June 27, 2023
Subject:	Burn By-law	Council Meeting Date:	July 5, 2023
Report #:	FC-23-11		

Recommendation:

That Report FC-23-11 be received for information;

And further that Council adopt the attached Burn By-law 2378-2023.

Background:

WHEREAS Section 7.1 (1) (b) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4 provides that Council may pass By-laws regulating the setting of open air fires, including establishing the times during which open-air fires may be set;

AND WHEREAS Section 7.1 (3) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, provides that a By-law under this section may deal with different areas of the municipality differently;

AND WHEREAS Section 7.1 (4) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, provides that a municipality may appoint a Chief Fire Official, or designate to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether By-laws enacted in accordance with this section are being complied

Analysis/Discussion:

With the warmer weather, questions pertaining to the policies concerning burning in Blandford-Blenheim started to come in. These questions would be anywhere from the distance away from a building to what can be and cannot be burned. As I dove into this subject it became clear very quickly that we as a Township do not have a By-law in place but, merely guidelines. Staff worked hard along with Fire Prevention Officer Geoff Hayman reviewing neighbouring municipalities current Burn By-laws and came up with one that covered the needs for the Township of Blandford-Blenheim. As you will see staff has built this By-law with three different criteria; Residential (camp fires), Agricultural (brush piles), and Structure including but not limited to barns, drive sheds, and old houses. Staff feel this By-law will only help our residents better understand what is allowed and how to go about it safely.

Financial Considerations: N/A

Respectfully submitted by:

Drew Davidson
Director of Protective Services

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER **2378-2023**

Being a By-law to provide for regulation and control for the setting of and prevention of fires.

WHEREAS Section 7.1 (1) (b) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4 provides that Council may pass by-laws regulating the setting of open air fires, including establishing the times during which open-air fires may be set;

AND WHEREAS Section 7.1 (3) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, provides that a by-law under this section may deal with different areas of the municipality differently;

AND WHEREAS Section 7.1 (4) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, provides that a municipality may appoint a Chief Fire Official, or designate to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether by-laws enacted in accordance with this section are being complied with;

AND PURSUANT to the provisions of the Municipal Act 2001;

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

SECTION 1: DEFINITIONS

- 1.1 “*Agricultural Burn*” means any open-air burning specific to farm operations not including demolition. (see “special burn”)
- 1.2 “*Appropriate Weather Conditions*” shall mean that the wind speed does not exceed 15 kilometres per hour and that it is not raining nor foggy, nor is there a declared smog or weather quality alert. The appropriate Federal and/or Provincial Government agency shall be used as the source of this information.
- 1.3 “*Approved*” means approved by the Chief Fire Official, or designate or his/her designate
- 1.4 “*Ban or Burn Ban*” on open-air fires means a restriction or prohibition on open-air fires issued by the Chief Fire Official, or designate or his/her designate.
- 1.5 “*By-products*” shall include smoke and ash.
- 1.6 “*Chief Fire Official, or designate*” means the Assistant to the Fire Marshal who is the Municipal Chief Fire Official, or designate for Blandford-Blenheim, or a member or

members of the fire department appointed by the Municipal Chief Fire Official, or designate under Article 1.1.1.2. of Division C or a person appointed by the Fire Marshal under Article 1.1.1.1. of Division C.

- 1.7 “*Council*” shall mean the Corporation of Township of Blandford-Blenheim.
- 1.8 “*Controlled Burn*” is defined as a burn that has been authorized, verbally or in writing, by the Township of Blandford-Blenheim Chief Fire Official, or designate or designate and under the conditions set out in the permit.
- 1.9 “*Due care*” is defined as all necessary precautions to control and prevent the spread of fire.
- 1.10 “*Extinguished*” is defined as a fire, which has been quenched with water or all sources of heat have been eliminated by other means and the fire is verified by the permit holder or agent to be completely out.
- 1.11 “*Fire permit*” to be used interchangeably with burn permit, means a verbal or written conditional authorization issued and administered by the municipality to set or maintain an open-air fire, as per any restrictions and conditions contained in this by-law or as may be specified on the permit itself.
- 1.12 “*Necessary precautions*” is defined as sufficient equipment, machinery and/or manpower, which shall be provided to control, extinguish, and/or prevent the spread of fire.
- 1.13 “*Non-recreational burn*” refers to any fire set in open-air taking place in a rural area (outside designated settlement areas and rural clusters).
- 1.14 “*Open-air burn*” means any fire that is set in the open-air. In the Township of Blandford - Blenheim, there are three approved types of open-air burns: recreational; non-recreational/agricultural; and special.
- 1.15 “*Municipal Property*” shall include any property owner or operated by the Municipality, but does not include any property which is leased out by the Municipality.
- 1.16 “*Negative Impact*” means one or more of:
 - i. actual damage to property or to plant or animal life;
 - ii. harm or material discomfort to any person;
 - iii. impairment of the safety of any person
 - iv. loss of normal use of property; or
 - v. interference with normal conduct of business.
- 1.17 “*Permit*” shall mean permission and/or fire permit issued by the Chief Fire Official, or designate to set a fire in the open-air for a specified period.
- 1.18 “*Recreational open-air burn*” shall mean a small outdoor fire, such as a campfire, being no larger than 2 feet in diameter, and burning only of natural woods as a source of fuels within a pit or non-combustible container.

- 1.19 “*Special burn*” refer to specific, permitted burning related to structure demolition (removal), or any material part thereof, or any other burning which has been approved by the Chief Fire Official, or designate.
- 1.20 “*Open-air Burning*” shall mean burning or combustion of materials in any open place including yards, fields or construction areas which are not enclosed by a building or structure.
- 1.21 “*Permitted Campground*” means a “campground” or “recreation trailer park” as defined and permitted by the Blandford-Blenheim Zoning By-law.

SECTION 2: ADMINISTRATION

- 2.1 The administration of this by-law shall be the responsibility of the Chief Fire Official, or designate except with regard to enforcement which shall be the responsibility of the Chief Fire Official, or designate and any Provincial Offences Officer.
- 2.2 This by-law shall apply to all lands and premises within the Township of Blandford-Blenheim.
- 2.3 This By-law does not apply to the use of a listed fuel-fired appliance that is not used for the purposes of cooking. These appliances shall be used in accordance with manufacturer instruction.

EXEMPTIONS

- 2.4 As per Ontario Fire Code Regulation 2.4.4.4. open-air burning shall not take place unless it has been approved (i.e., permit has been issued), unless the open-air burning consists of a small, confined fire that is used to cook food on a grill, barbecue or spit, commensurate with the type and quantity of food being cooked, and supervised at all times. It is not the intent of this By-law to prohibit the use of fire for legitimate cooking or personal warmth, provided it conforms to the requirements outlined above and in section 3 of this By-law.

SECTION 3: GENERAL PROVISIONS

- 3.1 From and after the passing of this By-law, no person, either directly or through agents, servants or workmen, shall set fire to burn or cause or permit to be burned in the open-air within the Township of Blandford-Blenheim any material or building or structure whether standing or demolished or any part thereof subject only to the exceptions herein.
- 3.2 Open-Air Burning for recreational purposes, except at a public event, is deemed to be approved by the Chief Fire Official, or designate if:
- a) The fire is contained in a Fire Pit which is no more than one square metre in area;
 - b) The fire is at least 15 metres from any building, structure, hedge, fence, vehicular roadway of any kind or nature, overhead wiring or any property line, unless otherwise approved by the Chief Fire Official, or designate or within a site of a permitted campground;

- c) The fire is at least 5 metres from any object or material with potential to ignite;
- d) The perimeter of the fire does not exceed the size of the Fire Pit;
- e) The fire is attended, controlled and supervised at all times;
- f) steps are taken to ensure that smoke caused by the fire does not have an adverse affect on the visibility of motorists using roads in the vicinity of the burn;
- g) The owner or occupant takes steps to ensure that adjacent properties are protected and that the by-products of the fire do not have a negative impact on persons, pets or the environment;
- h) The fire is not occurring on any road allowance or Municipal Property without written permission of the Municipality;
- i) An effective extinguishing agent of sufficient size and with the capability of extinguishing the fire is immediately available for use;
- j) The fire is conducted in such a manner as to preclude the escape of fire or the escape of combustible solids such as sparks and ash from the fire;
- k) The fire is burned in appropriate weather conditions;
- l) The only materials being burned are those listed in Schedule 'A,' forming part of this by-law; and
- m) The fire is completely extinguished before the site is vacated.

3.3 Open-Air Burning – Non-Recreational and Agricultural Burns:

- (a) No person shall conduct a Non-Recreational and/or Agricultural open-air burn within the boundaries of Township of Blandford-Blenheim unless permission has been granted by the Chief Fire Official, or designate.
- (b) Every person shall comply with the following regulations which apply to open-air burnings:
 - i. The fire is located on land designated for residential or agricultural use in the Municipal zoning by-law;
 - ii. The fire is conducted between sunrise and sunset;
 - iii. only materials as set out in Schedule 'B', forming part of this by-law, are burned;
 - iv. The fire does not cover a ground area exceeding 9 square metres;
 - v. The fire must be always supervised, not left unattended and extinguishment must be confirmed before leaving the area;
 - vi. No burning of petroleum-based products or synthetic materials will be permitted;
 - vii. No burning of brush or wood products generated from off-site locations, all materials must originate on the landowner's property;
 - viii. Burns shall be located such that a minimum of 15 meters of separation to property lines, or structures is maintained; and
 - ix. The fire is confined to an area at least 5 metres from any object or material with potential to ignite.

3.4 Open-Air Burning – Special Burns:

- a) No person shall conduct a special open-air burn within the boundaries of Township of Blandford-Blenheim unless permission has been granted by the Chief Fire Official, or designate in the form of a fire permit.

- b) Special burn permits may be issued for open-air burning that does not meet the criteria for recreational, non-recreational or agricultural open-air burn permits (i.e., demolition of structures, agricultural buildings or accessory structures). The Chief Fire Official, or designate has the right to approve or deny all special open-air burn permit applications.
 - c) Every person shall comply with the following regulations which apply to special open-air burnings:
 - i. Special burns are only permitted in rural areas, and not permitted in settlement areas or rural clusters, unless approved by the Chief Fire Official, or designate;
 - ii. Open-air burning is only permitted with an activated special open-air burning permit. No person shall have a special open-air burn prior to a site visit by the Chief Fire Official, or designate or designate;
 - iii. The Chief Fire Official, or designate, or designate, will conduct a site visit to adequately assess whether or not a permit may be granted. Specific conditions of special burns will be noted by the Chief Fire Official, or designate, or designate, and must be met at the time of the burn;
 - iv. Burns shall be located at least fifteen (15) meters from any combustible structure, vegetation, or materials;
 - v. Special open-air burning must be completely extinguished before dark, unless otherwise authorized by the Chief Fire Official, or designate, in which case the burn will be supervised until it is completely extinguished;
 - vi. No burning of petroleum-based products or synthetic materials will be permitted;
 - vii. No burning of brush or wood products generated from off-site locations, all materials must originate on the landowner's property;
 - viii. The fire must always be supervised, not left abandoned, and extinguishment must be confirmed before leaving the area;
 - ix. The landowner must notify the Township at the phone number provided on the valid burn permit at least 30 minutes prior to the start of the burn, or Monday to Friday between 8am and 5pm;
 - x. The permit is issued to allow *Open-air Burning* between sunrise and sunset, for no more than three (3) consecutive days. An extension of time may be granted at the discretion of the Chief Fire Official, or designate;
 - xi. Controlled burning signs must be obtained from Township Staff, displayed as directed during all burning activities and returned when completed.
- 3.5 No one shall install, use, and maintain an unlicensed incineration device for the burning of garbage or other refuse in any class or classes of building. This includes the utilization of burn barrels, and/or any other metal drums which are taller than they are wide.
- 3.6 All open-air burns and fire permits will be suspended on days where a special weather statement has been issued by Environment Canada, or on days that the Township has issued a ban. The appropriate Federal and/or Provincial Government agency shall be used as the source for smog and weather-related information. The Chief Fire Official, or designate reserves the right to ban fires on any day.

SECTION 4. FIRE PERMIT

- 4.1 The following permit fees are outlined in the Blandford – Blenheim Fees and Services By-Law
- a) Non-Recreational and Agricultural Fire Permits – No charge
 - b) Recreational Fire Permits – No charge
 - c) Special Fire Permits – fee of \$50 for one three-day period per property, requires special approval by the Chief Fire Official, or designate.
- 4.2 The Fire Permit application is available at the Blandford-Blenheim Municipal Office. All applications shall be reviewed by the Chief Fire Official, or designate to ensure:
- a) That no provincial enactment, law, or regulation shall be infringed by the setting of such fire;
 - b) That the fee for such permit, if any, be paid by the applicant, and the amount of such fee shall be set by Council, may be amended from time to time as deemed necessary by Council. Fees will be listed in the Township's Rates and Fees By-law;
 - c) Non-recreational, agricultural or special burns shall not be set on any street, parks, private or public property that in the opinion of the Chief Fire Official, or designate or designate is deemed to be within a designated settlement area or rural cluster. Recreational burning may be permitted in rural areas with a valid recreational open-air burn permit. Open-air burns in settlement areas or rural clusters may be permitted with a valid recreational burn permit only;
 - d) Every person setting a fire herein permitted shall exercise such due care and take such necessary precaution as may be required to avoid endangering persons or property in the vicinity thereof, and shall remain in constant attendance at such fire until the same is extinguished, and shall take precautions and follow such directions as may be set by the Chief Fire Official, or designate whether before, during, or after setting such fire;
 - e) All conditions and special conditions listed on the Township of Blandford-Blenheim Fire Permit shall be strictly adhered to or the Fire Permit shall be revoked.
- 4.3 Prior to granting a permit to conduct *Open-air Burning*, the *Chief Fire Official, or designate* may give consideration to:
- a) the results of an on-site inspection;
 - b) the size of the proposed fire;
 - c) the safety measures proposed;
 - d) the supervision arrangements proposed;
 - e) the time of year and the time of day;
 - f) the type of special event;
 - g) the materials to be burned;
 - h) the anticipated weather conditions; and
 - i) any other relevant considerations.
- 4.4 The *Chief Fire Official, or designate* may attach such conditions as deemed appropriate to any permit granted for *Open-air Burning*.

