

# MINUTES

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

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

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

Other: Robson, Planner.

Regrets: Councillor Barnes

Mayor Peterson in the Chair.

## 1. Welcome

## 2. Call to Order

## 3. Approval of the Agenda

### RESOLUTION #1

Moved by – Councillor Bambury  
Seconded by – Councillor Young

Be it hereby resolved that the agenda for the May 1<sup>st</sup>, 2024 Regular Meeting of Council be adopted as printed and circulated.

.Carried

## 4. Disclosure of Pecuniary Interest

None.

## 5. Adoption of Minutes

### a. April 17<sup>th</sup>, 2024 Minutes of Council

### RESOLUTION #2

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

Be it hereby resolved that the minutes of the April 17<sup>th</sup>, 2024 Meeting of Council be adopted, as printed and circulated.

.Carried

## 6. Business Arising from the Minutes

None.

## 7. Public Meetings

### a. Public Meeting under the Development Charges Act

#### RESOLUTION #3

Moved by – Councillor Demarest  
Seconded by – Councillor Young

Be it hereby resolved that Council move into a Public Meeting under the Development Charges Act at 4:02 p.m.

.Carried

The Consultant, Stephen, presented the 2024 Development Charge and Background Study. The Chair made comment regarding Bill 185 to which the Stephen replied. There was no further question or comment from the Members. No one in attendance spoke regarding the study.

#### RESOLUTION #4

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that the presentation from Sean-Michael Stephen be received as information;

And further, that Council authorize the Director of Finance to prepare a development charges by-law for the June 5, 2024 Meeting of Council based upon the Development Charges Background Study, as presented.

.Carried

#### RESOLUTION #5

Moved by – Councillor Demarest  
Seconded by – Councillor Young

Be it hereby resolved that the Public Meeting be adjourned and that the Regular Meeting of Council reconvene at 4:20 p.m.

.Carried

### b. Public Meeting under the Planning Act, Committee of Adjustment

#### RESOLUTION #6

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that Council move into Committee of Adjustment at 4:20 p.m.

.Carried

The Minutes can be found on the May 1, 2024 Minutes of the Committee of Adjustment.

**RESOLUTION #7**

Moved by – Councillor Demarest  
Seconded by – Councillor Young

Be it hereby resolved that the Committee rise at 4:26 p.m. and that the Open Council meeting resumes.

.Carried

**c. Public Meeting under the Planning Act, Zone Change**

**RESOLUTION #8**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

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

ZN1-24-05 (Jay Clare);

And that Mayor Peterson Chair the Public Meeting.

.Carried

The Planner presented the Report, recommending approval. No Member made comment or had questions regarding the application. The applicant's solicitor was present. No one in the audience spoke for or against the application.

**RESOLUTION #9**

Moved by – Councillor Demarest  
Seconded by – Councillor Young

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

.Carried

**RESOLUTION #10**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that the Township of Blandford-Blenheim approve the Zone Change Application submitted by Jay David Clare, whereby lands described as Part Lot 19, Concession 5 (Blenheim), Township of Blandford-Blenheim, are to be rezoned from 'General Agricultural Zone (A2)' to 'Rural Residential Zone (RR).'

.Carried

## 8. Delegations / Presentations

- i. Ronda Stewart, Economic Development Director, Rural Oxford Economic Development, re: 2023 Year in Review

Ronda Stewart, Economic Development Director or ROEDC presented the 2023 Year in Review. Councillor Banbury commended Stewart on the ROEDC's accomplishments. Councillor Young commented on the benefit the ROEDC brings to the community. Councillor Demarest commented on her position on the Board for the last 6 years and how well the ROEDC functions and has grown throughout the years. Mayor Peterson thanked Stewart and her team for their efforts.

### RESOLUTION #11

Moved by – Councillor Demarest  
Seconded by – Councillor Young

Be it hereby resolved that the presentation from Ronda Stewart regarding the 2023 Year in Review be received as information.

.Carried

## 9. Correspondence

- a. Specific

None.

