

# TOWNSHIP OF BLANDFORD-BLENHEIM

## COUNCIL MEETING AGENDA

Wednesday, February 2<sup>nd</sup>, 2022

Watch via Live Stream on Township's YouTube:

<https://www.youtube.com/channel/UCdKRV0GAEuFaGbWHRPzoEXA>

4:00 p.m.

### 1. Welcome

### 2. Call to Order

### 3. Approval of the Agenda

Recommendation:

That the agenda for the February 2<sup>nd</sup>, 2022 Regular Meeting of Council be adopted.

### 4. Disclosure of Pecuniary Interest

### 5. Minutes

#### a. [January 19<sup>th</sup>, 2021 Minutes of Council](#)

Recommendation:

That the minutes of the January 19<sup>th</sup>, 2021 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 – ZN1-21-09 \(242536 Ontario Ltd.\) & ZN1-21-10 \(Haight\)](#)

Recommendation:

That the Council of the Township of Blandford-Blenheim not approve the Zone Change Application submitted by 242936 Ontario Ltd. (File No. ZN1-21-09) whereby the lands described as N Part Lot 2, Concession 10 (Blenheim), Township of Blandford-Blenheim are to be rezoned from 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-sp)' and 'Special Rural Residential Zone (RR-sp)';

AND FURTHER, it is recommended that the Council of the Township of Blandford-Blenheim not approve the Zone Change Application submitted by Clayton & Allyson Haight, (File No. ZN1-21-10) whereby the lands described as N Part Lot 3, Concession 10 (Blenheim), Township of Blandford-Blenheim are to be rezoned from 'Limited Agricultural Zone (A1)' to 'Special General Agricultural Zone (A2-sp).'

## **8. Delegations / Presentations**

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

## **9. Correspondence**

### **a. Specific**

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

Recommendation:

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

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

### **b. General**

None.

## **10. Staff Reports**

### **a. Jim Harmer – Drainage Superintendent**

- i. [DS-22-04 – January Monthly Report](#)

Recommendation:

That Report DS-22-04 be received as information.

- ii. [DS-22-05 – CN Rail and Drainage](#)

Recommendation:

That Report DS-22-05 be received as information;

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

**b. Trevor Baer – Manager of Community Services**

**i. CS-22-02 – January Monthly Report**

Recommendation:

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

**c. Jim Borton – Director of Public Works**

**i. PW-22-03 – January Monthly Report**

Recommendation:

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

**d. Rodger Mordue– Chief Administrative Officer / Clerk**

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

Recommendation:

That Report CAO-22-01 be received; and,

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

**11. Reports from Council Members**

**12. Unfinished Business**

**13. Motions and Notices of Motion**

**14. New Business**

**15. Closed Session**

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

Re: Staffing

**16. By-laws**

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

e. 2287-2022, Being a By-law to confirm the proceedings of Council.

Recommendation:

That the following By-laws be now read a first and second time: 2286-2022, & 2287-2022.

Recommendation:

That the following By-laws be now given a third and final reading: 2286-2022, & 2287-2022.

**17. Other**

**18. Adjournment and Next Meeting**

Wednesday, February 16<sup>th</sup>, 2022

Recommendation:

That Whereas business before Council has been completed at \_\_\_\_\_ pm;

That Council adjourn to meet again on Wednesday, February 16<sup>th</sup>, 2022 at 4:00 p.m.

# MINUTES

Council met at 10:00 a.m. for their Budget Meeting.

Present: Mayor Peterson, Councillors Balzer, Banbury Demarest, and Read.

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

Mayor Peterson in the Chair.

## 1. Welcome

## 2. Call to Order

## 3. Approval of the Agenda

### RESOLUTION #1

Moved by – Councillor Read  
Seconded by – Councillor Balzer

Be it hereby resolved that the agenda for the January 19<sup>th</sup>, 2022 Regular Meeting of Council be adopted, as printed and circulated.

.Carried

## 4. Disclosure of Pecuniary Interest

None.

## 5. Adoption of Minutes

### a. January 12<sup>th</sup>, 2022 Minutes of Council

### RESOLUTION #2

Moved by – Councillor Read  
Seconded by – Councillor Balzer

Be it hereby resolved that the Minutes of the January 12<sup>th</sup>, 2022 Meeting of Council be adopted, as printed and circulated.

.Carried

## 6. Business Arising from the Minutes

None.

## 7. Public Meeting

None.

## 8. Delegations / Presentations

- a. Denise Krug, Director of Finance, Re: Review of 2022 Draft Budget

Denise Krug presented the 2022 Draft Budget with each Director / Manager of each specific department. Council asked several questions for each department. Krug or the Director / Manager responded.

### RESOLUTION #3

Moved by – Councillor Balzer  
Seconded by – Councillor Read

Be it hereby resolved that 2022 Draft Budget be received; and,

That staff be directed to make the necessary revisions to the estimates for presentation at a future Council meeting.

.Carried

## 9. Correspondence

### a. Specific

None.

### b. General

None.

## 10. Staff Reports

### a. Jim Borton – Director of Public Works

- i. PW-22-02 – Lieu Time

### RESOLUTION #4

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

Be it hereby resolved Report PW-22-02 be received for information;

And further that the Township policy regarding employee time off in lieu of overtime be amended to allow for a maximum of 80 hours to be banked from January 1st to August 31st and a maximum bank of 40 hours from September 1st until the end of the calendar year.

.Carried

## **11. Reports from Council Members**

Mayor Peterson noted that with our Princeton Roads Project, if it would be prudent on behalf of Council to send a letter to the appropriate Minister to request funding for the project.

## **12. Unfinished Business**

None.

## **13. Motions and Notices of Motion**

None.

## **14. New Business**

None.

## **15. Closed Session**

- a. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Re: Gobles Road Bridge & Blenheim Road Bridge

### **RESOLUTION #7**

Moved by – Councillor Read  
Seconded by – Councillor Balzer

Be it hereby resolved that Council move into Closed Session under the authority of section 239 of the Municipal Act at 12:59 p.m. to discuss:

- a. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Re: Gobles Road Bridge & Blenheim Road Bridge

.Carried

### **RESOLUTION #8**

Moved by – Councillor Balzer  
Seconded by – Councillor Read

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 2:25 p.m.

.Carried

## 16. By-laws

- a. 2285-2022, Being a By-law to confirm the proceedings of Council.

### RESOLUTION #5

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

Be it hereby resolved that the following By-law be now read a first and second time: 2285-2022.

.Carried

### RESOLUTION #6

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that the following By-law be now read a third and final reading: 2285-2022.

.Carried

## 17. Other Business

None.

## 18. Adjournment and Next Meeting

### RESOLUTION #9

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 2:26 p.m.;

Be it hereby resolved that Council does now adjourn to meet again on Wednesday, February 2<sup>nd</sup>, 2022 at 4:00 p.m.