SECTION 5: ORDER TO DISCONTINUE ACTIVITY, EXTINGUISH and PROHIBIT

- 5.1 If it is found that there is a violation to the general provisions (see Section 3) of this By-law, the owner, occupant, or permit holder shall immediately discontinue the activity or extinguish a Non-Recreational/Agricultural/Special Open-Air Burn or a Recreational Open-Air Burn if directed or ordered to do so by the Chief Fire Official, or designate.
- 5.2 The Chief Fire Official, or designate may issue an Order to Prohibit an Open-Air Burn or Recreational Open-Air Burn. No person shall disobey an Order to Prohibit an Open-Air Burn or Recreational Open-Air Burn.
- 5.2(1) An Order to Prohibit Open-Air Burn or Recreation Open-Air Burns shall set out:
- a) The municipal address of the property on which the contravention occurred;
 - b) The name of the property owner and/or occupant;
 - c) The date of the contravention;
 - d) The contravention of the By-law;
 - e) The date by which there must be compliance with the order; and
 - f) The date on which the order expires.
- 5.3 If an Order to Prohibit an Open-Air Burn or Recreational Open-Air Burn is issued, the Chief Fire Official, or designate may instruct the Township of Blandford - Blenheim to recover amounts and expenses incurred in carrying out an Order, or expenses incurred to remove or reduce an immediate threat to life on the land or premises as set out in the Fire Protection and Prevention Act, 1997.
- 5.4 Every person who fails to comply with an Order to Prohibit an Open-Air Burn or Recreational Open-Air Burn is guilty of an offence and on conviction is liable to a fine set out in the Fire Protection and Prevention Act, 1997. The imposition or payment of the fine does not relieve the person from complying with the order.
- 5.5 Any person who removes a copy of an Order to Prohibit an Open-Air Burn or Recreational Open-Air Burn, or of a noticed posted without the approval of the Fire Marshal, an assistant to the Fire Marshal, or a Chief Fire Official, or designate, is guilty of an offence and on conviction is liable as per the Fire Protection and Prevention Act, 1997.

SECTION 6: REMEDIAL COSTS

- 6.1 Should a person default in complying with the provisions of this By-law, with an Order to Discontinue Activity and/or an Order to Extinguish, the fire may be extinguished at the person's expense as per the Township's Fees and Charges By-law, as amended from time to time at the discretion of the Chief Fire Official, or designate.
- 6.2 Nothing in this schedule of fees and charges shall be construed as limiting the rights of the Township of Blandford-Blenheim to seek restitution for other direct or consequential damages or costs incurred beyond those listed.

- 6.3 The Township may enter on land for the purpose of extinguishing a fire under subsection 6.1. and under powers of entry as per the Fire Protection and Prevention Act, 1997. Subsection 13(1)(a).
- 6.4 The power of entry under this Part shall be exercised by the Chief Fire Official, or designate, as defined in this By-law. The person exercising the power of entry must, on request, display or produce proper identification. The person exercising the power of entry may be accompanied by a person under his or her direction.
- 6.5 Should any land owner or occupant fail to extinguish a fire when ordered to do so by the Chief Fire Official, or designate, the Chief Fire Official, or designate may take action to have the fire extinguished, and the person who owns or occupies the land on which the open burning is located shall be responsible for any and all costs incurred by the Blandford-Blenheim Fire Services in its efforts to extinguish the fire.
- 6.6 In the event that the owner or owners of lands and premises fail to reimburse the Township for the costs of control, suppression, and extinguishment of any fire as set forth above, the amount of such costs shall be added to the tax roll for the property upon which the fire had occurred and thereafter collected in the same manner as municipal taxes.

SECTION 7: INSPECTIONS AND INSPECTION FEE

- 7.1 The Chief Fire Official, or designate may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether this By-law, or an Order to Prohibit an Open-Air Burn is being complied with.
- 7.2 Where the Chief Fire Official, or designate determines that an open-air burning is not in compliance with this By-law or with an Order to Prohibit an Open-Air Burn or Recreational Burn, a fee for inspecting the open-air burn may be imposed on the person contravening this By-law. Inspection and re-inspection fees and charges are set out by the Township's Fees and Charges By-law, as amended from time to time.
- 7.3 The fees imposed constitute a debt of the person to the Township of Blandford-Blenheim. The Township of Blandford – Blenheim may add fees to the tax roll and collect them in the same manner as municipal taxes on any property for which all the owners are responsible for paying the fees.

SECTION 8: ENFORCEMENT AND PENALTY

- 8.1 The authority to enforce the provisions of this by-law is hereby granted to the Chief Fire Official, or designate, Municipal Law Enforcement Officer appointed by the Township of Blandford-Blenheim and Officers of the Fire Services and Ontario Provincial Police.
- 8.2 Any person is guilty of an offence if he/she:
- a) Hinders, obstructs, or interferes with the Fire Marshal, an assistant to the Fire Marshal or Chief Fire Official, or designate in the exercise of his/her powers and duties;

- b) Prevents an inspector from entering land or premises under section 19/20 of the Fire Protection and Prevention Act, 1997, refuses to answer questions on matters relevant to the inspection, or provides the inspector with information, on matters relevant to the inspection, that the person knows, or ought reasonably to know, to be false or misleading;
- 8.3 Any person or corporation who contravenes any provision of this By-Law, is liable to a fine set as per the Township of Blandford-Blenheim Fees and Charges By-Law.
- 8.4 Any person or corporation who contravenes any provision of the Fire Protection and Prevention Act, 1997 is liable to a fine set by the Fire Protection and Prevention Act, 1997, as amended.
- 8.5 Any person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for by the Provincial Offences Act, R.S.O. 1990, Chapter P.33, as amended.
- 8.6 If this By-law is contravened and a conviction entered, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may, in addition to any other remedy and to any penalty that is imposed, make an order prohibiting the continuation or repetition of the offence by the person convicted.
- 8.7 If a contravention of this By-law results in the dispatch of Fire Department personnel and vehicles, and/or the use of a fire suppressant, the person or corporation and/or the property owner in control of the fire may be charged, at the discretion of the Chief Fire Official, or designate, for the cost of such response as set out by the Township's Fees and Charges By-law. Further to this that any such charge shall be subject to applicable taxes as a fee payable to the Municipality as per the Municipal Act, S.O. 2001, as amended, Chapter 25, Section 391.
- 8.7(1) The quantity and type of fire vehicles and personnel dispatched to respond for the purpose of extinguishing, controlling, or investigating any open-air fires are at the discretion of the Chief Fire Official, or designate
- 8.8 No person shall hinder or obstruct or attempt to hinder or obstruct the Chief Fire Official, or designate in the performance of his or her duties under this By-Law.

SECTION 9: SEVERABILITY

- 9.1 In the event of any conflict between any provision set forth in this By-law and any other regulation, the more restrictive provision shall apply.
- 9.2 If any section or portion thereof shall be declared by a court of competent jurisdictions to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the Ordinance. The remainder of the Ordinance shall remain in full force and effect.

SECTION 10: LIABILITY

10.1 Permission to set such fire herein shall not be deemed to relieve the applicant from, nor impose upon the Municipality, any civil or criminal liability that may otherwise be incurred by reason of the setting of such fire.

SECTION 11: REPEAL AND ENACTMENT

11.1 This By-law shall come into force and effect of the day of its final passing thereof.

SECTION 12: SHORT TITLE

12.1 This by-law shall be referred to as the “Open-Air Burning By-law”

That the effective date of this By-law shall be the date of final passage thereof.

By-law READ a FIRST and SECOND time this 5th day of July, 2023.

By-law READ a THIRD time and ENACTED in Open Council this 5th day of July, 2023.

Mark Peterson, Mayor

Rodger Mordue, CAO/Clerk

Schedule “A” – Materials

- 1) Wood and wood by-products that have not been chemically treated, painted or stained.
- 2) Paper and paper products.

Schedule “B” – Materials

- 1) Wood and wood by-products that have not been chemically treated, painted or stained
- 2) Paper and paper products
- 3) Cardboard
- 4) Brush
- 5) Tree stumps
- 6) Hay, straw, and dry grass (non-baled)
- 7) Yard waste, such as twigs and leaves
- 8) Other combustible materials only with the specific approval from the Chief Fire Official, or designate.

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

From: Dustin Robson, Development Planner, Community Planning

Request for Extension of Draft Approved Plan of Subdivision SB10-06-1 – Westside Communities (Plattsville) Inc.

REPORT HIGHLIGHTS

- A request has been received to extend approval of a draft plan of subdivision in the Village of Plattsville for two (2) years.
- The draft plan was originally approved in August 2012 and was later extended in 2015, 2017, 2019, and 2021. The most recent extension is scheduled to lapse on August 31, 2023.
- The subdivision currently consists of 34 lots for single-detached dwellings, 8 lots for live-work purposes, 2 blocks for highway commercial use and a stormwater management pond.
- Planning Staff recommend support of a two (2) year extension to provide additional time for the applicant to consider potential redline amendments to the existing draft plan of subdivision.

DISCUSSION

Background

OWNER: Westside Communities (Plattsville) Inc.
183 Dufferin Street, Guelph ON, N1H 4B3

AGENT: Moira Davidson (Stantec Consulting Ltd.)
100-300 Hagey Boulevard, Waterloo, ON, N2L 0A4

LOCATION:

The subject lands are described as Part Lots 16 & 17, Concession 12 (Blenheim) and Parts 1 & 2, Plan 41R-8446, Township of Blandford-Blenheim. The lands are located on south side of Albert Street East, east of Platt Street South, in the Village of Plattsville.

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-2"	Village of Plattsville Land Use Plan	Low Density Residential, Service Service Commercial & Open Space

TOWNSHIP OF BLANDFORD-BLENHEIM ZONING BY-LAW NO.1360-2002:

Existing Zoning:	Residential Type 1 Zone (R1) Highway Commercial Zone (HC) Special Highway Commercial Zone (HC-4) Open Space (OS)
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PROPOSAL:

An application has been received to extend approval of a residential draft plan of subdivision located on the south side of Albert Street East and east of Platt Street South in the Village of Plattsville, for an additional two (2) years.

The draft plan was originally approved in August 2012. Draft approval was later extended in 2015 in 2017, 2019 and again in 2021. The latest extension is scheduled to lapse on August 31, 2023. If the proposed two (2) year extension is approved, the new lapse date would be August 31, 2025. The plan of subdivision consists of 34 lots for single detached dwellings, 8 lots for live-work purposes, 2 blocks for highway commercial use and a stormwater management pond.

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

Plate 2, Aerial Map with Existing Zoning, provides an aerial view of the subject lands and the surrounding area.

Plate 3, Draft Approved Plan of Subdivision, shows the proposed lot and road configuration of the draft plan approved subdivision.

Planning Analysis

The applicant is proposing to extend approval of a residential draft plan of subdivision (SB10-06-1), for a period of two (2) years. While four extensions have been granted previously, Planning staff note that since the ownership of the lands changed in 2017, discussions have been ongoing with respect to a new subdivision application to be considered on the lands.

A new formal submission has been made for a Draft Plan of Subdivision, Official Plan Amendment, and a Zone Change and will be coming before both Township and Council Councils in the future. The current proposal being considered would increase the number of residential units from 42 units to 120 units, which would consist of 104 single detached dwelling units and 16 semi-detached dwelling units. There would no longer be any live/work units. The new proposal looks to keep the commercial block, however, it would be reduced from 2.8 ha (6.9 acres) to 1.6 ha (3.9 acres).

The landowners are currently reviewing the proposed layout of the new draft plan and will finalize the design before being brought forward for Council's consideration. If approved, the current subdivision approval would be replaced by the new subdivision proposal.

Two (2) year extensions are typically granted to ensure the applicant is actively working towards registration of the approved plan, as well as ensuring sufficient municipal servicing capacity exists to accommodate the proposed development.

As no concerns were raised as a result of agency circulation and the applicant is moving forward with a new subdivision application, Planning staff are satisfied that a two (2) year extension would be appropriate for the existing draft approved plan of subdivision. The proposed extension would apply to the existing draft plan and notwithstanding the submission of the new, revised plan, staff are of the opinion that a further two (2) year extension will not compromise Plattsville's sewer and water capacity. For Council's information, there is currently sufficient water and wastewater capacity in Plattsville to accommodate the revised draft plan.

In light of the foregoing, Planning staff recommend that draft plan approval be extended to August 31, 2025. A resolution from Township Council in support of the request is necessary for the County to grant an extension.

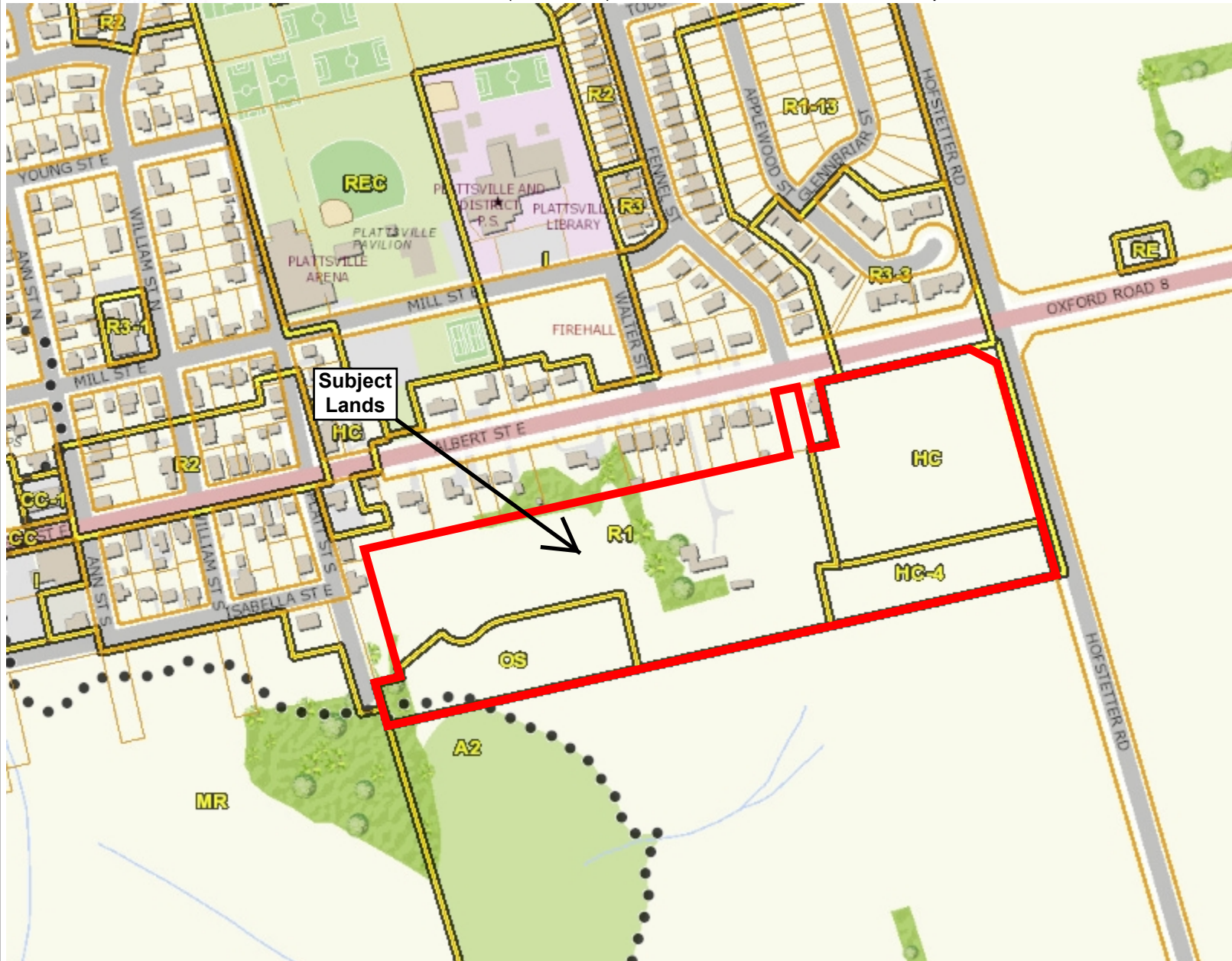
RECOMMENDATION

It is recommended that the Council of the Township of Blandford-Blenheim advise Oxford County that the Township supports a two (2) year extension of draft approval for the plan of subdivision submitted by West Side Communities (Plattsville) Inc. (SB10-06-1), for lands described as Part Lots 16 & 17, Concession 12 (Blenheim) and Parts 1 & 2, Plan 41R-8446, Township of Blandford-Blenheim, to August 31, 2025 to provide additional time to process submitted applications for draft plan of subdivision, official plan amendment, and zone change.