- b. General

- i. Rural Oxford Economic Development Committee, re: February/March 2024 Economic Development Activity Report
- ii. Oxford County, Public Works Memorandum, re: Drumbo Wastewater Treatment Plant Capacity Expansion Municipal Class Environment Assessment Study – Notice of Commencement, Village of Drumbo

### RESOLUTION #12

Moved by – Councillor Demarest  
Seconded by – Councillor Young

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

.Carried

## 10. Staff Reports

### a. Adam Degier – Drainage Superintendent

- i. DS-24-12 – Monthly Report

#### RESOLUTION #13

Moved by – Councillor Young  
Seconded by – Councillor Demarest

Be it hereby resolved that Report DS-24-12 be received as information.

.Carried

### b. Trevor Baer – Director of Community Services

- i. CS-24-05 – Monthly Report

#### RESOLUTION #14

Moved by – Councillor Young  
Seconded by – Councillor Banbury

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

.Carried

### c. Josh Brick – Chief Administrative Officer

- i. CAO-24-20 – 2023 Building Reserve Report

#### RESOLUTION #15

Moved by – Councillor Demarest  
Seconded by – Councillor Young

Be it hereby resolved that Report CAO-24-20 be received as information.

.Carried

## 11. Reports from Council Members

Councillor Young reported that she spoke to the staff at the Plattsville & District Public School regarding curbing vandalism in the Township parks, specifically the

importance of youth being leaders in, and champions of the community. Further, Member Young reported her attendance at the Communities Building Youth's Futures Oxford County, an event led by youth and community allies holding projects throughout the County. Member Banbury reported on his and Member Barnes's attendance at the Ontario Good Roads Association (OGRA) Conference being successful. Member Banbury further reported a conversation with the staff at CN Rail while at OGRA, hoping for positive future relations with the company. Mayor Peterson reported on the importance of keeping youth occupied, stating that he would like to have youth involved in the community doing things such as volunteering their time in the Township parks, giving youth agency within the communities that they live and making them proud of their public spaces.

## **12. Unfinished Business**

None.

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

None.

## **14. New Business**

None.

## **15. Closed Session**

d. Report CAO-24-19 - Personal matters about an identifiable individual, including municipal employees [s. 239(2)(b)]

Re: Staff

e. Report CAO-24-21 – Advice that is subject to solicitor-client privilege, including communications necessary for that purpose [s. 239(2)(f)]

Re: Township Roads

### **RESOLUTION #16**

Moved by – Councillor Demarest

Seconded by – Councillor Young

Be it hereby resolved that Council move into Closed Session under the authority of Section 239 of the Municipal Act at 5:09 p.m. to discuss:

- a. Report CAO-24-19 - Personal matters about an identifiable individual, including municipal employees [s. 239(2)(b)]

Re: Legal Update – Personal Matters

- b. Report CAO-24-21 – Advice that is subject to solicitor-client privilege, including communications necessary for that purpose [s. 239(2)(f)]

Re: Legal Update – Road Debris

.Carried

### **RESOLUTION #17**

Moved by – Councillor Demarest

Seconded by – Councillor Young

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 5:31 p.m. and reports the following:

- That Council gave direction to the CAO regarding Report CAO-24-19; and,
- That Council gave direction to the CAO regarding Report CAO-24-21.

.Carried

## **16. By-laws**

- a. 2431-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-04);
- b. 2432-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-05); and,
- c. 2433-2024, Being a By-law to confirm the proceedings of Council.

### **RESOLUTION #18**

Moved by – Councillor Banbury

Seconded by – Councillor Demarest

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

- a. 2431-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-04);

b. 2432-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-05); and,

c. 2433-2024, Being a By-law to confirm the proceedings of Council.

.Carried

**RESOLUTION #19**

Moved by – Councillor Demarest  
Seconded by – Councillor Young

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

a. 2431-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-04);

b. 2432-2024, Being A By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-05); and,

c. 2433-2024, Being a By-law to confirm the proceedings of Council.

.Carried

**17. Other Business**

None.

**18. Adjournment and Next Meeting**

**RESOLUTION #20**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 5:33 p.m.;

Be it hereby resolved that Council adjourn to meet again on Wednesday, May 15<sup>th</sup>, 2024 at 4:00 p.m.

.Carried

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Mark Peterson, Mayor  
Township of Blandford-Blenheim

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Sarah Matheson, Clerk  
Township of Blandford-Blenheim