.Carried



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Mark Peterson, Mayor  
Township of Blandford-Blenheim

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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

## Applications for Zone Change ZN 1-21-09– 242536 Ontario Ltd. ZN 1-21-10– Clayton & Allyson Haight

### REPORT HIGHLIGHTS

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- The Zone Change Applications propose to rezone the lot to be retained resulting from Severance Application B21-84-1 from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-sp)' and to rezone the lot to be severed and the lot to be enlarged from 'Limited Agricultural Zone (A1)' and 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-sp).' The related Severance Application was approved by the Oxford County Land Division Committee on January 13, 2022. The Zone Change Applications are required to fulfill a condition of the consent.
- A special provision would be required on the lot to be retained in order to permit a reduced minimum lot depth of 69.5 m (228 ft).
- A special provision would be required on the lot to be severed and the lot to be enlarged to permit a reduced minimum lot area of 28.6 ha (70.8 ac).
- Planning staff are recommending that the applications not be approved as they are not consistent with the intent and purpose of the County Official Plan with respect to farm consolidations and non-farm rural residential development in prime agricultural areas.

### DISCUSSION

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#### Background

OWNER (ZN1-21-09): 242936 Ontario Ltd.  
1709 Greenfield Road, Cambridge, ON N1R 5S5

OWNER (ZN1-21-10): Clayton & Allyson Haight  
887630 Township Road 11, Bright, ON N0J 1B0

#### LOCATION:

The subject lands are described as N Part Lot 3, Concession 10 (Blenheim) and N Part Lot 2, Concession 10 (Blenheim) in the Township of Blandford-Blenheim. The lands are located on the

south side of Township Road 11, between Trussler Road and Blenheim Road, and are municipally known as 887630 & 887676 Township Road 11.

OFFICIAL PLAN:

Schedule "B-1"	Township of Blandford-Blenheim Land Use Plan	Agricultural Reserve & Environmental Protection
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TOWNSHIP OF BLANDFORD-BLENHEIM BY-LAW NO. 1360-2002:

ZN1-21-09:

Lot to be Enlarged Existing Zoning:	'Limited Agricultural Zone (A1)'
Lot to be Enlarged Proposed Zoning:	'Special General Agricultural Zone (A2-sp)'

ZN1-21-10:

Lot to be Severed & Retained Existing Zoning:	'General Agricultural Zone (A2)'
Lot to be Severed Proposed Zoning:	'Special General Agricultural Zone (A2-sp)'
Lot to be Retained Proposed Zoning:	'Special Rural Residential Zone (RR-sp)'

PROPOSAL:

The Zone Change Applications propose to rezone the lot to be retained resulting from Severance Application B21-84-1 from 'General Agricultural Zone (A2)' to 'Special Rural Residential Zone (RR-sp)' and to rezone the lot to be severed and the lot to be enlarged from 'Limited Agricultural Zone (A1)' and 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-sp)'. The related Severance Application was approved by the Oxford County Land Division Committee on January 13, 2022. The Zone Change Applications are required to fulfill a condition of the consent.

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

Plate 2, Existing Zoning & Aerial Map, provides an aerial view of the subject lands.

Plate 3A, Applicant's Sketch, provides the configuration and dimensions of the proposed severed lot, enlarged lot, and retained lot in greater detail.

**Application Review**

2020 PROVINCIAL POLICY STATEMENT:

The 2020 Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Under Section 3 of the *Planning Act*, where a municipality is exercising its authority affecting a planning matter, such decisions shall be consistent with all policy statements issued under the Act.

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.

Section 2.5 of the PPS directs that mineral aggregate resources shall be protected for long-term use and deposits of mineral aggregate resources shall be identified. In known deposits, and on adjacent lands, development and activities which preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:

- Resource use would not be feasible; or
- The proposed land use or development serves a greater long-term public interest; and
- Issues of public health, public safety and environmental impact are addressed.

OFFICIAL PLAN:

The subject lands are primarily located within the Agricultural Reserve designation in the County of Oxford Official Plan with a portion of the lot to be enlarged located within the Environmental Protection designation. The portion of the lands that are identified as the lot to be retained are located entirely within the Agricultural Reserve designation.

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. The ongoing goal of the Agricultural Reserve designation is to minimize conflict with farm operations, including commercial, industrial, and residential.

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 0.9 ha (2.4 ac) for non-farm rural residential purposes would accumulate +13 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	+5
Access to Major Roads	0
Traffic Safety	0

Surplus Farm Dwelling	-2
Heritage	<u>0</u>
<b>Total</b>	<b>+13</b>

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.

Pursuant to Section 3.4, the County shall focus on protecting existing mineral aggregate operations and mineral aggregate resources from incompatible land uses while ensuring that extraction is carried out in a manner that minimizes negative community, economic, and environmental impacts. Section 3.4.1.1 outlines that where areas of high quality sand and gravel and limestone resources are identified with a high potential for extraction, proposed land uses and development in proximity to said resources will be evaluated in regards to compatibility with existing or future extraction.

TOWNSHIP OF BLANDFORD-BLENHEIM ZONING BY-LAW:

The subject properties are currently zoned ‘General Agricultural Zone (A2)’ and ‘Limited Agricultural Zone (A1)’ in the Township of Blandford-Blenheim Zoning By-Law. The ‘A2’ zone permits a variety of agriculture-related uses, including a farm and a single-detached dwelling if accessory to a 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 lot will be approximately 28.6 ha (70.8 ac) in size, with approximately 835 m (2,739.4 ft) of frontage on Township Road 11.

The lot to be retained is proposed to be used for non-farm rural residential purposes and would be required to be rezoned to recognize the use of the lands. The ‘Rural Residential Zone (RR)’ requires a minimum lot area of 2,800 m<sup>2</sup> (30,139 ft<sup>2</sup>), 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 0.9 ha (2.4 ac), frontage of approximately 138 m (452.7 ft) on Township Road 11, and a depth of 69.5 m (228 ft).

As both the lot to be retained and the newly enlarged will not comply with the zoning provisions of the RR zone and A2 zone, respectively, special provisions are being requested as part of the submitted Zone Change Applications.

AGENCY COMMENTS:

The applications were circulated to various agencies considered to have an interest in the proposal.

The Township Director of Protective Services, the Township Director of Public Works, Grand River Conservation Authority (GRCA), the Oxford County Public Works Department, Hydro One, and Bell Canada have indicated no concerns or objections.

PUBLIC CONSULTATION:

Public Notice of the Zone Change Applications 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, which proposes a farm consolidation and the retention of a lot for non-farm rural residential use, has been reviewed under the policy direction of the Provincial Policy Statement and the County Official Plan.

It is proposed that approximately 21.2 ha (52.6 ac) of agricultural land will be severed and added to the existing farm parcel to the immediate east, which is approximately 7.3 ha (18.2 ac) in size, for a total farm parcel size of approximately 28.6 ha (70.8 ac). The resulting agricultural lot area would be less than the required 30 ha (74.1 ac) within the A2 zone. Despite the deficient agricultural lot size, staff are of the opinion that the proposal can be considered as the proposed consolidation would be merging two existing undersized agricultural lots. These existing undersized lots have already functioned as agricultural operations and staff are of the opinion that combining them will serve to improve the viability and flexibility of the lands for agriculture.

The retained parcel will be approximately 0.9 ha (2.4 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 uses and appropriate sewage and water services. The Official Plan outlines that non-farm rural residential lots shall generally be as small as possible and be no larger than 0.81 (2 ac) in size unless it is determined that additional space is required to accommodate a private water supply or on-site sewage facility, where the topography has limitations for agriculture, or where the proposed lot is isolated by natural features such as streams.