SIGNATURES

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

Approved for submission: *original signed by* Gordon K. Hough, RPP
Director



Subject Lands

Legend

- Parcel Lines**
 - Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary
- Environmental Protection/Flood Overlay**
 - Flood Fringe
 - Floodway
 - Environmental Protection (EP1)
 - Environmental Protection (EP2)
- Zoning Floodlines/Regulation Limit**
 - 100 Year Flood Line
 - 30 Metre Setback
 - Conservation Authority Regulation Limit
 - Regulatory Flood And Fill Lines
- Zoning (Displays 1:16000 to 1:500)**

Notes



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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

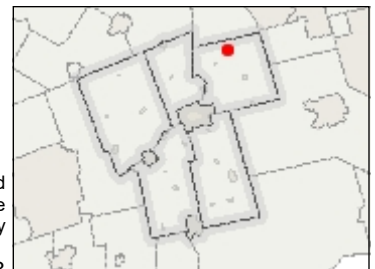
November 21, 2018



Legend

- Parcel Lines**
 - Property Boundary
 - Assessment Boundary
 - Unit
 - Road
 - Municipal Boundary
- Environmental Protection/Flood Overlay**
 - Flood Fringe
 - Floodway
 - Environmental Protection (EP1)
 - Environmental Protection (EP2)
- Zoning Floodlines/Regulation Limit**
 - 100 Year Flood Line
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- Zoning (Displays 1:16000 to 1:500)**

Notes



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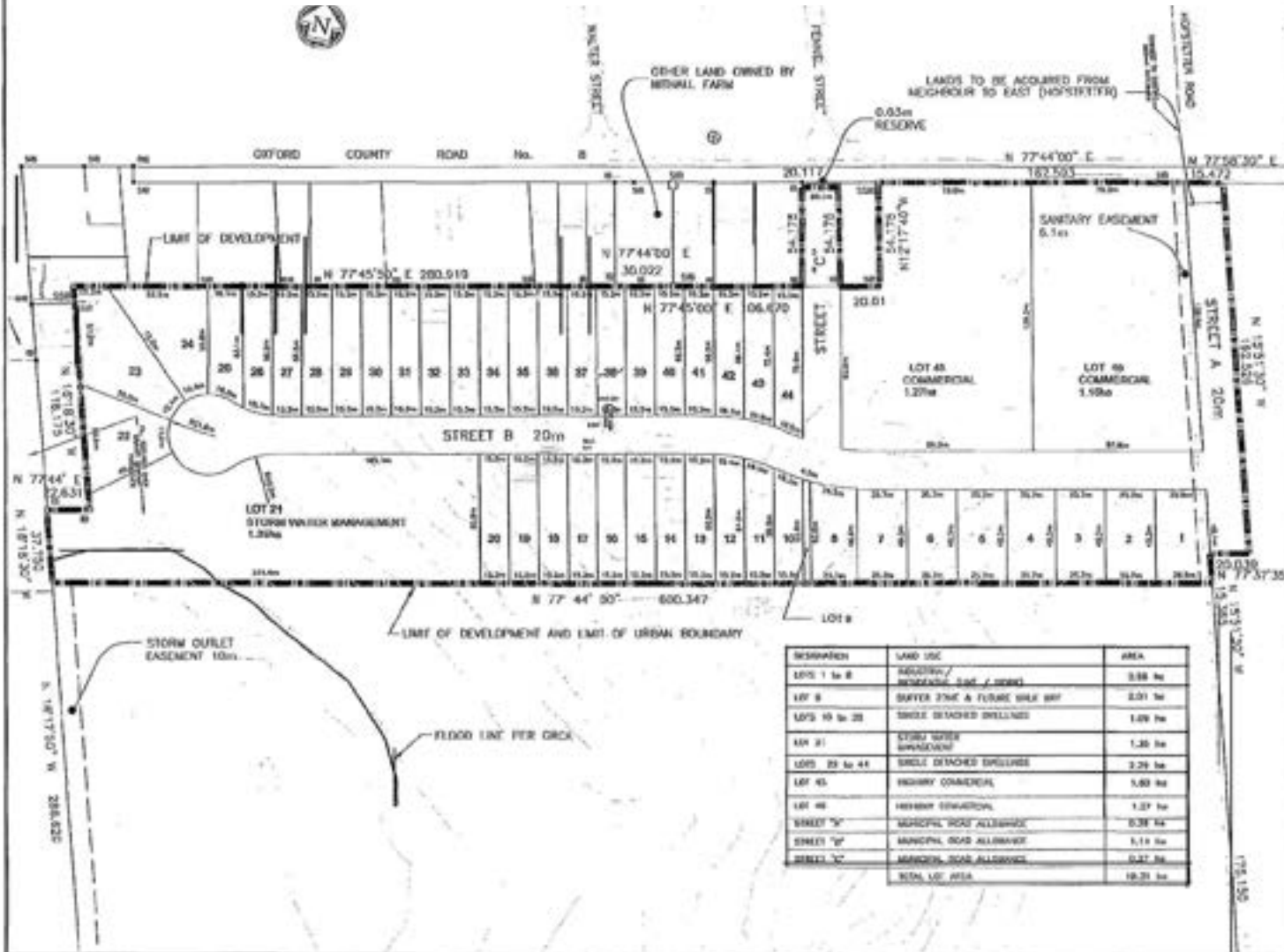
NAD_1983_UTM_Zone_17N



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November 21, 2018

Plate 3 - Draft Approved Plan of Subdivision
 File No.: SB 10-06-1 - West Side Communities (Plattsville) Inc.
 Part Lots 16 & 17, Concession 12 (Blenheim) and Parts 1 & 2, Plan 41R-8446, Village of Plattsville



SEQUENCE	LAND USE	AREA
LOTS 1 to 8	RESIDENTIAL / RECREATIONAL USE / OPEN	0.98 ha
LOT 9	STAFFER TRAIL & FUTURE SOLE WAY	0.01 ha
LOTS 10 to 20	SINGLE DETACHED DWELLINGS	1.09 ha
LOT 21	STORM WATER MANAGEMENT	1.20 ha
LOTS 22 to 44	SINGLE DETACHED DWELLINGS	2.29 ha
LOT 45	INDUSTRY COMMERCIAL	5.00 ha
LOT 46	HEAVY INDUSTRIAL	1.27 ha
STREET "A"	MUNICIPAL ROAD ALLOWANCE	0.38 ha
STREET "B"	MUNICIPAL ROAD ALLOWANCE	5.14 ha
STREET "C"	MUNICIPAL ROAD ALLOWANCE	0.27 ha
NON-LOT AREA		18.31 ha



DRAFT PLAN OF SUBDIVISION
 PART OF
 LOT 17, CONCESSION 12
 TOWNSHIP OF BLANFORD - GERRARD
PLATTSVILLE
 OXFORD COUNTY

SURVEYOR'S CORRECTION
 I HEREBY CORRECT THE ABOVE PLAN TO READ:
 [Signature]
 [Date]

OWNER'S CORRECTION
 I HEREBY CORRECT THE ABOVE PLAN TO READ:
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 [Date]
 [Signature]
 [Date]

- SECTION 51 (1) OF THE PLANNING ACT, R.S.O. 1990
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TOWN OF PLATTSVILLE
 SUBDIVISION
 DRAFT PLAN
 [Signature]
 [Date]



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Jim Borton Director of Public Works
Reviewed By:	Rodger Mordue	Date:	June 28, 2023
Subject:	Monthly Report	Council Meeting Date:	July 5, 2023
Report #:	PW-23-14		

Recommendation:

That Report PW-23-14 be received as information.

Capital

- Gobles CN Bridge – I have spoken to Robert from CN. The initial plan has been completed and are working on the layout. There have been some initial snags with the design layout in regards to speed and truck traffic. The Bridge contractor has committed to getting it completed this year. No time line has been set; the hope is early fall.
- Princeton Pond Expansion project – The pond is working well. They are finishing top soil and the access road around the main structure. Once that is cleaned up they will start the excavation of the last portion on the west side.
- Princeton Road Construction – GHN has is on schedule. They are currently working on Victoria St. Railway St. has the under ground completed and has a layer of B gravel on it. Calcium has been put down to help reduce the dust and GHN has been asked to ensure a better passage is maintained for the residence to access the driveways.
- Princeton Drain Crossing – We have finally received the locates along the tracks from CN. CN Flagging has been arranged for July 6 so that the monitoring wells can be put in place. They will need to be in place for 30 days and provided there is no issue's the boring will be able to place in August.
- The new GIR Fuel management system has been installed at the Drumbo shop.

County Shared Service/Road Association/Training

- Shared Services meeting – The service sharing committee met in SWOX. This was our last meeting until September, planning for our winter maintenance operators has started as well as joint tenders for surface treatment and crack filling. County also offered line painting and asphalt services if needed by the area municipalities.

- Road Association – Staff was sent to the AORS Trade Show in Strathroy, it is nice to be able to give them the opportunity to see new equipment and talk to venders about the products we use.
- AORS – I also attended the Trade Show. The AORS workshop and Board of Directors meeting was held in Barrie. At the workshop we worked on creating/maintaining association constitutions, laying out rolls and responsibilities for executive members and how viable associations like Oxford could help other associations that are struggling. At the board meeting we were given updates on the Associations mid-year performance and what is projected for the rest of the year. Oxford also held it's first official meeting for the 2025 Trade Show. We had a good turn out and set forth some plans to keep things moving in the right direction.

Other

- June is always a catch up month after the spring gravel and dust control. Staff has been washing bridge decks, sweeping intersections, cutting roadside grass and completed some ditch work and sidewalk grass repairs from the winter.
- Attending by-weekly progress meetings with KSmart & GHN in Princeton.
- Attending by-weekly progress meetings for the Cressridge subdivision.
- Met with suppliers to discuss prices for 2023 budget and availability.
- Coordinated the construction of the Romano storm water pond site in Princeton.
- Working with the Drainage Superintendent on finding suitable dump sites for the excess soil from the Princeton Drain project.
- Working with KSmart and Drainage Superintendent on the next phases of the Princeton project.
- Staff is continuing to meet with land owners at outdoor sites to discuss ditch or road issues.
- Public Works, Drainage & Community Services staff attended Book 7 Traffic Protection training.

Attachments None

Respectfully submitted by:



Jim Borton CRS-I
Director of Public Works



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Jim Harmer Drainage Superintendent
Reviewed By:	Rodger Mordue	Date:	June 28, 2023
Subject:	Monthly Report	Council Meeting Date:	July 5, 2023
Report #:	DS-23- 09		

Recommendation:

That Report DS-23-09 be received as information

Background:

Monthly activities of the Drainage Department to June 28, 2023

Analysis/Discussion

- Working on drain maintenance and various site meeting to review work required with ratepayers.
- Working with lawyer on compliance letters.
- Commenting on planning applications
- 28 locates for ON 1 Call in June 2023 including 1 emergency locates.
- Update of drainage mapping for ON 1 Call / OMAFRA / Township Web site and asset management, 100-year storm review, update SWMP mapping
- Mitchell Drain County and Region have submitted petitions for drainage works, for the construction work being proposed at Trussler Road and Oxford Road 8. Council has accepted petition from County and Region for improved outlet, Engineer appointed on September 4 2019. Kenn Smart (Project Engineer). Had meeting with Engineer, Folling and Hurlbut about next step. Site meeting January 29 2020 for the road petition. Engineer working on concept plans and cost estimates. Reviewed site with Curtis (P.ENG) and working on the next site meeting for Ratepayer to review option for new report with second site meeting summer of 2023. Review existing file with Kenn and Curtis site meeting in July.

