

# MINUTES

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

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

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

Mayor Peterson in the Chair.

## 1. Welcome

## 2. Call to Order

## 3. Approval of the Agenda

### RESOLUTION #1

Moved by – Councillor Young  
Seconded by – Councillor Demarest

Be it hereby resolved that the agenda for the April 2<sup>nd</sup>, 2025 Regular Meeting of Council be adopted, as printed and circulated.

.Carried

## 4. Disclosure of Pecuniary Interest

None.

## 5. Adoption of Minutes

- a. March 19<sup>th</sup>, 2025, Regular Meeting Minutes of Council
- b. March 25<sup>th</sup>, 2025, Special Meeting Minutes of Council

### RESOLUTION #2

Moved by – Councillor Banbury  
Seconded by – Councillor Barnes

Be it hereby resolved that the minutes of the March 19<sup>th</sup> and March 25<sup>th</sup>, 2025 Meetings of Council be adopted, as printed and circulated.

.Carried

## 6. Business Arising from the Minutes

None.

## 7. Public Meetings

None.

## 8. Delegations / Presentations

None.

## 9. Correspondence

### a. Specific

None.

### b. General

- i. Chair K. Stewart & Vice-Chair M. Peterson, Oxford O.P.P. Detachment Board 2, re: Letter to Municipal Councils

**RESOLUTION #3**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

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

.Carried

## 10. Staff Reports

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

- i. CS-25-03 – Monthly Report

**RESOLUTION #4**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that Report CS-25-03 be received as information.

.Carried

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

- i. PW-25-04 – Road Improvement Criteria

**RESOLUTION #5**

Moved by – Councillor Young  
Seconded by – Councillor Barnes

Be it hereby resolved that Report PW-25-04 be received as information.

.Carried

ii. PW-25-05 – Monthly Report

**RESOLUTION #6**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that Report PW-25-05 be received as information.

.Carried

**c. Drew Davidson – Director of Protective Services**

i. FC-25-05 – Princeton Fire Station Report

**RESOLUTION #7**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report FC-25-05 be received as information;  
and further,

That Council directs staff to proceed with final preparation of tender documents for construction of the Princeton Fire Station to be released the beginning of July, it being noted construction would begin September 2025.

.Carried

**d. Sarah Matheson – Clerk**

i. DC-25-02 – Flag Policy Review

**RESOLUTION #8**

Moved by – Councillor Barnes  
Seconded by – Councillor Young

Be it hereby resolved that Report DC-25-02 be received as information;  
and further,

That the revised Flag Protocol Policy for the Township of Blandford-Blenheim be adopted.

.Carried

- ii. DC-25-03 – Annual Accessibility Plan Status Report

**RESOLUTION #9**

Moved by – Councillor Demarest  
Seconded by – Councillor Young

Be it hereby resolved that Report DC-25-03 be received as information.

.Carried

- iii. DC-25-04 – Voting Methods for the 2026 Municipal Election

**RESOLUTION #10**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that Report DC-25-04 be received as information;  
and further,

That the decision regarding the implementation of a voting method for the  
2026 Municipal Election be deferred to a subsequent meeting.

.Carried

**e. Denise Krug – Director of Finance**

- i. TR-25-07 – Additional 2025 Council Grant & Subsidy Request

**RESOLUTION #11**

Moved by – Councillor Demarest  
Seconded by – Councillor Young

Be it hereby resolved that Report TR-25-07 be received as information;  
and further,

That Council grants the Drumbo Lions Club's request for funding for the  
Lions Memorial bench in the Drumbo Park in the amount of \$1,000.00.

.Carried

**11. Reports from Council Members**

Councillor Young reported regarding the Hugh Hall Event, the Drumbo Fire Association Charity, citing an excellent wrap up to the season in the arena. Mayor Peterson reported that the U13 Rep Team won the Good Deeds Cup in

Plattsville. Mayor Peterson reported that the team will attend the next meeting and one player will be appointed Mayor of the Day.

## **12. Unfinished Business**

None.

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

None.

## **14. New Business**

None.

## **15. Closed Session**

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

Re: Personal Matters

### **RESOLUTION #12**

Moved by – Councillor Banbury  
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 5:19 p.m. to discuss:

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

Re: Personal Matters

.Carried

### **RESOLUTION #13**

Moved by – Councillor Demarest  
Seconded by – Councillor Young

Be it hereby resolved that that Council does now adjourn from Closed Session and resume into Open Session at 6:25 p.m. and reports the following:

That Council provided direction to staff regarding Report CAO-25-08, directing staff to begin the recruitment process for a Deputy Clerk / Communications Coordinator.

.Carried

## 16. By-laws

### RESOLUTION #14

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. 2491-2025, Being a By-Law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-24); and,
- b. 2492-2025, Being a By-law to confirm the proceedings of Council.

.Carried

### RESOLUTION #15

Moved by – Councillor Barnes  
Seconded by – Councillor Young

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

- a. 2491-2025, Being a By-Law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-24-24); and,
- b. 2492-2025, Being a By-law to confirm the proceedings of Council.

.Carried

## 17. Other Business

None.

## 18. Adjournment and Next Meeting

### RESOLUTION #16

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 6:27 p.m.;

Be it hereby resolved that Council adjourn to meet again on Wednesday, April 16<sup>th</sup>, 2025 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