The applicants are requesting a larger lot than is generally permitted in order to facilitate a new well. The existing well is located on the lot to be severed and a new well would be required for the lot to be retained. The applicant has submitted a letter from a water treatment and pump specialist indicating that the ideal spot for a new well, which is where two water veins intersect, is located a considerable distance to the southwest of the dwelling. Considering the identified location for the new well and the location of the existing septic system, which is located on the east side of the dwelling, it creates a larger lot than what is generally permitted, however, staff believe that the requested size is considerable in this context. With respect to the proposed lot size for the rural residential lot, 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.

While staff do not have concerns with the consolidation of the two undersized agricultural lots and the retention of a surplus dwelling, the proposal does not appear to maintain the general intent of the Official Plan. Proposals for non-farm residential development are evaluated on a point system that is outlined in the Official Plan. Proposals that accumulate less than +12 points may be considered for approval, provided that the proposal conforms to the general policies for such Severance Applications. Proposals that score +12 points or more are prohibited.

In the case of the subject proposal, when evaluated against the Official Plan's point system, it rendered a score of +13. This score was calculated as the retained non-farm rural residential lot would be within 300 m (984 ft) of an agricultural use (+10), within 500 m (1,640 ft) of an identified Sand and Gravel Resource Area (+5), and would represent a surplus farm dwelling (-2).

During the evaluation of the application, it was determined that the proposed lot to be retained would be located approximately 230 m (754.5 ft) from an identified Primary Sand and Gravel Resource Area. Sand and Gravel Resource Areas are lands that have been identified as having high quality sand and gravel deposits and where possible future extraction activity may occur. When evaluating an application, lands within 500 m (1,640 ft) of an identified area resource area is assigned +5 points. The purpose for discouraging the establishment of new non-farm rural residential lots within 300 m (984 ft) of a Sand and Gravel Resource Area is to reduce the potential for conflict between a residential use and future aggregate uses.

Planning staff are currently reviewing the existing agricultural policies in the Official Plan, including the evaluation criteria for non-farm rural residential lot establishment. Part of that review looks at removing the existing point system and replacing it with alternative criteria, which may include the removal of prohibition of new non-farm rural residential lots within 500 m (1,640 ft) of identified Sand and Gravel Resource Areas where such lots are subject of a farm consolidation resulting in a surplus non-farm rural residential lot. While this approach is currently being considered, staff must review current applications against the policies in place at this time.

At the January 13, 2022 Land Division Committee meeting Planning staff provided a Staff Report recommending denial of the affiliated Severance Application (B21-84-1), based on the outlined concerns above. The Land Division Committee took the recommendation into consideration but ultimately approved the Severance Application. As part of the approval, a condition to appropriately zone the lot to be severed, lot to be enlarged, and the lot to be retained was included. The subject Zone Change Applications are to satisfy said condition of approval.

While Planning staff respect the decision of the Land Division Committee, Planning staff continue to be of the opinion that the proposal does not meet the intent and purpose of the County's Official Plan with respect to retaining a surplus dwelling as a result of a farm consolidation. As such, Planning staff recommend that Township Council not approve the subject Zone Change Applications.



## RECOMMENDATIONS

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It is recommended that the Council of the Township of Blandford-Blenheim not approve the Zone Change Application submitted by 242936 Ontario Ltd. (File No. ZN1-21-09) whereby the lands described as N Part Lot 2, Concession 10 (Blenheim), Township of Blandford-Blenheim are to be rezoned from 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-sp)' and 'Special Rural Residential Zone (RR-sp)';

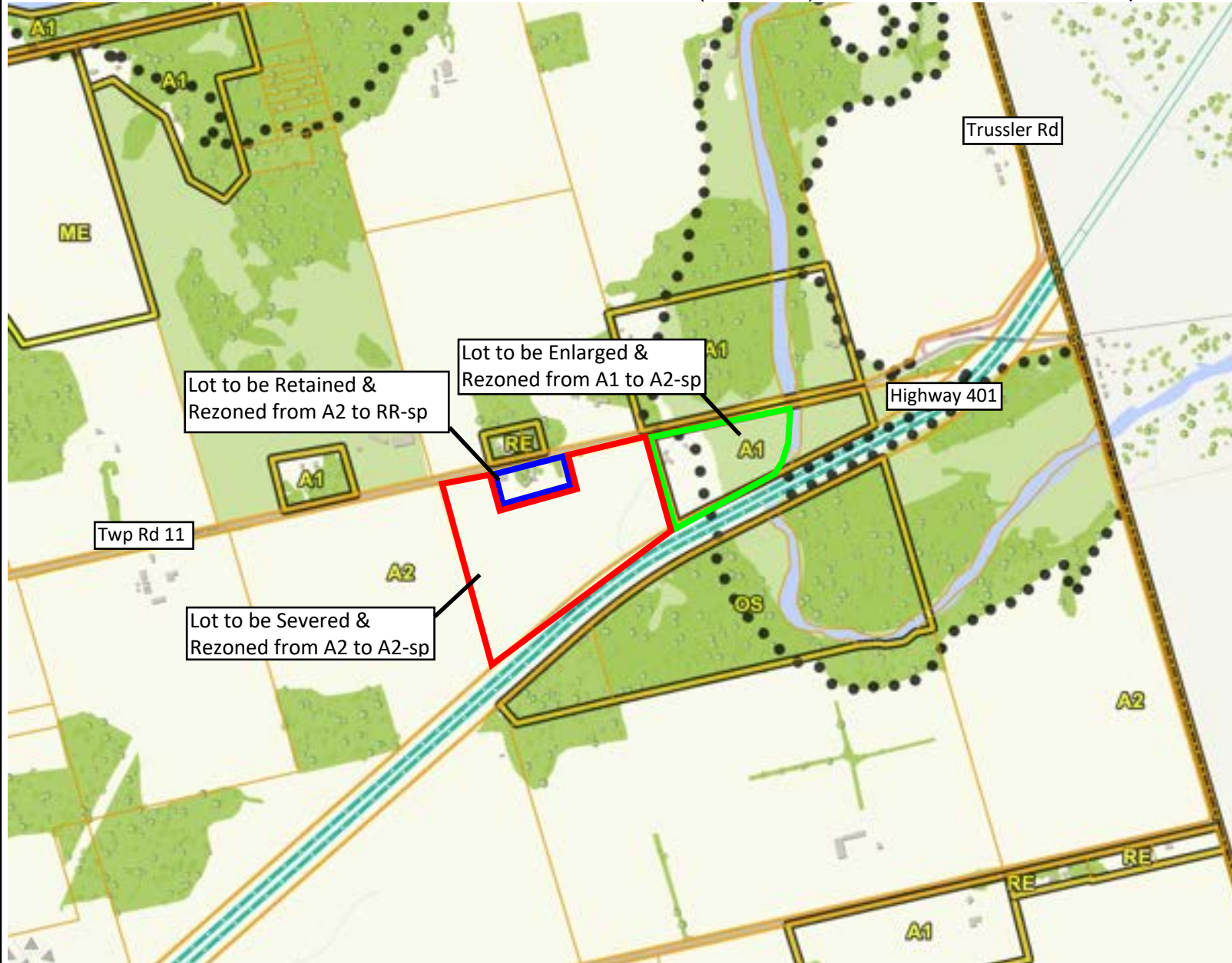
AND FURTHER, it is recommended that the Council of the Township of Blandford-Blenheim not approve the Zone Change Application submitted by Clayton & Allyson Haight, (File No. ZN1-21-10) whereby the lands described as N Part Lot 3, Concession 10 (Blenheim), Township of Blandford-Blenheim are to be rezoned from 'Limited Agricultural Zone (A1)' to 'Special General Agricultural Zone (A2-sp).'