- Princeton Drainage System 2022 Engineer has filed final report. Report dated July 29/22 filed with the Township on August 8, 2022. Consideration of report was September 7th, 2022. Court of revision at October 5th, 2022 council meeting, By-law 2313-2022 passed October 19 2022 3rd reading. Working on Construction of Romano SWMP with twp forces and local contractors. Contractor GHN work starting week of March 27 with proposed completion Sept 2023
- Princeton Drain Section 78 report has been approved by GRCA and council and will be add to the new Engineer's Report for Princeton Drainage System 2022 report filed as part of Princeton Drainage System 2022 consideration of report September 7th 2022 COR at October 5th 2022 council meeting, By-law passed October 19 2022 3rd reading. This project will be tender with Princeton Drainage System 2022 Phase 3 tender
- Hanchiruk Drain (Magda) petition received and P Eng. appointed at December 18 2019 council meeting, GRCA have been informed of the appointment. Site meeting with Magda and Engineer February 4 2020 engineer has been reviewing option with Magda. Drain is temporary on hold for Magda to review route options. ON HOLD
- Working on SWMP with engineer on the silting issue at the outlet at Fennel and Todd Way, final design has been reviewed and approved by Township Engineer, the repair work to the outlet to be done by Developer's Contractor work is 95% complete.
- McCrow Drain Council accepted petition for drainage on September 2, 2020. Engineer appointed October 7, 2020; project Engineer will be Curtis MacIntyre K Smart & Assoc. site meeting held March 23 2021. Engineer working on surveys and design and has sent info to GRCA for comments. 2nd site meeting was held on November 15th 2022. Report was filed on November 29 2022 was consider on December 21 2022 and By-law 2334-2022 was provisionly adopted. Court of Revision was January 18th 2023 third ready of by-law was March 1 2023. Construction started June 9th and work completed June 27th 2023
- Hughes Drain major settlement and major repair will be required See Section 78 report DS 22-03 appointment of Engineer. John Kuntze has accepted appointment as project Engineer from K Smart & Assoc site meeting summer 2023
- Hotson Drain drainage petition received by Council June 15 2022. Engineer appointed August 3, 2022, project Engineer will be Curtis MacIntyre of K Smart & Assoc. Onsite meeting was September 6th @10.00am at Township Road 8 and Blandford Road, working on survey. Had second site with ratepayer on June 27th 2023
- Holt Drain, Brant County have accepted Section 78 request. Brant have appointed K Smart & Assoc. (Curtis MacIntyre) Onsite meeting was on September 20th 2022 in Princeton engineer working on design options and survey
- HUBBARD KING DRAIN Township Road 8 and Hubbard Road petition by Jim Borton Director of Public Works received by Council June 1 2022 council appointed Engineer August 3 2022, project Engineer will be Curtis MacIntyre of K Smart & Assoc. Site meeting November 3rd 2022, working on Survey and design

- Baker Drain Council accepted petition on September 7th 2022 for repair and improvements. Engineer was appointed on October 19th 2022 project Engineer will be Curtis MacIntyre of K Smart & Assoc. Site meeting April 26 2023
- Working on Plattsville Development Phase 3 and 4 drainage report with Kenn Smart. Kenn has proposed that the revised assessment schedule for the area that is affected by the existing BLOCK ASSESSMENT be extended to the area of Plattsville Estates Phase 3A, 3B and Phase 4 that outlet into the SWMP on Fennel St. reviewing draft report. Had public meeting June 14 2023. Kenn working on final report with consideration by council August 2023
- Webinar on Oil and Grit Interceptors
- Working on CLI-ECA (Consolidated Linear Infrastructure – Environmental Compliance Approval) MECP issued final approval on March 7th ,2023. (ECA Number 334-S701)
- Attended by 2 council meeting
- Attended Staff Meeting
- Working on Drumbo SWMP on details of ownership and existing subdivision agreements
- Working on updates on the Municipal Service Standards
- 2 day holidays
- WHMIS training
- OHSА workplace harassment training
- Attended Site meetings Cressridge Dev and Princeton Drain

Financial Considerations:

None

Attachments:

Respectfully submitted by:

Jim Harmer

Jim Harmer Drainage Superintendent



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To: Members of Council

From: Trevor Baer

Reviewed By: Rodger Mordue, CAO/Clerk

Date: June 28 2023

Subject: Monthly Report – June

Council Meeting Date:
July 5 2023

Report #: CS-23-10

Recommendation:

That Report CS-23-10 be received as information.

Background:

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

Analysis/Discussion

Administration

Staff helped with the splash pad grand opening and community fun day at the Plattsville Park. This was well attended by the general public. We had a ribbon cutting at this event. We are still going to do pictures with each sponsor, this will take place in the next couple weeks.

Arena

Staff are doing work in the arena, which includes fixing the boards for the rink, painting, and just general repairs to the building.

The new Zamboni has been delivered in the month of June, It will not be used till ice season starts and the warranty will not kick in till September.

Parks

We had one CO ED tournament at the Drumbo park during the month of June, it went over well. It was the annual Drumbo fire department CO ED tournament.

The new lights should all be installed in the baseball diamonds this week, the includes Princeton, Drumbo and Plattsville. They might have to do a bit of work next week to point them if light is not equal on the baseball field.

Cemetery's

Staff attended a planning meeting for the Princeton Cemetery decoration day. This will take part on August 20 at 2pm., in the Princeton Cemetery, if it raining it will be in the Princeton Hall.

Staff have had a meeting with company to repair foundations in the Princeton cemetery, this work will get started late August early September.

Thanks

Trevor Baer



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To:	Members of Council	From:	Denise Krug, Director of Finance/Treasurer
Reviewed By:	Rodger Mordue	Date:	June 19, 2023
Subject:	Funding of the 2022 Deficit	Council Meeting Date:	July 5, 2023
Report #:	TR-23-11		

Recommendation:

That Report TR-23-11 be received as information;

And further that the 2022 general deficit of \$31,185.60 be funded from the Tax Rate Stabilization Reserve and the building department deficit of \$39,619 be funded from the Building Reserve.

Background:

On November 7, 2012 Council approved a policy establishing the Property Tax Rate Stabilization (PTRS) Reserve and that any operating surplus would not be taken into the operating budget but placed in reserves. The report described the purpose of the PTRS reserve is to “allow for a reasonable degree of budget error; and mitigate the financial impacts of emergency situations and unforeseen changes in the economy”.

The policy states that “Any operating deficit shall be funded from the PTRS Reserve Fund up to the full amount available with any remaining deficit included in the tax rate to be recovered from property owners in the year immediately following the year of the deficit.”

Currently, the balance in the tax stabilization reserve is \$321,562.10.

Analysis/Discussion:

The 2022 operating deficit is \$31,185.60 and is a result of several factors. The largest contributors to this deficit were:

- Gas & Oil expenses \$52,258 over budget (Public Works only)
- Vehicle Expenses for all departments \$128,304 over budget (includes fuel for Fire & Community Services departments)

There were some significant increases to some of these accounts in the 2023 budgets as these expenses continue to be high.

It is recommended that the Township's 2022 deficit of \$31,185.60 be funded from the Property Tax Rate Stabilization Reserve.

The Building department had a 2022 budget of \$40,130 to be funded from taxation. The year end totals came in \$39,619 over budget. This amount was taken from the Building reserve to help mitigate the overall deficit of the Township, leaving the Building reserve balance at \$102,958.50.

Financial Considerations:

See Above

Attachments:

None

Respectfully submitted by:

Denise Krug
Director of Finance/Treasurer



TOWNSHIP OF BLANDFORD-BLENHEIM

Agenda Item

To: Members of Council
From: Rodger Mordue, CAO/Clerk

Reviewed By: N/A
Date: June 26, 2023

Subject: Unopened road allowances in Lot 13 Concession 6
Council Meeting Date: July 5 2023

Report #: CAO-23-14

Recommendation:

That Report CAO-23-14 be received; and,

That that staff be directed to prepare a by-law to close up the original road allowances in Lot 13, Concession 6.

Background:

The property south of Maitland Street was sold for residential development. In 2022 a portion of Centre Street which was identified under the Land Titles Act and was actually a street was closed at the developer's request. The lawyer working on behalf of the developer has now discovered that further roads that were thought to have been closed under the Land Registry Act were never officially closed by By-law. This is quite common and has only been coming to light recently since the property registration system in the province became digital when it switched to land titles.

In order to clean up property title the solicitor has requested that these road allowances be officially closed. Attached to this report is a survey of the property with the land in question highlighted

Analysis/Discussion:

When the settlement areas in the Township were originally established the street allowances were generally laid out in a grid pattern. In the south end of Drumbo Catherine Street, South Street and Henry Street were drawn on a map but were never fully opened.

Over the years the Township has closed these unopened road allowances at the request of landowners when they have been discovered. It was recently brought to staff's attention that unopened road allowances still exist south of Maitland Street in Lot 13, Concession 6. The

landowner is working on plans for a residential development on these lands. When that happens, new street will be included in it and then turned over to the Township once constructed.

Financial Considerations:

- N/A

Attachments:

- Property plan.

Respectfully submitted by:

Rodger Mordue
CAO/Clerk



SCHEDULE (LAND TITLES ACT)

Part	Lot	Part	Part
1	LOT 1	2	LOT 2
3	LOT 3	4	LOT 4

SCHEDULE (REGISTRY ACT)

Part	Lot	Part	Part
1	LOT 1	2	LOT 2
3	LOT 3	4	LOT 4
5	LOT 5	6	LOT 6
7	LOT 7	8	LOT 8
9	LOT 9	10	LOT 10
11	LOT 11	12	LOT 12
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33	LOT 33	34	LOT 34
35	LOT 35	36	LOT 36

NORTHWEST QUARTER, LOT 13, CONCESSION B
 10 400-100 01

SOUTHWEST QUARTER
 LOT 13, CONCESSION B
 10 400-100 02

SOUTHEAST QUARTER, LOT 13, CONCESSION B
 10 400-100 03



THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER **2377-2023**

Being a By-law to stop up and close the unopened road allowances of Catherine Street, South Street and Part of Henry Street within Lot 13 Concession 6, formerly in the Township of Blenheim, now in the Township of Blandford-Blenheim, County of Oxford. More particularly described as Parts 5, 6, 8 and 11, Plan 41R-10506

WHEREAS Section 8 of the Municipal Act, S.O. 2001, Chapter 25, and amendments thereto, provides that the power to a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate;

AND WHEREAS Section 34 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that Council may pass a by-law to close a highway and provides the procedures for closure therein;

AND WHEREAS it is considered expedient to proceed to stop up and close the unopened road allowances for Catherine Street, South Street and Part of Henry Street within Lot 13 Concession 6, formerly in the Township of Blenheim, now in the Township of Blandford-Blenheim, County of Oxford. More particularly described as Parts 5, 6, 8 and 11, Plan 41R-10506;

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

1. That the unopened road allowances described as lying and being in the Township of Blandford-Blenheim, formerly Blenheim, in the County of Oxford and being composed of the roads and public highways known as Catherine Street, South Street and Part of Henry Street within Lot 13 Concession 6, formerly in the Township of Blenheim, now in the Township of Blandford-Blenheim, County of Oxford. More particularly described as Parts 5, 6, 8 and 11, Plan 41R-10506.
2. That the effective date of this By-law shall be the date of final passage thereof.

By-law **READ** a **FIRST** and **SECOND** time this 5th day of July, 2023.

By-law **READ** a **THIRD** time and **ENACTED** in Open Council this 5th day of July, 2023.

Mark Peterson, Mayor

Rodger Mordue, CAO/Clerk

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER **2378-2023**

Being a By-law to provide for regulation and control for the setting of and prevention of fires.

WHEREAS Section 7.1 (1) (b) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4 provides that Council may pass by-laws regulating the setting of open air fires, including establishing the times during which open-air fires may be set;

AND WHEREAS Section 7.1 (3) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, provides that a by-law under this section may deal with different areas of the municipality differently;

AND WHEREAS Section 7.1 (4) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, provides that a municipality may appoint a Chief Fire Official, or designate to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether by-laws enacted in accordance with this section are being complied with;

AND PURSUANT to the provisions of the Municipal Act 2001;

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

SECTION 1: DEFINITIONS

- 1.1 “*Agricultural Burn*” means any open-air burning specific to farm operations not including demolition. (see “special burn”)
- 1.2 “*Appropriate Weather Conditions*” shall mean that the wind speed does not exceed 15 kilometres per hour and that it is not raining nor foggy, nor is there a declared smog or weather quality alert. The appropriate Federal and/or Provincial Government agency shall be used as the source of this information.
- 1.3 “*Approved*” means approved by the Chief Fire Official, or designate or his/her designate
- 1.4 “*Ban or Burn Ban*” on open-air fires means a restriction or prohibition on open-air fires issued by the Chief Fire Official, or designate or his/her designate.
- 1.5 “*By-products*” shall include smoke and ash.
- 1.6 “*Chief Fire Official, or designate*” means the Assistant to the Fire Marshal who is the Municipal Chief Fire Official, or designate for Blandford-Blenheim, or a member or

members of the fire department appointed by the Municipal Chief Fire Official, or designate under Article 1.1.1.2. of Division C or a person appointed by the Fire Marshal under Article 1.1.1.1. of Division C.

- 1.7 “*Council*” shall mean the Corporation of Township of Blandford-Blenheim.
- 1.8 “*Controlled Burn*” is defined as a burn that has been authorized, verbally or in writing, by the Township of Blandford-Blenheim Chief Fire Official, or designate or designate and under the conditions set out in the permit.
- 1.9 “*Due care*” is defined as all necessary precautions to control and prevent the spread of fire.
- 1.10 “*Extinguished*” is defined as a fire, which has been quenched with water or all sources of heat have been eliminated by other means and the fire is verified by the permit holder or agent to be completely out.
- 1.11 “*Fire permit*” to be used interchangeably with burn permit, means a verbal or written conditional authorization issued and administered by the municipality to set or maintain an open-air fire, as per any restrictions and conditions contained in this by-law or as may be specified on the permit itself.
- 1.12 “*Necessary precautions*” is defined as sufficient equipment, machinery and/or manpower, which shall be provided to control, extinguish, and/or prevent the spread of fire.
- 1.13 “*Non-recreational burn*” refers to any fire set in open-air taking place in a rural area (outside designated settlement areas and rural clusters).
- 1.14 “*Open-air burn*” means any fire that is set in the open-air. In the Township of Blandford - Blenheim, there are three approved types of open-air burns: recreational; non-recreational/agricultural; and special.
- 1.15 “*Municipal Property*” shall include any property owner or operated by the Municipality, but does not include any property which is leased out by the Municipality.
- 1.16 “*Negative Impact*” means one or more of:
 - i. actual damage to property or to plant or animal life;
 - ii. harm or material discomfort to any person;
 - iii. impairment of the safety of any person
 - iv. loss of normal use of property; or
 - v. interference with normal conduct of business.
- 1.17 “*Permit*” shall mean permission and/or fire permit issued by the Chief Fire Official, or designate to set a fire in the open-air for a specified period.
- 1.18 “*Recreational open-air burn*” shall mean a small outdoor fire, such as a campfire, being no larger than 2 feet in diameter, and burning only of natural woods as a source of fuels within a pit or non-combustible container.