## SIGNATURES

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

**Approved for submission by:** *'original signed by'* Eric Gilbert, MCIP, RPP  
Senior Planner



**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**



0 409 818 Meters

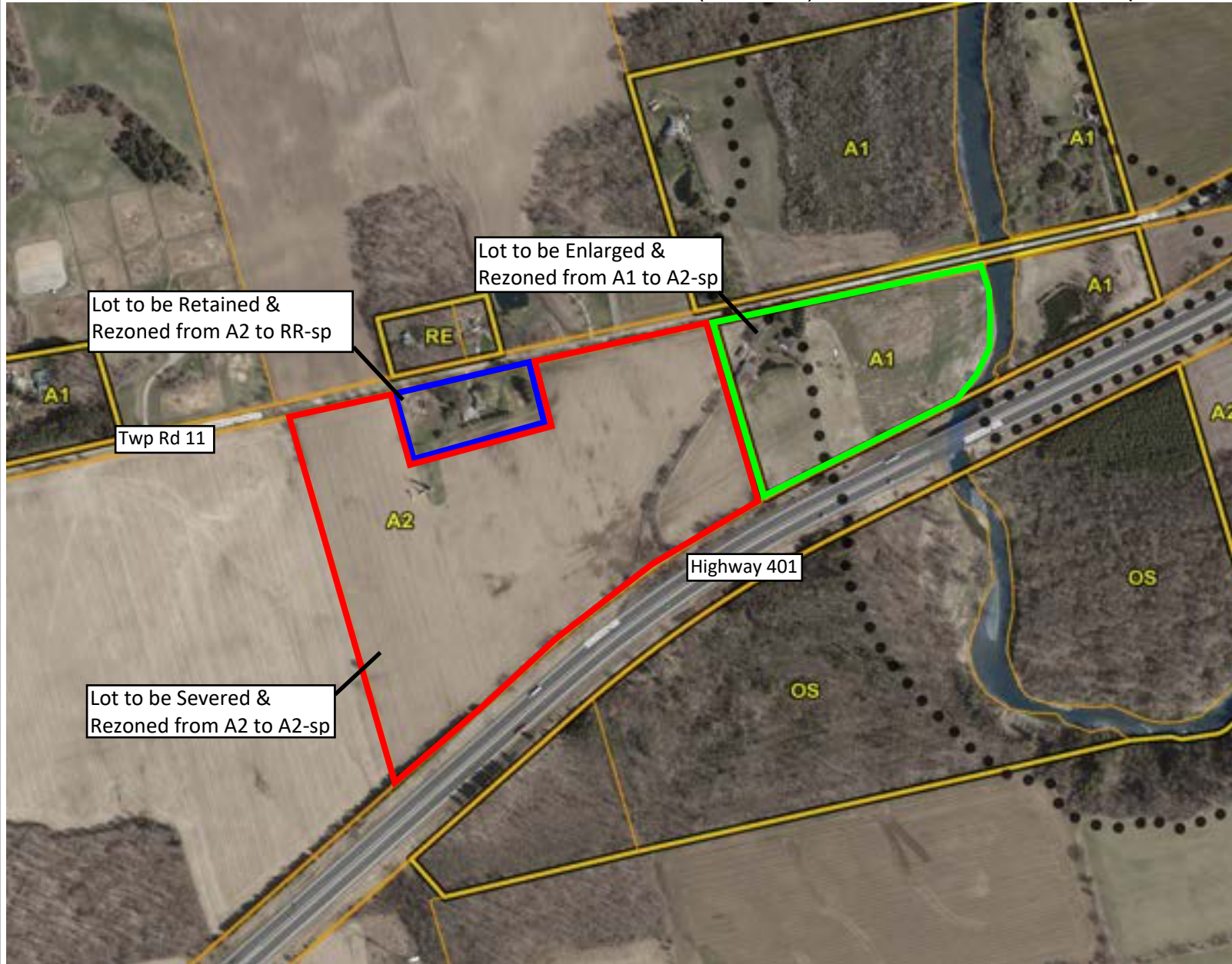
NAD\_1983\_UTM\_Zone\_17N



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

November 15, 2021





**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**



0 205 409 Meters

NAD\_1983\_UTM\_Zone\_17N



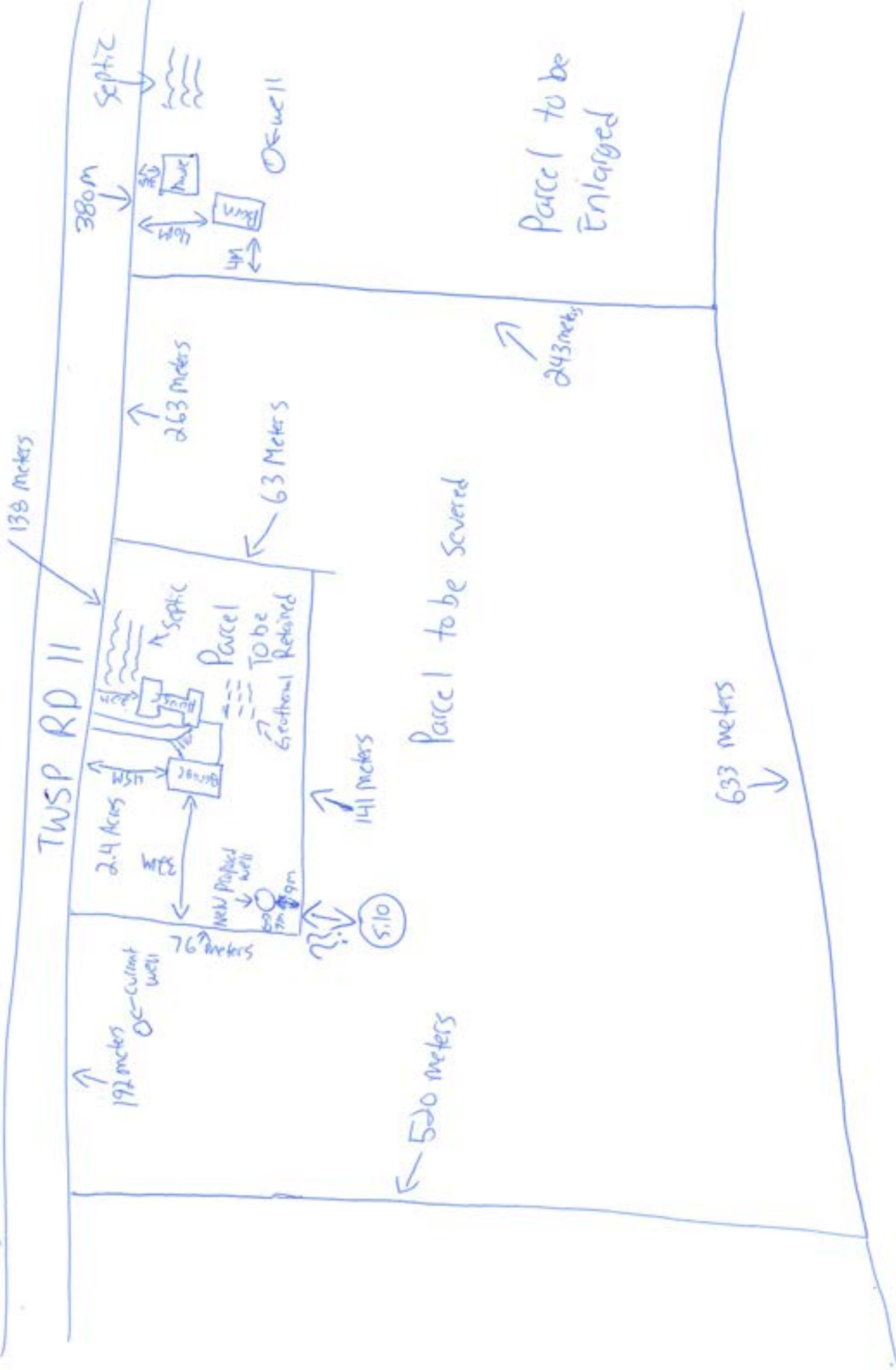
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November 15, 2021