- 1.19 “*Special burn*” refer to specific, permitted burning related to structure demolition (removal), or any material part thereof, or any other burning which has been approved by the Chief Fire Official, or designate.
- 1.20 “*Open-air Burning*” shall mean burning or combustion of materials in any open place including yards, fields or construction areas which are not enclosed by a building or structure.
- 1.21 “*Permitted Campground*” means a “campground” or “recreation trailer park” as defined and permitted by the Blandford-Blenheim Zoning By-law.

SECTION 2: ADMINISTRATION

- 2.1 The administration of this by-law shall be the responsibility of the Chief Fire Official, or designate except with regard to enforcement which shall be the responsibility of the Chief Fire Official, or designate and any Provincial Offences Officer.
- 2.2 This by-law shall apply to all lands and premises within the Township of Blandford-Blenheim.
- 2.3 This By-law does not apply to the use of a listed fuel-fired appliance that is not used for the purposes of cooking. These appliances shall be used in accordance with manufacturer instruction.

EXEMPTIONS

- 2.4 As per Ontario Fire Code Regulation 2.4.4.4. open-air burning shall not take place unless it has been approved (i.e., permit has been issued), unless the open-air burning consists of a small, confined fire that is used to cook food on a grill, barbecue or spit, commensurate with the type and quantity of food being cooked, and supervised at all times. It is not the intent of this By-law to prohibit the use of fire for legitimate cooking or personal warmth, provided it conforms to the requirements outlined above and in section 3 of this By-law.

SECTION 3: GENERAL PROVISIONS

- 3.1 From and after the passing of this By-law, no person, either directly or through agents, servants or workmen, shall set fire to burn or cause or permit to be burned in the open-air within the Township of Blandford-Blenheim any material or building or structure whether standing or demolished or any part thereof subject only to the exceptions herein.
- 3.2 Open-Air Burning for recreational purposes, except at a public event, is deemed to be approved by the Chief Fire Official, or designate if:
- a) The fire is contained in a Fire Pit which is no more than one square metre in area;
 - b) The fire is at least 15 metres from any building, structure, hedge, fence, vehicular roadway of any kind or nature, overhead wiring or any property line, unless otherwise approved by the Chief Fire Official, or designate or within a site of a permitted campground;

- c) The fire is at least 5 metres from any object or material with potential to ignite;
- d) The perimeter of the fire does not exceed the size of the Fire Pit;
- e) The fire is attended, controlled and supervised at all times;
- f) steps are taken to ensure that smoke caused by the fire does not have an adverse affect on the visibility of motorists using roads in the vicinity of the burn;
- g) The owner or occupant takes steps to ensure that adjacent properties are protected and that the by-products of the fire do not have a negative impact on persons, pets or the environment;
- h) The fire is not occurring on any road allowance or Municipal Property without written permission of the Municipality;
- i) An effective extinguishing agent of sufficient size and with the capability of extinguishing the fire is immediately available for use;
- j) The fire is conducted in such a manner as to preclude the escape of fire or the escape of combustible solids such as sparks and ash from the fire;
- k) The fire is burned in appropriate weather conditions;
- l) The only materials being burned are those listed in Schedule 'A,' forming part of this by-law; and
- m) The fire is completely extinguished before the site is vacated.

3.3 Open-Air Burning – Non-Recreational and Agricultural Burns:

- (a) No person shall conduct a Non-Recreational and/or Agricultural open-air burn within the boundaries of Township of Blandford-Blenheim unless permission has been granted by the Chief Fire Official, or designate.
- (b) Every person shall comply with the following regulations which apply to open-air burnings:
 - i. The fire is located on land designated for residential or agricultural use in the Municipal zoning by-law;
 - ii. The fire is conducted between sunrise and sunset;
 - iii. only materials as set out in Schedule 'B', forming part of this by-law, are burned;
 - iv. The fire does not cover a ground area exceeding 9 square metres;
 - v. The fire must be always supervised, not left unattended and extinguishment must be confirmed before leaving the area;
 - vi. No burning of petroleum-based products or synthetic materials will be permitted;
 - vii. No burning of brush or wood products generated from off-site locations, all materials must originate on the landowner's property;
 - viii. Burns shall be located such that a minimum of 15 meters of separation to property lines, or structures is maintained; and
 - ix. The fire is confined to an area at least 5 metres from any object or material with potential to ignite.

3.4 Open-Air Burning – Special Burns:

- a) No person shall conduct a special open-air burn within the boundaries of Township of Blandford-Blenheim unless permission has been granted by the Chief Fire Official, or designate in the form of a fire permit.

- b) Special burn permits may be issued for open-air burning that does not meet the criteria for recreational, non-recreational or agricultural open-air burn permits (i.e., demolition of structures, agricultural buildings or accessory structures). The Chief Fire Official, or designate has the right to approve or deny all special open-air burn permit applications.
 - c) Every person shall comply with the following regulations which apply to special open-air burnings:
 - i. Special burns are only permitted in rural areas, and not permitted in settlement areas or rural clusters, unless approved by the Chief Fire Official, or designate;
 - ii. Open-air burning is only permitted with an activated special open-air burning permit. No person shall have a special open-air burn prior to a site visit by the Chief Fire Official, or designate or designate;
 - iii. The Chief Fire Official, or designate, or designate, will conduct a site visit to adequately assess whether or not a permit may be granted. Specific conditions of special burns will be noted by the Chief Fire Official, or designate, or designate, and must be met at the time of the burn;
 - iv. Burns shall be located at least fifteen (15) meters from any combustible structure, vegetation, or materials;
 - v. Special open-air burning must be completely extinguished before dark, unless otherwise authorized by the Chief Fire Official, or designate, in which case the burn will be supervised until it is completely extinguished;
 - vi. No burning of petroleum-based products or synthetic materials will be permitted;
 - vii. No burning of brush or wood products generated from off-site locations, all materials must originate on the landowner's property;
 - viii. The fire must always be supervised, not left abandoned, and extinguishment must be confirmed before leaving the area;
 - ix. The landowner must notify the Township at the phone number provided on the valid burn permit at least 30 minutes prior to the start of the burn, or Monday to Friday between 8am and 5pm;
 - x. The permit is issued to allow *Open-air Burning* between sunrise and sunset, for no more than three (3) consecutive days. An extension of time may be granted at the discretion of the Chief Fire Official, or designate;
 - xi. Controlled burning signs must be obtained from Township Staff, displayed as directed during all burning activities and returned when completed.
- 3.5 No one shall install, use, and maintain an unlicensed incineration device for the burning of garbage or other refuse in any class or classes of building. This includes the utilization of burn barrels, and/or any other metal drums which are taller than they are wide.
- 3.6 All open-air burns and fire permits will be suspended on days where a special weather statement has been issued by Environment Canada, or on days that the Township has issued a ban. The appropriate Federal and/or Provincial Government agency shall be used as the source for smog and weather-related information. The Chief Fire Official, or designate reserves the right to ban fires on any day.

SECTION 4. FIRE PERMIT

- 4.1 The following permit fees are outlined in the Blandford – Blenheim Fees and Services By-Law
- a) Non-Recreational and Agricultural Fire Permits – No charge
 - b) Recreational Fire Permits – No charge
 - c) Special Fire Permits – fee of \$50 for one three-day period per property, requires special approval by the Chief Fire Official, or designate.
- 4.2 The Fire Permit application is available at the Blandford-Blenheim Municipal Office. All applications shall be reviewed by the Chief Fire Official, or designate to ensure:
- a) That no provincial enactment, law, or regulation shall be infringed by the setting of such fire;
 - b) That the fee for such permit, if any, be paid by the applicant, and the amount of such fee shall be set by Council, may be amended from time to time as deemed necessary by Council. Fees will be listed in the Township’s Rates and Fees By-law;
 - c) Non-recreational, agricultural or special burns shall not be set on any street, parks, private or public property that in the opinion of the Chief Fire Official, or designate or designate is deemed to be within a designated settlement area or rural cluster. Recreational burning may be permitted in rural areas with a valid recreational open-air burn permit. Open-air burns in settlement areas or rural clusters may be permitted with a valid recreational burn permit only;
 - d) Every person setting a fire herein permitted shall exercise such due care and take such necessary precaution as may be required to avoid endangering persons or property in the vicinity thereof, and shall remain in constant attendance at such fire until the same is extinguished, and shall take precautions and follow such directions as may be set by the Chief Fire Official, or designate whether before, during, or after setting such fire;
 - e) All conditions and special conditions listed on the Township of Blandford-Blenheim Fire Permit shall be strictly adhered to or the Fire Permit shall be revoked.
- 4.3 Prior to granting a permit to conduct *Open-air Burning*, the *Chief Fire Official, or designate* may give consideration to:
- a) the results of an on-site inspection;
 - b) the size of the proposed fire;
 - c) the safety measures proposed;
 - d) the supervision arrangements proposed;
 - e) the time of year and the time of day;
 - f) the type of special event;
 - g) the materials to be burned;
 - h) the anticipated weather conditions; and
 - i) any other relevant considerations.
- 4.4 The *Chief Fire Official, or designate* may attach such conditions as deemed appropriate to any permit granted for *Open-air Burning*.

SECTION 5: ORDER TO DISCONTINUE ACTIVITY, EXTINGUISH and PROHIBIT

- 5.1 If it is found that there is a violation to the general provisions (see Section 3) of this By-law, the owner, occupant, or permit holder shall immediately discontinue the activity or extinguish a Non-Recreational/Agricultural/Special Open-Air Burn or a Recreational Open-Air Burn if directed or ordered to do so by the Chief Fire Official, or designate.
- 5.2 The Chief Fire Official, or designate may issue an Order to Prohibit an Open-Air Burn or Recreational Open-Air Burn. No person shall disobey an Order to Prohibit an Open-Air Burn or Recreational Open-Air Burn.
- 5.2(1) An Order to Prohibit Open-Air Burn or Recreation Open-Air Burns shall set out:
- a) The municipal address of the property on which the contravention occurred;
 - b) The name of the property owner and/or occupant;
 - c) The date of the contravention;
 - d) The contravention of the By-law;
 - e) The date by which there must be compliance with the order; and
 - f) The date on which the order expires.
- 5.3 If an Order to Prohibit an Open-Air Burn or Recreational Open-Air Burn is issued, the Chief Fire Official, or designate may instruct the Township of Blandford - Blenheim to recover amounts and expenses incurred in carrying out an Order, or expenses incurred to remove or reduce an immediate threat to life on the land or premises as set out in the Fire Protection and Prevention Act, 1997.
- 5.4 Every person who fails to comply with an Order to Prohibit an Open-Air Burn or Recreational Open-Air Burn is guilty of an offence and on conviction is liable to a fine set out in the Fire Protection and Prevention Act, 1997. The imposition or payment of the fine does not relieve the person from complying with the order.
- 5.5 Any person who removes a copy of an Order to Prohibit an Open-Air Burn or Recreational Open-Air Burn, or of a noticed posted without the approval of the Fire Marshal, an assistant to the Fire Marshal, or a Chief Fire Official, or designate, is guilty of an offence and on conviction is liable as per the Fire Protection and Prevention Act, 1997.

SECTION 6: REMEDIAL COSTS

- 6.1 Should a person default in complying with the provisions of this By-law, with an Order to Discontinue Activity and/or an Order to Extinguish, the fire may be extinguished at the person's expense as per the Township's Fees and Charges By-law, as amended from time to time at the discretion of the Chief Fire Official, or designate.
- 6.2 Nothing in this schedule of fees and charges shall be construed as limiting the rights of the Township of Blandford-Blenheim to seek restitution for other direct or consequential damages or costs incurred beyond those listed.

- 6.3 The Township may enter on land for the purpose of extinguishing a fire under subsection 6.1. and under powers of entry as per the Fire Protection and Prevention Act, 1997. Subsection 13(1)(a).
- 6.4 The power of entry under this Part shall be exercised by the Chief Fire Official, or designate, as defined in this By-law. The person exercising the power of entry must, on request, display or produce proper identification. The person exercising the power of entry may be accompanied by a person under his or her direction.
- 6.5 Should any land owner or occupant fail to extinguish a fire when ordered to do so by the Chief Fire Official, or designate, the Chief Fire Official, or designate may take action to have the fire extinguished, and the person who owns or occupies the land on which the open burning is located shall be responsible for any and all costs incurred by the Blandford-Blenheim Fire Services in its efforts to extinguish the fire.
- 6.6 In the event that the owner or owners of lands and premises fail to reimburse the Township for the costs of control, suppression, and extinguishment of any fire as set forth above, the amount of such costs shall be added to the tax roll for the property upon which the fire had occurred and thereafter collected in the same manner as municipal taxes.

SECTION 7: INSPECTIONS AND INSPECTION FEE

- 7.1 The Chief Fire Official, or designate may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether this By-law, or an Order to Prohibit an Open-Air Burn is being complied with.
- 7.2 Where the Chief Fire Official, or designate determines that an open-air burning is not in compliance with this By-law or with an Order to Prohibit an Open-Air Burn or Recreational Burn, a fee for inspecting the open-air burn may be imposed on the person contravening this By-law. Inspection and re-inspection fees and charges are set out by the Township's Fees and Charges By-law, as amended from time to time.
- 7.3 The fees imposed constitute a debt of the person to the Township of Blandford-Blenheim. The Township of Blandford – Blenheim may add fees to the tax roll and collect them in the same manner as municipal taxes on any property for which all the owners are responsible for paying the fees.