Plate 3: Applicant's Sketch

File No: B21-84-1, ZN1-21-09, & ZN1-21-10 - Haight & 2425936 Ontario Ltd.

N Part Lot 3 & N Part Lot 2, Concession 10 (Blenheim) - 887630 & 887676 Township Road 11





**CORPORATION OF THE TOWNSHIP OF ZORRA**

274620 27th Line, PO Box 306 Ingersoll, ON, N5C 3K5  
Ph. 519-485-2490 • 1-888-699-3868 • Fax 519-485-2520

**Item 9(a)**

**Date: January 19, 2022**

**26-01-2022**

Moved by Katie Grigg

Seconded by Steve MacDonald

THAT Zorra Township Council undertake a review of the Truth and Reconciliation calls to action directed at municipal government and devise a Zorra-specific list of action items before the end of 2022;

AND THAT this motion be circulated to Oxford County area municipalities for potential collaboration opportunities.

Carried       Defeated       Recorded Vote       Deferred

**Recorded Vote:**

	<b>Yea</b>	<b>Nay</b>
Mayor Ryan		
Councillor Forbes		
Councillor Davies		
Councillor Mitchell		
Councillor MacDonald		

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**Mayor**



# TOWNSHIP OF BLANDFORD-BLENHEIM

## Agenda Item

<b>To:</b>	Members of Council	<b>From:</b>	Jim Harmer Drainage Superintendent
<b>Reviewed By:</b>	Rodger Mordue	<b>Date:</b>	January 27, 2022
<b>Subject:</b>	Monthly Report	<b>Council Meeting Date:</b>	February 02, 2022
<b>Report #:</b>	DS-22- 04		

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### Recommendation:

That Report DS-22-04 be received as information

### Background:

Monthly activities of the Drainage Department to January 27, 2021

### Analysis/Discussion

- Working on drain maintenance and various site meeting to review work required with ratepayers.
- Hughes Drain major settlement and major repair will be required See Section 78 report DS 22-03 appointment of Engineer
- Working with lawyer on compliance letters.
- Commenting on planning applications
- 26 locates for ON 1 Call in January 2022 including 0 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 waiting to have 2 site meeting with Ratepayer to review option for new report.

- Princeton Drain working with Engineer on the option that maybe used as outlets for this drain. Had meeting with Engineer about SWMP and had discussion with property owner that may be affected with SWMP locations work on land purchase for SWMP. Working with Engineer and CN on proposal for drain crossing
- Princeton Drain Section 78 report has been approved by GRCA and council and will be add to the new Engineer's Report for Princeton Drain (2017) working on setting up of onsite meeting with effected land owners
- 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.
- Working on SWMP with engineer on the silting issue at the outlet at Fennel and Todd Way, working with Developer and his engineer on options to repair outlet
- 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.
- Working on CLI-ECA (Consolidated Linear Infrastructure – Environmental Compliance Approval) report with Adam and Jim Borton
- Attended council meetings
- Attended staff meeting
- Working on Drumbo SWMP on details of ownership
- Working on updates on the Municipal Service Standards
- Attended DSAO annual meeting (zoom meeting) see CN Rail issue report DS 22-05 DSAO looking for support of this issue

**Financial Considerations:**

None

**Attachments:**

None

Respectfully submitted by:

*Jim Harmer*

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Jim Harmer Drainage Superintendent





## TOWNSHIP OF BLANDFORD-BLENHEIM

### Agenda Item

<b>To:</b>	Members of Council	<b>From:</b>	Jim Harmer Drainage Superintendent
<b>Reviewed By:</b>	Rodger Mordue	<b>Date:</b>	January 26, 2022
<b>Subject:</b>	CN Rail and Drainage	<b>Council Meeting Date:</b>	February 02, 2022
<b>Report #:</b>	DS-22-05		

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### Recommendation:

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

### Background:

There has been issues with CN not pay their assessment under the Drainage Act and they are requesting that Township sign agreement which do not comply with Section 26 of the Act. This issue has cause delay to new projects and maintenance projects and has added additional cost and delays to municipalities across Ontario

### Analysis/Discussion:

See the Attached info from DSAO, OMAFRA, AMO

### Financial Considerations:

At present time this could have a major effect on the cost Princeton Drain 2017

(\$ 250,000 – 500,000)

### Attachments:

Letter from DSAO Board of Directors

Copy of OMAFRA minister Lisa M. Thompson letter to CN Rail President and CEO

Copy of AMO Call to Action – CN Rail and Drainage see highlighted area

Sample letter (template) for council to send to CN Rail





Membership Memo - AMO Call to Action



ministerlettertoCN.pdf



AMO Policy Update - Call to Action - CN



sampleletterCNRail.pdf

Respectfully submitted by:

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Jim Harmer  
Drainage Superintendent



## DRAINAGE SUPERINTENDENTS ASSOCIATION OF ONTARIO

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President – Lu-Ann Marentette  
Municipality of Leamington  
Phone: 519-326-5761 Ext 1309  
Email: [lmarentette@leamington.ca](mailto:lmarentette@leamington.ca)

Past President – Greg Nancekivell  
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Secretary  
Wray Wilson  
P.O. Box 167  
Fordwich, ON N0G 1V0  
Email: [dsao@dsao.net](mailto:dsao@dsao.net)

January 8, 2022

**To: All Drainage Superintendents Association Members**

**From: DSAO Board of Directors**

Just in, great news!!

Dear members,

Please see attached AMO Call to Action – CN Rail and Drainage

DSAO applauds AMO and Minister Lisa M. Thompson for taking a stand and defending the Drainage Act with regards to railroads and drainage in Ontario.

Please read the article below and we encourage all municipalities to send letters as AMO suggests. They have even provided a template letter for ease of use.

This is a positive step in the ongoing railroad issue that has impacted so many of our members.

Sincerely,

Your DSAO Executive

If anyone has any comments or suggestions, please advise asap to your chapter director or to the DSAO secretary.



December 23, 2021

Jean-Jacques Ruest  
President and CEO  
CN Rail  
[jeanjacques.ruest@cn.ca](mailto:jeanjacques.ruest@cn.ca)

Dear Mr. Ruest:

I am writing to you with regards to drainage in Ontario.

Drainage infrastructure is critical to support agriculture and food production in rural Ontario. Ontario's Drainage Act is a very important piece of legislation to meet the drainage needs of a variety of stakeholders including individual farmers, landowners, municipalities and, of course, railways. As resolving drainage issues can be complex and represent a significant financial impact for ratepayers, the Drainage Act was enacted to promote a fair and efficient process.

Historically, there has been infrequent and minimal conflict between municipalities and the railways around drainage. Railways have generally complied with their obligations under the Drainage Act. However, recently I have received a significant amount of correspondence from stakeholders and municipalities in Ontario – including by delegations at both the Rural Ontario Municipal Association and the Association of Municipalities of Ontario conferences – expressing concerns about difficulties they are having in their dealings with CN Rail on drainage issues and projects under the Drainage Act. It appears that CN Rail is now of the view that, as it is federally regulated, it is not required to comply with this provincial legislation.

Consequently, a variety of issues have emerged, including:

- non-payment by CN Rail of statutory cost assessments and/or advising municipalities that all costs are the responsibility of the municipality;
- project delays related to administrative barriers created by CN;
- insistence that the municipalities enter into crossing agreements that shift costs to the municipalities, contrary to the provisions of Ontario's Drainage Act.

.../2



Good things grow in Ontario  
À bonne terre, bons produits

Ministry Headquarters: 1 Stone Road West, Guelph, Ontario N1G 4Y2  
Bureau principal du ministère: 1, rue Stone ouest, Guelph (Ontario) N1G 4Y2

Sincerely,

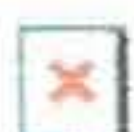
Lisa M. Thompson  
Minister of Agriculture, Food and Rural Affairs

c: Mayor Jamie McGarvey, AMO President, Mayor of the Town of Bracebridge  
Mayor Robin Jones, ROMA Chair, Village of Westport  
Fiona Murray, CN, Vice-President, Public and Government Affairs  
Daniel Salvatore, CN, Manager Public Affairs Ontario  
Hon. Omar Alghabra, Minister of Transport  
Hon. Marie-Claude Bibeau, Minister of Agriculture and Agri-Food Canada  
Hon. Caroline Mulroney, Minister of Transportation  
Hon. Steve Clark, Minister of Municipal Affairs and Housing

**COVID-19 Reminders**

- For vaccination booking details visit: <https://covid-19.ontario.ca/book-vaccine/>
- Follow your local public health/safety measures: <https://covid-19.ontario.ca/zones-and-restrictions>
- Practice physical distancing – stay 2 metres away from others in public  
Get the facts - [www.ontario.ca/page/covid-19-stop-spread](http://www.ontario.ca/page/covid-19-stop-spread)





To help protect your privacy, Microsoft Office prevented automatic download of this picture from the Internet.

January 5, 2022

## **AMO Policy Update – New Year Calls to Action and other issues of municipal concern**

### **Call to Action – Joint and Several Liability**

In 2018, Premier Ford committed to reviewing the matter of municipal joint and several liability. This review was conducted in 2019 with AMO and municipalities fully participating. Unfortunately, the results of this provincial review have not been released and municipalities are still awaiting news of how the Attorney General will address this important matter.

As municipal leaders are aware, liability and risks are one major driver of exponentially increasing insurance costs. However, managing risk and liability also has environmental impacts such as road salt application affecting wetlands and water quality in our lakes and streams.

To help drive the policy discussion, AMO submitted "[Towards a Reasonable Balance – Addressing Growing Municipal Liability and Insurance Costs](#)" in October 2019 that provides a refresh on the municipal argument to find a balance to the issues and challenges presented by joint and several liability, including implementing full proportionate liability and a cap on economic loss awards. It provided seven straightforward recommendations for actions to deal with this problem.

AMO is now asking for municipal councils to lend their support to the 7 recommendations contained in the AMO submission to re-establish the priority for provincial action on this issue. Councils are encouraged to pass a resolution when you next meet to ask the government to work with us to on a plan for resolution before the end of its current mandate.

Please send your supportive resolutions to the Attorney General, the Honourable Doug Downey at [attorneygeneral@ontario.ca](mailto:attorneygeneral@ontario.ca) and copy the Minister of Municipal Affairs and Housing, the Honourable Steve Clark at [minister.mah@ontario.ca](mailto:minister.mah@ontario.ca) as well as the AMO President, Jamie McGarvey, at [amopresident@amo.on.ca](mailto:amopresident@amo.on.ca).

### **Call to Action – CN Rail and Drainage**



AMO has prepared a [template letter](#) (also available for download in [.docx](#) format) for municipal Councils that are experiencing issues with drainage maintenance work, construction of new drains, and the collection of assessed costs to Railways for the *Drainage Act*. The template letter, which can be modified by each municipal Council, is intended to amplify support of the Ontario Minister of Agriculture, Food and Rural Affairs (OMAFRA)'s [letter](#) dated December 23, 2021. As the Minister states in her letter, "Given that federally regulated railways are indeed subject to the *Drainage Act*, we expect CN Rail to pay its costs as assessed under the *Drainage Act* and not to hinder the progress of these projects or others in the future."

Municipal Councils are encouraged to send the letter to each of the recipients copied in the letter and forward a copy to [policy@amo.on.ca](mailto:policy@amo.on.ca).

## ***Providing More Care, Protecting Seniors and Building More Beds Act* Receives Royal Assent**

On December 9<sup>th</sup>, the *Providing More Care, Protecting Seniors, and Building More Beds Act, 2021*, received [Royal Assent](#). The legislation will repeal the *Long-Term Care Homes Act, 2007* and replace it with the *Fixing Long-Term Care Act, 2021*. This new Act establishes in law the commitment to provide an average of four hours of direct care per resident per day by March 31, 2025, with increasing interim goals to increase care; establish new compliance and enforcement tools, including doubling the fines on the conviction of an offence; and align the Residents' Bill of Rights with the Ontario *Human Rights Code* and recognize the role caregivers play in resident health and well-being. The legislation also makes changes to the *Retirement Homes Act, 2021*.

AMO provided both a [written submission](#) to the Standing Committee on the Legislative Assembly and presented to the Committee our feedback on the Bill. The legislature made a revision to include emotional needs in the preamble of the Act, but not as a fundamental principle as was advocated for by AMO and other organizations. The government is set to propose and publicly consult on regulations for the two Acts in the coming months. AMO will continue to provide input and advocate for increased funding for municipal homes to implement emotion-focused models of care.

## **Call for Ideas: Housing Accelerator Fund and Rent-to-Own Program**

The federal Minister of Housing and Diversity has launched a Call for Ideas for two of the federal government's priorities outlined in the Speech for the Throne. The Housing Accelerator Fund would aim to remove barriers and help municipalities build housing more quickly in an ambitious and innovative manner, while the Rent-to-Own program would aim to help make it easier for renters to work towards home ownership. Municipalities, provinces and territories, Indigenous governments, organizations and



## Template Letter for Municipal Councils

Sent via email to: [jeanjacques.ruest@cn.ca](mailto:jeanjacques.ruest@cn.ca)

[Date]

Jean-Jacques Ruest  
President and Chief Executive Officer  
CN Rail  
935 de la Gauchetière Street West  
Montreal, Quebec, Canada  
H3B 2M9

Dear Mr. Ruest,

The framework through Ontario's *Drainage Act* supports agricultural productivity by reducing nutrient loss and soil on farmlands. It also provides environmental and economic benefits such as reducing flooding and increasing crop productivity and enhances natural habitats.