SECTION 8: ENFORCEMENT AND PENALTY

- 8.1 The authority to enforce the provisions of this by-law is hereby granted to the Chief Fire Official, or designate, Municipal Law Enforcement Officer appointed by the Township of Blandford-Blenheim and Officers of the Fire Services and Ontario Provincial Police.
- 8.2 Any person is guilty of an offence if he/she:
- a) Hinders, obstructs, or interferes with the Fire Marshal, an assistant to the Fire Marshal or Chief Fire Official, or designate in the exercise of his/her powers and duties;

- b) Prevents an inspector from entering land or premises under section 19/20 of the Fire Protection and Prevention Act, 1997, refuses to answer questions on matters relevant to the inspection, or provides the inspector with information, on matters relevant to the inspection, that the person knows, or ought reasonably to know, to be false or misleading;
- 8.3 Any person or corporation who contravenes any provision of this By-Law, is liable to a fine set as per the Township of Blandford-Blenheim Fees and Charges By-Law.
- 8.4 Any person or corporation who contravenes any provision of the Fire Protection and Prevention Act, 1997 is liable to a fine set by the Fire Protection and Prevention Act, 1997, as amended.
- 8.5 Any person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for by the Provincial Offences Act, R.S.O. 1990, Chapter P.33, as amended.
- 8.6 If this By-law is contravened and a conviction entered, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may, in addition to any other remedy and to any penalty that is imposed, make an order prohibiting the continuation or repetition of the offence by the person convicted.
- 8.7 If a contravention of this By-law results in the dispatch of Fire Department personnel and vehicles, and/or the use of a fire suppressant, the person or corporation and/or the property owner in control of the fire may be charged, at the discretion of the Chief Fire Official, or designate, for the cost of such response as set out by the Township's Fees and Charges By-law. Further to this that any such charge shall be subject to applicable taxes as a fee payable to the Municipality as per the Municipal Act, S.O. 2001, as amended, Chapter 25, Section 391.
- 8.7(1) The quantity and type of fire vehicles and personnel dispatched to respond for the purpose of extinguishing, controlling, or investigating any open-air fires are at the discretion of the Chief Fire Official, or designate
- 8.8 No person shall hinder or obstruct or attempt to hinder or obstruct the Chief Fire Official, or designate in the performance of his or her duties under this By-Law.

SECTION 9: SEVERABILITY

- 9.1 In the event of any conflict between any provision set forth in this By-law and any other regulation, the more restrictive provision shall apply.
- 9.2 If any section or portion thereof shall be declared by a court of competent jurisdictions to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the Ordinance. The remainder of the Ordinance shall remain in full force and effect.

SECTION 10: LIABILITY

10.1 Permission to set such fire herein shall not be deemed to relieve the applicant from, nor impose upon the Municipality, any civil or criminal liability that may otherwise be incurred by reason of the setting of such fire.

SECTION 11: REPEAL AND ENACTMENT

11.1 This By-law shall come into force and effect of the day of its final passing thereof.

SECTION 12: SHORT TITLE

12.1 This by-law shall be referred to as the “Open-Air Burning By-law”

That the effective date of this By-law shall be the date of final passage thereof.

By-law READ a FIRST and SECOND time this 5th day of July, 2023.

By-law READ a THIRD time and ENACTED in Open Council this 5th day of July, 2023.

Mark Peterson, Mayor

Rodger Mordue, CAO/Clerk

Schedule “A” – Materials

- 1) Wood and wood by-products that have not been chemically treated, painted or stained.
- 2) Paper and paper products.

Schedule “B” – Materials

- 1) Wood and wood by-products that have not been chemically treated, painted or stained
- 2) Paper and paper products
- 3) Cardboard
- 4) Brush
- 5) Tree stumps
- 6) Hay, straw, and dry grass (non-baled)
- 7) Yard waste, such as twigs and leaves
- 8) Other combustible materials only with the specific approval from the Chief Fire Official, or designate.

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER 2379-2023

A By-law to amend Zoning By-Law Number 1360-2002, as amended.

WHEREAS the Municipal Council of the Corporation of the Township of Blandford-Blenheim deems it advisable to amend By-Law Number 1360-2002 as amended.

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

1. That Section 2.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting the word “Serviced” in the phrases “Key Maps 19 & 20: Bright (Serviced Village)”, “Key Map 37: Innerkip (Serviced Village)” and “Key Maps 57, 58, 59: Princeton (Serviced Village)” in subsection 2.7.2.
2. That Section 4.0 to By-Law Number 1360-2002, as amended, is hereby further amended by deleting and replacing the following definitions:

“DWELLING” - “CONVERTED DWELLING”, means a *single detached dwelling* which has been altered or converted to contain no more than four *dwelling units*, unless otherwise specified in this By-law.

“DWELLING” - “MULTIPLE UNIT DWELLING”, means a *dwelling* consisting of three or more *dwelling units*, which are horizontally and/or vertically attached, which may be entered from an independent entrance directly from the outside or from an internal common space or an access balcony and in which 50% or more of *dwelling units* have direct access to grade or a roof terrace. A *multiple unit dwelling* includes a triplex, a fourplex, a sixplex and a townhouse, but shall not include an *additional residential unit*, a *converted dwelling*, a *street fronting townhouse* or an *apartment dwelling*.

“DWELLING” - “SEMI-DETACHED DWELLING”, means one of a pair of two attached *dwelling units*, divided in whole or in part by a common interior vertical wall with a minimum area above grade of 10 m² (107.6 ft²), each of which has an independent entrance either directly from the outside or through a common vestibule.

“DWELLING UNIT”, means a suite of two or more rooms, designed or intended to be used for human habitation and to accommodate a single household, in which sanitary conveniences and cooking facilities are provided and which has a private entrance either from the outside of the *building* or through a common hallway or vestibule.

“PARKING AREA”, means an area provided for the parking of *motor vehicles* and may include *parking aisles*, *parking spaces* and ingress and egress lanes, but shall not include any part of a public *street*. *Parking area* may include a *private garage*, unless otherwise specified in this Zoning By-law.

“PARKING SPACE”, means an area having an adequate means of ingress and egress to and from a public *street*, *lane* or *parking aisle* for the temporary parking or storage of

motor vehicles, and may include a *private garage*, unless otherwise specified in this Zoning By-law.

3. That Section 4.0 to By-Law Number 1360-2002, as amended, is hereby further amended by adding the following new definitions in alphabetical order and amending the “Index of Definitions” accordingly:

“ADDITIONAL RESIDENTIAL UNIT”, means a *dwelling unit* located within the *principal dwelling* on the *lot* or in a permanent detached *accessory building* on the *lot*, and which is secondary and subordinate to the *principal dwelling* on the *lot*. *Additional residential unit(s)* shall not include a *trailer*, a *mobile home*, a *motor home* or *recreational vehicle* as defined herein.

“DWELLING” - “PRINCIPAL DWELLING”, means the *single detached dwelling*, *semi-detached dwelling*, or *street fronting townhouse dwelling* that has been *altered* to contain *additional residential unit(s)* and/or is located on the same *lot* as an *additional residential unit* in an *accessory building*.

“INDIVIDUAL ON-SITE SEWAGE SYSTEM”, means sewage systems, as defined in O. Reg. 332/12 under the Building Code Act, 1992, that are owned, operated and managed by the owner of the *lot* upon which the system is located.

“INDIVIDUAL ON-SITE WATER SYSTEM”, means individual water supply systems that are owned, operated and managed by the owner of the *lot* upon which the system is located.

“MUNICIPAL SEWAGE SYSTEM”, means a sewage works with the meaning of Section 1 the Ontario Water Resources Act that is owned or operated by the *County*, including centralized and decentralized systems.

“MUNICIPAL WATER SYSTEM”, means a drinking-water system within the meaning of Section 2 of the Safe Drinking Water Act, 2002, that is owned or operated by the *County*, including centralized and decentralized systems.

“NATURAL HAZARDS”, means property or lands that could be unsafe for development due to naturally occurring processes and includes riverine flooding hazards, riverine erosion hazards, and wetlands regulated under the Conservation Authorities Act and associated regulations.

“PARKING SPACE, TANDEM”, means two *parking spaces*, one behind the other, which are accessed by the same *parking aisle*.

“PRIVATE COMMUNAL SEWAGE SYSTEM”, means a sewage works within the meaning of section 1 of the Ontario Water Resources Act that serves six or more *lots* or private residences and is not owned by a municipality.

“PRIVATE COMMUNAL WATER SYSTEM”, means a non-municipal drinking-water system within the meaning of section 2 of the Safe Drinking Water Act, 2002 that serves six or more *lots* or private residences.

4. That Section 5.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting Subsection 5.5 and replacing it with the following new subsection 5.5:

5.5 CONVERTED DWELLINGS AND ADDITIONAL RESIDENTIAL UNITS

5.5.1 CONVERTED DWELLINGS

5.5.1.1 WHERE PERMITTED

Where listed as a permitted use in the Zone, a *converted dwelling* containing up to four *dwelling units* is permitted subject to compliance with the provisions of this Section and all other provisions of the Zone in which the *lot* is located.

5.5.1.2 WHERE NOT PERMITTED

Converted dwellings shall not be permitted:

- i) on any *lot* containing an *additional residential unit* or a *garden suite*;
- ii) on any *lot* located in within a Serviced Village defined in Section 2.7.2, unless adequate *municipal water system* and/or *municipal sewage system* capacity to service the *converted dwelling* has been determined and/or confirmed by the *County*; or,
- iii) on any *lot* containing *natural hazards*, unless clearance or approval from the Conservation Authority having jurisdiction has been obtained, or on any *lot* that does not meet Provincial access standards during a regulatory flood event.

5.5.1.3 ALTERATIONS TO DWELLING

Alterations to an *existing single detached dwelling* shall meet the following requirements:

- i) entrances on the front of the building shall be limited to one, which may be shared by *dwelling units* via an internal vestibule or corridor;
- ii) additional exterior entrance(s) shall only be located in the *rear yard* or *interior side yard*;
- iii) there shall be no exterior stairways or balconies except one open fire escape which shall be located only in the *rear yard* or *interior side yard*; and,
- iv) the lot has a minimum of **100 m²** (1076 ft²) of *landscaped open space* located in the *rear yard* that is accessible to all *dwelling units* and/or exclusive access is apportioned to each *dwelling unit*.

5.5.2 ADDITIONAL RESIDENTIAL UNITS

5.5.2.1 WHERE PERMITTED

Where listed as a permitted use in the Zone, *additional residential units* are permitted subject to the provisions of this Section and compliance with all other provisions of the Zone in which the *lot* is located.

Additional residential units located outside of a settlement defined in Section 2.7.2 shall be required to satisfy the minimum distance separation requirements, as determined through the application of the *Minimum Distance Separation Formula I* (MDS I) or not further reduce an existing insufficient MDS I setback.

5.5.2.2 WHERE NOT PERMITTED

Additional residential units shall not be permitted:

- i) on any *lot* within the following settlements as defined in Section 2.7.2:
 - a) Drumbo (Serviced Village);
 - b) Plattsville (Serviced Village); and,
 - c) Bright (Village).
- ii) on any *lot* containing a *boarding or lodging house, a group home, a garden suite, a converted dwelling, a duplex dwelling, a mobile home, or a bed and breakfast establishment*;
- iii) on any *lot* located in within a settlement defined in Section 2.7.2, unless adequate *municipal water system* and/or *municipal sewage system* capacity to service the *additional residential unit(s)* has been confirmed by the *County*;
- iv) on any *lot* containing *natural hazards*, unless clearance or approval from the Conservation Authority having jurisdiction has been obtained, or on any *lot* that does not meet Provincial access standards during a regulatory flood event;
- v) on any *lot* serviced by a *private communal water system* and/or *private communal sewage system*; and,
- vi) notwithstanding the provisions of Section 5.9 and 5.17, on any *lot* serviced by an *individual on-site sewage system* where the *lot area* doesn't meet the minimum *lot area* provisions of this Section or the Zone in which the *lot* is located whichever is the greater.

5.5.2.3 PROVISIONS FOR ALL ADDITIONAL RESIDENTIAL UNITS

All *additional residential units* shall comply with the provisions of Table 5.5.2.3.

TABLE 5.5.2.3 – PROVISIONS FOR ALL ADDITIONAL RESIDENTIAL UNITS				
Provision	R1, R2, R3, CC and V Zones, where served by both a <i>municipal water system</i> and <i>municipal sewage system</i>	R1, R2 and V Zones, where not served by a <i>municipal sewage system</i>	RE and RR Zones in a <i>settlement area</i> (as defined in Section 2.7.2)	A1, A2, RR, and RE Zones outside of a <i>settlement area</i> (as defined in Section 2.7.2)
Number of <i>Additional Residential Units</i> per lot, Maximum	2 , excluding settlement areas listed in 5.5.2.2 i)	1 , excluding settlement areas listed in 5.5.2.2 i)	1	2
<i>Cumulative Gross Floor Area</i> for all <i>Additional Residential Units</i>, Maximum	50% of the <i>gross floor area</i> of the <i>principal dwelling</i> , or 50 m² (538 ft ²) of <i>gross floor area</i> , whichever is the lesser	50% of the <i>gross floor area</i> of the <i>principal dwelling</i> , or 100 m² (1076 ft ²) of <i>gross floor area</i> , whichever is the lesser		50% of the <i>gross floor area</i> of the <i>principal dwelling</i> , or 140 m² (1506 ft ²) of <i>gross floor area</i> , whichever is the lesser
<i>Gross Floor Area</i> for an <i>Additional Residential Unit</i> in a <i>Basement</i> or <i>Cellar</i>	Notwithstanding the maximum gross floor area provision, the entire <i>basement</i> or <i>cellar</i> of the <i>principal dwelling</i> may be used for the purposes of an <i>additional residential unit</i> , provided there are no other <i>additional residential units</i> or <i>garden suites</i> on the <i>lot</i>			
Location of Entrances	All <i>dwelling units</i> shall be accessed through a common entrance from an internal corridor or vestibule, except that separate entrance(s) may be located in the <i>rear yard</i> or <i>interior side yard</i> .			
Location of Exterior Stairways	There shall be no exterior stairways except a required emergency exit which shall be located only in the <i>rear yard</i> or <i>interior side yard</i> .			
Unobstructed Pathway to Entrance of Unit(s), Minimum	1.2 m (3.9 ft) wide unobstructed pathway from the <i>front lot line</i> to the entrance. Unobstructed means no obstruction or encroachments to a height of up to 2.3 m (7.5 ft).			
Parking Spaces, Minimum	1 space per <i>additional residential unit</i> is required. Such spaces may be <i>tandem parking spaces</i> , provided no tandem parking space for an <i>additional residential unit</i> is located within a <i>private garage</i> .			
<i>Landscaped Open Space</i> in <i>Rear Yard</i>, Minimum	75 m² (807 ft ²) for 1 <i>additional residential unit</i> and 100 m² (1076 ft ²) for 2 <i>additional residential units</i> and such <i>landscaped open space</i> shall be accessible to all <i>dwelling units</i> or exclusive access is apportioned to each <i>dwelling unit</i> .			

5.5.2.4 PROVISIONS FOR DETACHED ADDITIONAL RESIDENTIAL UNITS

An *additional residential unit* in a detached *accessory building* shall comply with the provisions of Table 5.5.2.3 and Table 5.5.2.4, where a conflict exists, the provisions of Table 5.5.2.4 will prevail.