More than 45,000 km of municipal drains service nearly 2 million hectares of cropland in Ontario. As a result, drainage of agricultural land is critical as it removes excess water collected by roadside ditches, residential lots, schools, industrial and commercial lands, and any other properties in the surrounding areas.

The Ontario's *Drainage Act* establishes the process of how public utilities, including railways, participate in drainage. Railways along with other landowners benefit from and have participated in the *Drainage Act* process for decades.

That is why we are writing to amplify our support of the Ontario Minister of Agriculture, Food and Rural Affairs (OMAFRA)'s [letter](#) dated December 23, 2021. As Minister Thompson states in her letter, "Given that federally regulated railways are indeed subject to the *Drainage Act*, we expect CN Rail to pay its costs as assessed under the *Drainage Act* and not to hinder the progress of these projects or others in the future."

Municipal governments across Ontario are experiencing significant issues with drainage maintenance work, construction of new drains, and the collection of assessed costs to Railways for the *Drainage Act*. It is our hope that CN Rail will comply with the *Drainage Act* so that municipalities and our taxpayers are not left carrying the costs of these works that should be borne by railways.

Sincerely,

[Head of Council]

- cc. [Mayor Jamie McGarvey](#), President of the Association of Municipalities of Ontario (AMO), Mayor of the Town of Parry Sound  
[Mayor Robin Jones](#), Rural Ontario Municipal Association (ROMA) Chair, Village of Westport  
[Hon. Omar Alghabra](#), Minister of Transport  
[Hon. Marie-Claude Bibeau](#), Minister of Agriculture and Agri-Food Canada  
[Hon. Lisa Thompson](#), Minister of Agriculture, Food and Rural Affairs  
[Hon. Caroline Mulroney](#), Minister of Transportation  
[Hon. Steve Clark](#), Minister of Municipal Affairs and Housing  
[Local MPP]  
[Local MP]
-



# TOWNSHIP OF BLANDFORD-BLENHEIM

## Agenda Item

**To:** Members of Council                      **From:** Trevor Baer

**Reviewed By:** Rodger Mordue, CAO/Clerk                      **Date:** Jan 27 2022

**Subject:** Monthly Report – January                      **Council Meeting Date:**  
Feb 2 2022

**Report #:** CS-22-02

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### **Recommendation:**

That Report CS-22-02 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 December.

### **Analysis/Discussion**

#### **Administration**

Township staff are adhering to all provincial government and Southwest Public Health COVID-19 regulations for operations within the Community Services Department. Staff understand that the rules will keep changing as the season goes on. As of January 31, 2022, our halls and arena, will be open at a 50% capacity limit.

#### **Arena**

The arena opened up on Jan 31 2022. I have talked to all regular groups, at this point in time all will be returning, some may not require the same amount of ice time, due to a decline in members. Staff are reaching out to new groups that might be interested in ice time if it becomes available.

#### **Parks**

There is an ice rink operating at the Princeton Sporting Pad which opened Jan 6 2022, It has been busy over this time. The Drumbo rink should be opening at the start of February.

Thanks

Trevor Baer





# TOWNSHIP OF BLANDFORD-BLENHEIM

## Agenda Item

<b>To:</b>	Members of Council	<b>From:</b>	Jim Borton Director of Public Works
<b>Reviewed By:</b>	Rodger Mordue	<b>Date:</b>	January 27, 2022
<b>Subject:</b>	Monthly Report	<b>Council Meeting Date:</b>	February 2, 2022
<b>Report #:</b>	PW-22-03		

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### **Recommendation:**

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

### **Capital**

- Blenheim CN Bridge – CN has made the decision to replace the steel bridge structure. The bridge deck redesign is complete and the new contractor is building it. Dufferin Construction will be doing the install and are expected to have it done by October of 2022.
- Gobles CN Bridge – The third-party engineering report is being reviewed and CN is waiting on proposed resolutions. Township staff will be included in any inspections and discussions moving forward. Staff has been monitoring the traffic lights and are having to switch out the units every couple of weeks. We are keeping track of the hours and this labour will be charged to CN. CN is still exploring getting a more permanent light system installed that would be powered by hydro.
- The Tender was awarded to Finch Auto Group. The 2022 ¾ ton, 4x4 pick up was ordered in July. Due to manufacturing delays and part shortages staff is now being told it will be early 2022 before the truck will be ready.

### **Working during Covid-19**

- Public Works staff are still working out of the 2 different shops. With the new covid protocols (stage 2) staff is back into dedicated vehicles, masks at all times in the shops and 1 person per vehicle.

**County Shared Service/Road Association/Training**

- Shared Services meeting – The Township of East Zorra hosted the January meeting which was held virtually. We had a discussion on Covid protocols, talked about lining up grader training for the spring and discussed current equipment tender results.
- Road Association – Oxford County Road Supervisors Assoc. next meeting will be in March.
- AORS – AORS next Board of Directs meeting is scheduled for March 1<sup>st</sup>, this will be a virtual meeting and the AORS AGM has also been moved to April 11<sup>th</sup> as part of the OGRA Good Roads conference from April 10<sup>th</sup> – 13<sup>th</sup>.

**Other**

- In January we have seen significant snow accumulation and colder than normal temperatures. Staff has done a good job in keeping the roads clear and in good operation. The cold weather has allowed staff to keep the gravel roads in good shape as they are not going through the freeze thaw cycles that we see create pot holes and ruts.
- Met with representatives from the Paris to Ancaster bike race and Oxford Tourism. The race organizers are looking to add 100 km route and parts of that may run through the Township. Once more information is available it will be brought to councils' attention.
- Had a meeting with Oxford Planning and the Peterson development group about the possibility of changing the 33 remaining lots to semi-detached housing.
- Working with the Drainage Superintendent on creating the CLI-ECA documentation required by the province.
- Staff is still continuing to meet with land owners at outdoor sites to discuss ditch or road issues.
- Staff has been working with KSmart to update our Municipal servicing standards.
- Working with the County, KPMG and the area Municipalities on the Oxford Transportation Network (Roads and Bridges) Operations and Maintenance review. The study is getting close to the end (completion early March)

**Attachments** January Service Sharing minutes

Respectfully submitted by:



Jim Borton CRS-I  
Director of Public Works

## Service Rationalization

**MEETING MINUTES**

**DATE:** January 13, 2022

**LOCATION:** EZT/ Virtual

**PRESENT:** Adam Prouse, Jim Borton, Doug Wituik, Ken Farkas, Richard Sparham, Shawn Vanacker, Tom Lightfoot, Daniel Locke, Steve Oliver

**REGRETS:** Frank Gross

**COMMITTEE CHAIRMAN:** Tom Lightfoot      **SECRETARY:** Tom Lightfoot

ITEM	ACTION	ASSIGNED TO
1. Meeting called to order	10:00 am	
2. Minutes of Last Meeting:	Reviewed- moved by Steve Seconded by Adam	
3. Correspondence/ Speaker	None	
4. Old Business	Shawn- grader training, discussion on quotes that were received. Send your operator numbers and how much seat time is required for training to Shawn.	
5. New Business	Tom- granular tender, fuel surcharge discussion <ul style="list-style-type: none"> <li>- Half load discussion, Steve is going to invite Tony Hymers to the Feb meeting</li> <li>- Electronic hours of service regulation discussion</li> </ul>	
6. Round Table	Shawn- County approached Steed and Evans and Emcon about possible staff availability to cover if short due to Covid. They might have some staff available. Jim- salt supply discussion (clumping issues) Adam- discussion on EZT dedicated officer Ken/Group- equipment pricing <ul style="list-style-type: none"> <li>- single axle plow \$299,000</li> <li>- graders \$500,000</li> <li>- street sweeper/catch basin \$390,000</li> <li>- backhoe \$151,900</li> <li>- 8T rubber track excavator \$155,000</li> <li>- 12" chipper \$62,000</li> <li>- Trackless with Boom flail \$207,000</li> </ul> OGRA- moved to April 10 <sup>th</sup> to 13 <sup>th</sup>	
7. Health & Safety	Richard and Dan- discussion on covid and disinfecting of equipment Dan- Woodstock doing ladder training in the coming weeks, he will let us know if there is any extra availability.	
8. Next Meeting	<b>February 10, 2022 - 10:00 am start at Zorra Township</b>	
9. Adjourned	11:14a.m.	

## Service Sharing Meeting Dates 2022

January 13 EZT

February 10 Zorra

March 10 Oxford County

April 14 Blandford Blenheim

May 12 Norwich

June 9 SWOX

September 7 Tillsonburg

October 13 Woodstock

November 10 Ingersoll

December 7 Zorra



## TOWNSHIP OF BLANDFORD-BLENHEIM

### Agenda Item

**To:** Members of Council  
**Reviewed By:** Sarah Matheson, Deputy Clerk  
**Subject:** 2022 Municipal Election Dates  
**Report #:** CAO-22-01

**From:** Rodger Mordue, CAO/Clerk  
**Date:** January 6, 2022  
**Council Meeting Date:** February 2, 2022

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#### Recommendation:

That Report CAO-22-01 be received; and,

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

#### Background:

The 2022 municipal election is set for Monday October 24, 2022. Since the last municipal election in 2018 the Province of Ontario has brought forward some changes to timelines in relation to the municipal election.

#### Analysis/Discussion:

A few of changes to legislation have been made since the last election in 2018 which effect how municipal elections are conducted. The following highlights the important dates in the 2022 election calendar:

1. May 2, 2022. This is the first day that an individual can file nomination papers for candidacy and actively campaign in the 2022 municipal election. This is not changed from the 2018 election.
2. August 19, 2022. This is nomination day and is the last day for candidates to submit (or withdraw) their nomination papers for candidacy. Previously this was the last Friday in July.
3. October 24, 2022. Municipal Election Day. This is the 4<sup>th</sup> Monday in October and is the same as the 2018 election.

- 
4. November 15, 2022. New term of Council begins. This shortens the time period between the “old” and “new” Council as previously the new Council term began on the 1<sup>st</sup> of December.
  5. December 16, 2022. Deadline for the newly elected Council to hold their inaugural meeting. This date was previously December 31<sup>st</sup>. The Township’s procedural by-law states that the first Wednesday in December after an election will be the date for the inaugural meeting. Staff are suggesting that the procedural by-law be amended to make the third Wednesday in November following the election as the date for the inaugural meeting. This would shorten the time period in between Council's.

**Attachments:**

- N/A

Respectfully submitted by:

Rodger Mordue  
CAO/Clerk

THE CORPORATION OF THE  
TOWNSHIP OF BLANDFORD-BLENHEIM

BY-LAW NUMBER **2286-2022**

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

**WHEREAS** Section 238 of the Municipal Act, 2001, S. O. 2001, Chapter 25, provides that every municipality shall pass a procedural by- law for governing the calling, place and proceedings of meetings;

**AND WHEREAS** the Council of the Township of Blandford-Blenheim enacted Procedural By-law No. 1916-2015 on July 8, 2015, governing the calling, place and proceedings of meetings;

**AND WHEREAS** the Council of the Township of Blandford-Blenheim is desirous of amending Procedural By-law No. 1916-2015.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE  
TOWNSHIP OF BLANDFORD-BLENHEIM ENACTS AS FOLLOWS:**

**Delete Article 3 – Agenda Section 3.1 Contents Prepared by Clerk and Add:**

Article 3 - Agenda

3.1 Contents Prepared by Clerk

The Clerk shall cause to be prepared for the use of the members of the Council an "Agenda," under the following headings:

- Welcome
- Call to Order
- Approval of the Agenda
- Disclosure of Pecuniary Interest
- Minutes
- Matters Arising from the Minutes
- Public Hearings
- Court of Revision
- Delegations
- Correspondence
- Staff Reports
- Reports from Council Members
- Unfinished Business
- Notices of Motion
- New Business

Other  
By-laws  
Adjournment

**Delete Article 5 – Meetings Section 5.1 Regular Meetings and Add:**

Article 5 – Meetings Section

5.1 Regular Meetings

Meetings of Council shall be held at the Council Chambers adopted and used by the Council for such purpose. The Inaugural Meeting of Council shall take place at 4:00 pm on the third Wednesday of November following the election. The next and each succeeding regular meeting of Council shall be held on the first Wednesday and third Wednesday of each month at 4:00 pm, unless, Council selects an alternate meeting date, and time by way of resolution.

By-law **READ** a **FIRST** and **SECOND** time this 2 day of February, 2022.

By-law **READ** a **THIRD** time and **ENACTED** in Open Council this 2 day of February, 2022

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Mark Peterson, Mayor

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Rodger Mordue, CAO/Clerk



THE CORPORATION OF THE  
TOWNSHIP OF BLANDFORD-BLENHEIM  
BY-LAW NUMBER 2287-2022

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

**WHEREAS** by Section 5 of the *Municipal Act* 2001, S.O. 2001, c.25, the powers of a municipal corporation are to be exercised by its Council.

**AND WHEREAS** by Section 11 of the *Municipal Act* 2001, S.O. 2001, c.25, the powers of every Council are to be exercised by by-law;

**AND WHEREAS** it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Blandford-Blenheim at this meeting be confirmed and adopted by by-law;

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

1. That the actions of the Council of the Corporation of the Township of Blandford-Blenheim in respect of each recommendation contained in the reports of the Committees and each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Blandford-Blenheim, at this meeting held on February 2, 2022 is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Mayor and proper officials of the Corporation of the Township of Blandford-Blenheim are hereby authorized and directed to do all things necessary to give effect to the actions of the Council referred to in the proceeding section hereof.
3. That the Mayor and the CAO / Clerk be authorized and directed to execute all documents in that behalf and to affix thereto the seal of the Corporation of the Township of Blandford-Blenheim.

By-law read a first and second time this 2<sup>nd</sup> day of February, 2022.

By-law read a third time and finally passed this 2<sup>nd</sup> day of February, 2022.

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MAYOR  
MARK PETERSON

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CAO / CLERK  
RODGER MORDUE