TABLE 5.5.2.4 – PROVISIONS FOR DETACHED ADDITIONAL RESIDENTIAL UNITS					
Provision	R1, R2, R3, CC and V Zones, where served by both a <i>municipal water system</i> and <i>municipal sewage system</i>	R1, R2 and V Zones, where not served by a <i>municipal sewage system</i>	RE and RR Zones, in a <i>settlement area</i> (as defined in Section 2.7.2)	RR and RE Zones, <i>outside of a settlement area</i> (as defined in Section 2.7.2)	A1 and A2 Zones
Lot Area, Minimum	600 m² (6,458.5 ft ²)	0.6 ha (1.48 ac)	0.6 ha (1.48 ac)	0.6 ha (1.48 ac)	0.6 ha (1.48 ac)
Permitted Location	<i>Rear yard or interior side yard of principal dwelling</i>				<i>Any yard, except a required yard</i>
Required Yards and Setbacks and Lot Coverage	In accordance with Table 5.1.1.3 Regulations for Accessory Uses and Table 5.5.2.3 Provisions for All Additional Residential Units – Maximum Gross Floor Area for all <i>Additional Residential Units</i> , whichever is the lesser				
Building Height, Maximum	In accordance with Table 5.1.1.3 Regulations for Accessory Uses and shall not exceed the <i>height</i> of the <i>principal dwelling</i>			In accordance with Table 5.1.1.3 Regulations for Accessory Uses	
Distance from the Principal Dwelling, Minimum	In accordance with Table 5.1.1.3 Regulations for Accessory Uses				
Distance from the Principal Dwelling, Maximum	No provision	No provision	No provision	No provision	30 m (98.4 ft)
Distance from Public Street, Maximum	40 m (147.6 ft)	40 m (147.6 ft)	40 m (147.6 ft)	No provision	No provision
Privacy Fence, Minimum	A solid privacy fence with a minimum height of 1.8 m around the perimeter of the <i>rear yard</i>	A solid privacy fence with a minimum height of 1.8 m along a <i>lot line</i> where the detached dwelling unit is located within 7.5 m (24.6 ft) of that <i>lot line</i>		No provision	No provision
Window Openings above Ground Floor	Not permitted in a wall facing an <i>interior side yard</i> or <i>rear yard</i>			No provision	No Provision
Decks, Balconies and Rooftop Patios	Not permitted			No provision	No Provision

5. That Section 5.0 to By-Law Number 1360-2002, as amended, is hereby further amended by deleting subsection 5.7 and replacing it with the following new subsection 5.7:

5.7 **DWELLING UNITS BELOW GRADE**

No *dwelling unit* shall be created in a *cellar* or *basement*, where the *building or structure* is located within a *natural hazard* or the *lot* does not meet Provincial access standards during a regulatory flood event.

6. That Section 5.0 to By-Law Number 1360-2002, as amended, is hereby further amended by deleting the words “son, daughter” and replacing them with “child” in subsection 5.11.2.

7. That Section 5.0 to By-Law Number 1360-2002, as amended, is hereby further amended by deleting subsection 5.14.1 and replacing it with the following new subsection 5.14.1:

5.14.1 WHERE PERMITTED

A *home occupation* is permitted within a residential *dwelling unit* and/or an *accessory building* on the same *lot*, subject to compliance with the provisions of this Section and all other provisions of the Zone in which the *lot* is located. A *home occupation* is not permitted within an *additional residential unit*, *converted dwelling*, or *garden suite*.

8. That Section 5.0 to By-Law Number 1360-2002, as amended, is hereby further amended by deleting subsections 5.14.7, 5.14.8 and 5.14.9 and replacing them with the following new subsections 5.14.7 and 5.14.8:

5.14.7 BED AND BREAKFAST ESTABLISHMENT

A *bed and breakfast establishment* shall be considered a *home occupation* located in a *single detached dwelling*. Notwithstanding the *gross floor area* limit for a *home occupation* in subsection 5.14.2, a *bed and breakfast establishment* shall be limited to three guest rooms. In a settlement, a *bed and breakfast establishment* is not permitted on a *lot* containing *additional residential unit(s)*, a *converted dwelling*, or a *garden suite*.

5.14.8 HOME DAYCARE

A home daycare, located in a *single detached dwelling*, a *semi-detached dwelling*, or a *duplex dwelling* with accommodation for up to and including 5 children, shall be considered a *home occupation*. The *gross floor area* limit for a *home occupation* in subsection 5.14.2, shall not apply to a home daycare. In a settlement, a home daycare is not permitted on a *lot* containing *additional residential unit(s)*, a *converted dwelling*, or a *garden suite*.

9. That Section 5.0 to By-Law Number 1360-2002, as amended, is hereby further amended by deleting the existing Section 5.17.1 and replacing it with a new subsection 5.17.1 as follows:

5.17.1 No land shall be used or built upon and no *building or structure* shall be altered, erected, used or expanded for any purpose unless the land is serviced by municipal services, including, as applicable, *municipal water system*, *municipal sewage system*, drainage systems and *improved streets*, which meet all applicable County and/or Township standards. Adequacy of *municipal water system* and *municipal sewage*

system capacity shall be confirmed by the *County* prior to issuance of a Building Permit.

10. That Section 5.0 to By-Law Number 1360-2002, as amended, is hereby further amended by deleting the provisions in Table 5.18.2.1 for “Residential Uses” and replacing them with the following new provisions for “Residential Uses”:

TABLE 5.19.2.1 - PARKING STANDARDS		
Land Use Category	Use	Number of Vehicle Parking Spaces Required
Residential Uses	- <i>single detached dwelling</i> - <i>duplex dwelling</i> - <i>semi-detached dwelling</i> - <i>mobile dwelling</i> - <i>street fronting townhouse dwelling</i>	- 2 per <i>dwelling unit</i>
	- <i>home occupation</i>	- 1 space
	- <i>bed and breakfast</i> - <i>boarding or lodging house</i>	- 1 per <i>guest room</i>
	- <i>garden suite</i>	- 1 per <i>garden suite</i>
	- <i>additional residential unit</i>	- 1 per <i>additional residential unit</i>
	- residential units in a portion of a non-residential <i>building</i> - <i>multiple unit dwelling</i> - <i>apartment dwelling</i> - <i>converted dwelling</i>	- 1.5 per <i>dwelling unit</i>
	- <i>long term care facility</i>	- 1 per 3 beds or fraction thereof

11. That Section 5.0 to By-Law Number 1360-2002, as amended, is hereby further amended by adding the following new subsection 5.18.2.5:

5.18.2.5 PARKING SPACES WITHIN A PRIVATE GARAGE

Where parking is provided at the *dwelling unit* in an individual *driveway*, *parking spaces* may be within a *private garage*, with the exception that *parking spaces* within a *private garage* shall not be used to satisfy parking requirements for *additional residential units*, *converted dwellings* and *garden suites*.

12. That Section 6.0 to By-Law Number 1360-2002, as amended, is hereby further amended by deleting Section 6.1: Uses Permitted and replacing it with the following:

6.1 **USES PERMITTED**

No *person* shall within any A1 Zone use any *lot* or *erect*, *alter* or use any *building* or *structure* for any purpose except one or more of the A1 *uses* in Table 6.1:

TABLE 6.1: USES PERMITTED
• <i>an additional residential unit</i> within the <i>principal dwelling</i> , in accordance with the provisions of Section 5.5;
• an <i>animal kennel</i> , in accordance with the provisions of Section 5.3 and Section 6.2.3;
• a <i>communications structure</i> ;
• a <i>conservation project</i> ;
• an <i>existing converted dwelling</i> , containing up to two <i>dwelling units</i> ;
• a <i>farm</i> ;
• a <i>garden suite</i> , in accordance with the provisions of Section 5.11;
• a <i>group home</i> , in accordance with the provisions of Section 5.13;
• a <i>home occupation</i> , in accordance with the provisions of Section 5.14;
• an oil or gas well;
• a <i>private airfield</i> ;
• a <i>public use</i> , in accordance with the provisions of Section 5.21;
• a <i>regulated farm</i> ;
• a seasonal fruit, vegetable, flower or farm produce sales outlet, provided the produce is the product of the <i>farm</i> on which the outlet is located;
• a <i>single detached dwelling</i> ;
• a <i>wayside sand or gravel pit</i> in accordance with the provisions of Section 5.31.

13. That Section 6.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting subsections 6.2.4 and 6.2.5.

14. That Section 6.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting subsection 6.2.6 and replacing it with the following new subsection 6.2.6:

6.2.6 LOCATION OF NEW ACCESSORY DWELLINGS, ADDITIONAL RESIDENTIAL UNITS AND GARDEN SUITES

New accessory dwellings, additional residential units, garden suites, and temporary dwellings, shall be required to satisfy the minimum distance separation requirements as determined through the application of the Minimum Distance Separation Formula I (MDS I), or not further reduce an existing insufficient MDS I setback.

15. That Section 6.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting the preamble in subsection 6.3 and replacing with the following new preamble to subsection 6.3:

6.3 **SPECIAL PROVISIONS FOR A CONVERTED DWELLING (A1-C)**

An existing converted dwelling with up to two dwelling units is permitted within a single detached dwelling on A1-C zoned lots.

16. That Section 7.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting Section 7.1: Uses Permitted and replacing it with the following:

7.1 **USES PERMITTED**

No *person* shall within any A2 Zone use any *lot* or *erect, alter* or use any *building* or *structure* for any purpose except one or more of the A2 *uses* in Table 7.1:

TABLE 7.1: USES PERMITTED
• <i>an additional residential unit</i> within the <i>principal dwelling</i> , in accordance with the provisions of Section 5.5;
• <i>an animal kennel</i> , in accordance with the provisions of Section 5.3 and Section 7.2.4;
• <i>a communications structure</i> ;
• <i>a conservation project</i> ;
• <i>an existing converted dwelling</i> , containing up to two <i>dwelling units</i> ;
• <i>a farm</i> ;
• <i>a garden suite</i> , in accordance with the provisions of Section 5.11;
• <i>a group home</i> , in accordance with the provisions of Section 5.13;
• <i>a home occupation</i> , in accordance with the provisions of Section 5.14;
• <i>an oil or gas well</i> ;
• <i>a private airfield</i> ;
• <i>a public use</i> , in accordance with the provisions of Section 5.21;
• <i>a regulated farm</i> ;
• <i>a seasonal fruit, vegetable, flower or farm produce sales outlet</i> , provided the produce is the product of the <i>farm</i> on which the outlet is located;
• <i>a single detached dwelling</i> if <i>accessory</i> to a <i>farm</i> or <i>regulated farm</i> ;
• <i>a wayside sand or gravel pit</i> or <i>stone quarry</i> in accordance with the provisions of Section 5.33.

17. That Section 7.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting subsection 7.2.5.

18. That Section 7.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting subsection 7.2.6 and replacing it with the following new subsection 7.2.6:

7.2.6 LOCATION OF NEW ACCESSORY DWELLINGS, ADDITIONAL RESIDENTIAL UNITS AND GARDEN SUITES

New accessory *dwellings*, *additional residential units*, *garden suites*, and temporary *dwellings*, shall be required to satisfy the minimum distance separation requirements as determined through the application of the *Minimum Distance Separation Formula I (MDS I)*, or not further reduce an *existing* insufficient *MDS I* setback.

19. That Section 7.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting the preamble in subsection 7.3 and replacing with the following new preamble to subsection 7.3:

7.3 **SPECIAL PROVISIONS FOR A CONVERTED DWELLING (A2-C)**

An *existing converted dwelling* with up to two *dwelling units* is permitted within a *single detached dwelling* on A2-C zoned *lots*.

The A2-C Zone applies to the following properties in the Township of Blandford-Blenheim:

- (i) Part Lots 14 & 15, Concession 14 (Blenheim)
- (ii) Part Lot 6, Concession 13 (Blenheim)
- (iii) Part Lot 11, Concession 6 (Blenheim)
- (iv) Part Lot 1, Concession 4 (Blenheim)

20. That Section 8.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting “a converted dwelling, in accordance with the provisions of Section 5.5” from Table 8.1.

21. That Section 8.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting the words “where sanitary sewers and public water supply not available” in Table 8.2, under “Lot Area, Minimum” and replacing them with “where a *municipal sewage system* is not available”.

22. That Section 8.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting subsection 8.3.

23. That Section 9.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting Section 9.1: Uses Permitted and replacing it with the following:

9.1 **USES PERMITTED**

No *person* shall within any RR Zone use any *lot* or *erect*, *alter* or use any *building* or *structure* for any purpose except one or more of the RR *uses* in Table 9.1:

TABLE 9.1: USES PERMITTED
• an <i>additional residential unit</i> , in accordance with the provisions of Section 5.5;
• an <i>existing converted dwelling</i> , containing up to two <i>dwelling units</i> ;
• a <i>garden suite</i> , in accordance with the provisions of Section 5.11;

TABLE 9.1: USES PERMITTED
• a <i>home occupation</i> , in accordance with the provisions of Section 5.14;
• a public use, in accordance with the provisions of Section 5.21;
• a <i>single detached dwelling</i> ;
• a <i>wayside sand or gravel pit or stone quarry</i> in accordance with the provisions of Section 5.31.

24. That Section 9.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting subsection 9.3.
25. That Section 10.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting Section 10.1: Uses Permitted and replacing it with the following:

10.1 **USES PERMITTED**

No *person* shall within any RE Zone use any *lot or erect, alter* or use any *building or structure* for any purpose except one or more of the RE *uses* in Table 10.1:

TABLE 10.1: USES PERMITTED
• an <i>additional residential unit</i> , in accordance with the provisions of Section 5.5;
• an <i>existing converted dwelling</i> , containing up to two <i>dwelling units</i> ;
• a <i>garden suite</i> , in accordance with the provisions of Section 5.11;
• a <i>home occupation</i> , in accordance with the provisions of Section 5.14;
• a public use, in accordance with the provisions of Section 5.21;
• a <i>single detached dwelling</i> ;
• a <i>wayside sand or gravel pit or stone quarry</i> , in accordance with the provisions of Section 5.31.

26. That Section 10.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting subsections 10.3.
27. That Section 11.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting Section 11.1: Uses Permitted and replacing it with the following:

11.1 **USES PERMITTED**

No *person* shall within any R1 Zone use any *lot or erect, alter* or use any *building or structure* for any purpose except one or more of the R1 *uses* in Table 11.1:

TABLE 12.1: USES PERMITTED
• an <i>additional residential unit</i> , in accordance with the provisions of Section 5.5;

TABLE 12.1: USES PERMITTED
• an <i>existing converted dwelling</i> , containing up to two <i>dwelling units</i> ;
• a <i>garden suite</i> , in accordance with the provisions of Section 5.11;
• a <i>group home</i> , in accordance with the provisions of Section 5.13;
• a <i>home occupation</i> , in accordance with the provisions of Section 5.14;
• a public use, in accordance with the provisions of Section 5.21;
• a <i>single detached dwelling</i> .

28. That Section 11.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting the heading “Where sanitary sewers are not available” in Table 11.2 and replacing it with the heading “Where a *municipal sewage system* is not available” and deleting the heading “Where served by both sanitary sewers and public water supply” in Table 11.2 and replacing it with the heading “Where served by both a *municipal sewage system* and *municipal water system*”.

29. That Section 11.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting subsection 11.3 and replacing it with the following new subsection 11.3:

11.3 SPECIAL PROVISIONS FOR A CONVERTED DWELLING (R1-C)

An existing converted dwelling containing up to two *dwelling units* is permitted within a *single detached dwelling* on R1-C zoned lots.

The R1-C Zone applies to the following properties in the Township of Blandford-Blenheim:

- (i) Lot 19, Plan 41M-141, Fennel Street – Plattsville (Blenheim)
- (ii) Part 5, 41R-5551, Cuthbertson Street – Bright (Blandford)
- (iii) Powell Street at Matheson – Drumbo (Blenheim)
- (iv) West side of Main Street North between Cowan & Gissing Streets – Princeton (Blenheim)
- (v) East side of Main Street North, between Gissing Street & CNR line – Princeton (Blenheim)
- (vi) Southeast corner of Railway & McQueen Streets – Princeton (Blenheim)

30. That Section 12.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting Section 12.1: Uses Permitted and replacing it with the following:

12.1 USES PERMITTED

No *person* shall within any R2 Zone use any *lot* or *erect, alter* or use any *building* or *structure* for any purpose except one or more of the R2 *uses* in Table 12.1:

TABLE 13.1: USES PERMITTED
• an <i>additional residential unit</i> , in accordance with the provisions of Section 5.5;

TABLE 13.1: USES PERMITTED
• an <i>existing converted dwelling</i> , containing up to two <i>dwelling units</i> ;
• a <i>duplex dwelling</i> ;
• a <i>home occupation</i> , in accordance with the provisions of Section 5.14;
• a public use, in accordance with the provisions of Section 5.21;
• a <i>semi-detached dwelling</i> ;
• a <i>single detached dwelling</i> .

31. That Section 12.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting the preamble to Section 12.2 and replacing it with the following:

12.2 **ZONE PROVISIONS**

No *person* shall within any R2 Zone use any *lot* or *erect, alter* or use any *building* or *structure* unless the *lot* is served by both a *municipal sewage system* and *municipal water system* and is in accordance with the provisions in Table 12.2:

32. That Section 12.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting the term “converted dwelling” from the heading of the 4th column of Table 12.2.
33. That Section 13.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting Section 1431: Uses Permitted and replacing it with the following:

13.1 **USES PERMITTED**

No *person* shall within any R3 Zone use any *lot* or *erect, alter* or use any *building* or *structure* for any purpose except one or more of the R3 *uses* in Table 13.1:

TABLE 13.1: USES PERMITTED
• an <i>additional residential unit</i> , in accordance with the provisions of Section 5.5;
• an <i>apartment dwelling</i> ;
• a <i>boarding or lodging house</i> ;
• a <i>converted dwelling</i> , containing up to four <i>dwelling units</i> , in accordance with the provisions of Section 5.5;
• a <i>home occupation</i> , in accordance with the provisions of Section 5.14;
• a <i>multiple unit dwelling</i> ;
• a public use, in accordance with the provisions of Section 5.21;
• a <i>street fronting townhouse</i> .

34. That Section 13.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting the preamble to Section 13.2 and replacing it with the following:

13.2 **ZONE PROVISIONS**

No *person* shall within any R3 Zone use any *lot* or *erect, alter* or use any *building* or *structure* unless the *lot* is served by both a *municipal sewage system* and *municipal water system* and is in accordance with the provisions in Table 13.2:

35. That Section 15.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting Section 15.1: Uses Permitted and replacing it with the following:

15.1 **USES PERMITTED**

No *person* shall within any V Zone use any *lot* or *erect, alter* or use any *building* or *structure* for any purpose except one or more of the V *uses* in Table 15.1:

TABLE 15.1: USES PERMITTED
• an <i>additional residential unit</i> , in accordance with the provisions of Section 5.5;
• an <i>automobile service station</i> ;
• a <i>bakeshop</i> ;
• a <i>business or professional office</i> ;
• a <i>commercial school</i> ;
• a <i>community centre</i> ;
• an <i>existing converted dwelling</i> , containing up to two <i>dwelling units</i> ;
• a <i>dwelling unit</i> in a portion of a non-residential <i>building</i> except that in the case of an <i>automobile service station</i> such <i>dwelling</i> shall not be permitted;
• an <i>eating establishment</i> ;
• a <i>financial institution</i> ;
• a <i>fire hall</i> or <i>police station</i> ;
• a <i>fraternal lodge</i> or <i>institutional hall</i> ;
• a <i>funeral home</i> ;
• a <i>group home</i> , in accordance with the provisions of Section 5.13;
• a <i>home occupation</i> , in accordance with the provisions of Section 5.14;
• a <i>laundromat</i> ;
• a <i>medical centre</i> ;
• a <i>parking lot</i> ;
• a <i>personal service establishment</i> ;
• a <i>place of entertainment</i> ;
• a <i>public use</i> , in accordance with the provisions of Section 5.21;

TABLE 15.1: USES PERMITTED
• a retail store;
• a retail outlet, a wholesale outlet or a business office accessory to a permitted use;
• a service shop;
• a single detached dwelling;
• a studio;
• a veterinary clinic, with no outside kennels or runs.

36. That Section 15.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting the preamble to Section 15.2 and replacing it with the following:

15.2 **ZONE PROVISIONS**

No person shall within any V Zone use any lot or erect, alter or use any building or structure except in accordance with the provisions in Table 15.2:

The lot area provision for residential uses are cumulative with the lot area provision for non-residential uses when such residential use is located on the same lot with a permitted non-residential use. No person shall use any lot or erect, alter or use any building or structure for the any of the uses in Table 15.1 unless the lot is served by partial services (a municipal sewage system or a municipal water system) or by private services (individual on-site sewage system and individual on-site water system).

37. That Section 15.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting subsection 15.3 and replacing it with the following new subsection 15.3:

15.3 **SPECIAL PROVISIONS FOR A CONVERTED DWELLING (V-C)**

An existing converted dwelling containing up to two dwelling units is permitted within a single detached dwelling on R1-C zoned lots.

The V-C Zone applies to the following properties in the Township of Blandford-Blenheim:

- (i) Northwest corner of Main Street North & Victoria Street West – Princeton (Blenheim)
- (ii) Southwest corner of Main Street North & Victoria Street West - Princeton (Blenheim)

38. That Section 16.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting Section 16.1: Uses Permitted and replacing it with the following:

16.1 **USES PERMITTED**

No person shall within any CC Zone use any lot or erect, alter or use any building or structure for any purpose except one or more of the CC uses in Table 16.1:

TABLE 16.1: USES PERMITTED
• an <i>additional residential unit</i> , within an <i>existing single detached dwelling</i> and/or in a <i>building accessory</i> to an <i>existing single detached dwelling</i> , in accordance with Section 5.5;
• an <i>automobile service station</i> ;
• a <i>bakeshop</i> ;
• a <i>business or professional office</i> ;
• a <i>commercial school</i> ;
• a <i>community centre</i> ;
• an <i>existing converted dwelling</i> , containing up to two <i>dwelling units</i> ;
• a <i>dwelling unit</i> in a portion of a non-residential <i>building</i> except that in the case of an <i>automobile service station</i> such dwelling shall not be permitted;
• an <i>eating establishment</i> ;
• a financial institution;
• a fire hall or police station;
• a <i>fraternal lodge or institutional hall</i> ;
• a funeral home;
• a <i>group home</i> , in accordance with the provisions of Section 5.13;
• a <i>home occupation</i> , in accordance with the provisions of Section 5.14;
• a laundromat;
• a <i>medical centre</i> ;
• a motor vehicle washing establishment;
• a <i>parking lot</i> ;
• a <i>personal service establishment</i> ;
• a <i>place of entertainment</i> ;
• a <i>public library</i> ;
• a <i>public use</i> , in accordance with the provisions of Section 5.21;
• a <i>recreational or athletic facility or club</i> ;
• a <i>retail store</i> ;
• a <i>service shop</i> ;
• a <i>single detached dwelling</i> ;
• a <i>studio</i> ;
• a tent and awning shop;

TABLE 16.1: USES PERMITTED
<ul style="list-style-type: none"> • a <i>veterinary clinic</i>, with no outside kennels or runs.

39. That Section 16.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting the preamble to Section 16.2 and replacing it with the following before Table 16.2:

16.2 **ZONE PROVISIONS**

No *person* shall within any CC Zone use any *lot* or *erect*, *alter* or use any *building* or *structure* except in accordance with the provisions in Table 16.2:

The *lot area* provision for residential *uses* are cumulative with the *lot area* provision for non-residential *uses* when such residential *use* is located on the same *lot* with a permitted non-residential *use*. No *person* shall use any *lot* or *erect*, *alter* or use any *building* or *structure* for the any of the *uses* in Table 16.1 unless the *lot* is served by a *municipal sewage system* and *municipal water system*.

40. That Section 16.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting subsection 16.3.

41. That Sections 17.0, 18.0, and 19.0 to By-law Number 1360-2002, as amended, are hereby further amended by deleting all instances of the words “where sanitary sewers are not available” and replacing them with “where a *municipal sewage system* is not available” and deleting all instances of the words “where served by both sanitary sewers and public water supply” and replacing them with “where served by both a *municipal sewage system* and *municipal water system*” throughout Tables 17.2, 18.2, and 19.2.

42. That Section 22.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting Section 22.1: Uses Permitted and replacing it with the following:

12.1 **USES PERMITTED**

No *person* shall within any I Zone use any *lot* or *erect*, *alter* or use any *building* or *structure* for any purpose except one or more of the I *uses* in Table 22.1:

TABLE 22.1: USES PERMITTED
<ul style="list-style-type: none"> • an administrative office of the <i>Corporation</i>, the <i>County</i>, the Government of Ontario or the Government of Canada;
<ul style="list-style-type: none"> • a cemetery;
<ul style="list-style-type: none"> • a community centre;
<ul style="list-style-type: none"> • a <i>daycare centre</i>;
<ul style="list-style-type: none"> • a <i>dwelling unit</i> in a portion of a non-residential <i>building</i>, if <i>accessory</i> to a permitted <i>use</i> on the <i>lot</i>;
<ul style="list-style-type: none"> • a fire hall or police station;
<ul style="list-style-type: none"> • a <i>fraternal lodge</i> or <i>institutional hall</i>;

TABLE 22.1: USES PERMITTED
• a funeral home;
• a <i>group home</i> , in accordance with the provisions of Section 5.13;
• a <i>home occupation</i> , in accordance with the provisions in Section 5.14;
• a <i>long term care facility</i> ;
• a <i>medical centre</i> ;
• a <i>municipal yard</i> ;
• a museum;
• a <i>parking lot</i> ;
• a <i>place of worship</i> ;
• a <i>public or private school</i> ;
• a public use in accordance with the provisions of Section 5.21;
• a <i>public or private hospital</i> ;
• a <i>public library</i> ;
• a <i>single detached dwelling</i> , if accessory to a permitted use on the lot.

43. That Section 22.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting all instances of the words “where sanitary sewers are not available” and replacing them with the words “where a *municipal sewage system* is not available” and deleting all instances of the words “where served by both sanitary sewers and public water supply” and replacing them with “where served by both a *municipal sewage system* and *municipal water system*” throughout Table 22.2.
44. That Section 22.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting subsection 22.3.
45. That Section 23.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting Section 23.1: Uses Permitted and replacing it with the following:

23.1 **USES PERMITTED**

No person shall within any REC Zone use any lot or *erect, alter* or use any *building* or *structure* for any purpose except one or more of the REC uses in Table 23.1:

TABLE 23.1: USES PERMITTED
• an arena;
• a community centre;
• a <i>conservation project</i> ;

TABLE 23.1: USES PERMITTED
• a flood control structure;
• a golf course;
• a <i>home occupation</i> , in accordance with the provisions of Section 5.14;
• a museum;
• an <i>outdoor commercial recreation facility</i> ;
• a <i>park</i> ;
• a playground;
• a <i>public library</i> ;
• a <i>public use</i> , in accordance with the provisions of Section 5.21;
• a <i>recreation or athletic facility or club</i> ;
• a <i>single detached dwelling</i> , if <i>accessory</i> to a permitted use on the <i>lot</i> ;
• a sports field;
• a <i>wayside sand or gravel pit or stone quarry</i> , outside of a designated settlement, in accordance with the provisions of Section 5.33.

46. That Section 23.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting all instances of the words “where sanitary sewers and/or public water supply not available” and replacing them with “where a *municipal sewage system* and/or *municipal water system* are not available” and deleting all instances of the words “where served by both sanitary sewers and public water supply” and replacing them with “where served by both a *municipal sewage system* and *municipal water system*” throughout Table 23.2.
47. That Section 23.0 to By-law Number 1360-2002, as amended, is hereby further amended by deleting subsection 23.3
48. This By-law comes into force in accordance with Sections 34(21) and (30) of the Planning Act, R.S.O. 1990, as amended.

READ a first and second time this 5th day of July, 2023.

READ a third time and finally passed this 5th day of July, 2023.

Mark Peterson – Mayor

(SEAL)

Rodger Mordue, CAO/Clerk

THE CORPORATION OF THE
TOWNSHIP OF BLANDFORD-BLENHEIM
BY-LAW NUMBER 2380-2023

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 July 5th, 2023 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 5th day of June, 2023.

By-law read a third time and finally passed this 5th day of June, 2023.

MAYOR
MARK PETERSON

CAO / CLERK
RODGER MORDUE