



## MINUTES

Wednesday, September 17, 2025 at 04:00 PM

Council Chambers

47, Wilmot St. S. Drumbo, ON

Streamed live to Township of Blandford-Blenheim YouTube Channel

Present:

Mayor M. Peterson, Councillor D. Barnes, Councillor N. Demarest, Councillor B. Banbury and Councillor T. Young

Staff:

CAO Brick, Clerk Matheson, Director of Finance Krug, Drainage Superintendent Degier, Director of Protective Services Davidson, Director of Public Works Borton, Chief Building Official Belanger, Director of Community Services Baer and Planner Robson

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### 1. Welcome

### 2. Call to Order

### 3. Approval of the Agenda

**RESOLUTION 2025-09-17-01**

**Moved by -** Councillor Young

**Seconded by -** Councillor Barnes

Be it hereby resolved that the agenda for September 17, 2025 Regular Meeting of Council be adopted as printed, and circulated.

**Carried**

### 4. Disclosure of Pecuniary Interest

None.

### 5. Minutes

#### 5.a September 3, 2025 Minutes of Council

**RESOLUTION 2025-09-17-02**

**Moved by -** Councillor Banbury

**Seconded by -** Councillor Young

Be it hereby resolved that the minutes of the September 3, 2025, Regular Meeting

of Council be adopted, as printed and circulated.

**Carried**

**6. Business Arising from the Minutes**

None.

**7. Public Meetings**

**7.a Public Meeting under the Planning Act, Committee of Adjustment**

**RESOLUTION 2025-09-17-03**

**Moved by** - Councillor Barnes

**Seconded by** - Councillor Banbury

Be it hereby resolved that Council move into Committee of Adjustment at 4:01 p.m.

**Carried**

**7.a.1 Application for Minor Variance**

**RESOLUTION 2025-09-17-04**

**Moved by** - Councillor Banbury

**Seconded by** - Councillor Young

That the Township of Blandford-Blenheim Committee of Adjustment approve the Application File A04-25, submitted by Mike and Paula Johnson for lands described as Lots 30-31 and Part Lot 32, Plan 99 in the Township of Blandford-Blenheim.

**Carried**

**RESOLUTION 2025-09-17-05**

**Moved by** - Councillor Banbury

**Seconded by** - Councillor Young

Be it hereby resolved that the Committee rise at 4:07 p.m., and that the Open Council meeting resumes.

**Carried**

**8. Delegations/Presentations**

**8.a Colleen Sarkisian & Sharon Jenne (nee Balkwill), re: Dedication of Municipal Roadway Request**

**RESOLUTION 2025-09-17-06**

**Moved by -** Councillor Banbury

**Seconded by -** Councillor Barnes

Be it hereby resolved that the delegation from Colleen Sarkisian and Sharon Jenne (nee Balkwill) be received as information; and further,

That Council direct staff to bring a Report regarding the request at a future meeting.

**Carried**

**8.b Terry McDougall, Plattsville & District Lions Club President, re: Naming Rights to the Plattsville Pavilion in Plattsville Park**

**RESOLUTION 2025-09-17-07**

**Moved by -** Councillor Young

**Seconded by -** Councillor Banbury

Be it hereby resolved that the delegation from Terry McDougall, President of the Plattsville Lions Club, be received as information; and further,

That Council direct staff to bring a Report regarding the request at a future meeting.

**Carried**

**8.c Kimberly Earls, South Central Ontario Region EDC Executive Director, re: Regional/Partner Update**

**RESOLUTION 2025-09-17-08**

**Moved by -** Councillor Young

**Seconded by -** Councillor Barnes

Be it hereby resolved that the presentation from Kimberley Earls and Jennifer Kyle of SCOR EDC be received as information.

**Carried**

**9. Correspondence**

**9.a Specific**

**9.b General**

## 10. Staff Reports

### 10.a Drew Davidson, Director of Protective Services, FC-25-13 - August Monthly Report

**RESOLUTION 2025-09-17-09**

**Moved by** - Councillor Banbury

**Seconded by** - Councillor Young

Be it hereby resolved that Report FC-25-13 be received as information.

**Carried**

### 10.b Drew Davidson, Director of Protective Services, FC-25-14 - OFM Grant

**RESOLUTION 2025-09-17-10**

**Moved by** - Councillor Young

**Seconded by** - Councillor Barnes

Be it hereby resolved that Report FC-25-14 be received as information; and further, That Council approve the allocation of this year's Ontario Firefighter Cancer Prevention Grant toward the proposed cancer-prevention initiatives, as outlined in the report.

**Carried**

### 10.c Drew Davidson, Director of Protective Services, FC-25-15 - Camp 85 Review

**RESOLUTION 2025-09-17-11**

**Moved by** - Councillor Young

**Seconded by** - Councillor Banbury

Be it hereby resolved that Report FC-25-15 be received as information.

**Carried**

### 10.d Drew Davidson, Director of Protective Services, FC-25-16 - Princeton Station – Capital Expenditures

**RESOLUTION 2025-09-17-12**

**Moved by** - Councillor Banbury

**Seconded by** - Councillor Young

Be it hereby resolved that Report FC-25-16 be received as information; and further,  
That Council authorizes staff to make the necessary 2025 Princeton Fire Station  
Project expenditures in the amount of \$122,000.00 as outlined in Report FC-25-16,  
it being noted that listed 2025 project expenditures be funded from the Fire  
Reserve.

**Carried**

**10.e Adam Degier, Drainage Superintendent, DS-25-02 - Petition for Drainage  
- Sparks Drain**

**RESOLUTION 2025-09-17-13**

**Moved by - Councillor Barnes**

**Seconded by - Councillor Young**

Be it hereby resolved that Report DS-25-02 be received as information; and,  
That Council accepts the petition for drainage works for Lot 9 and 10, Concession 4,  
Blenheim, Township of Blandford-Blenheim, from John Pynenburg, in the affected  
area of the existing private Sparks Drain; and further,  
That the Clerk notify the Grand River Conservation Authority that the Township of  
Blandford-Blenheim has received a petition for drainage work and that they intend to  
proceed with this petition

**Carried**

**10.f Denise Krug, Director of Finance, TR-25-12 - Budget Schedule**

**RESOLUTION 2025-09-17-14**

**Moved by - Councillor Banbury**

**Seconded by - Councillor Barnes**

Be it hereby resolved that Report TR-25-12 be received as information;  
And further that Council adopt the budget schedule for the 2026 Operating and  
Capital Budgets, set out in Report TR-25-12.

**Carried**

**10.g Kevin Brandt, Deputy Clerk/Communications Coordinator, DC-25-09 -  
Corporate Communications Plan 2025**

**RESOLUTION 2025-09-17-15**

**Moved by - Councillor Young**

**Seconded by -** Councillor Banbury

Be it hereby resolved that Report DC-25-09 be received; and further,  
That Council adopt the Township of Blandford-Blenheim Corporate Communications Plan 2025 as presented in Report DC-25-09 as a guiding framework for communications.

**Carried**

**10.h Kevin Brandt, Deputy Clerk/Communications Coordinator, DC-25-12 -  
Launch of Updated Township Website**

**RESOLUTION 2025-09-17-16**

**Moved by -** Councillor Barnes

**Seconded by -** Councillor Young

Be it hereby resolved that Report DC-25-12 be received as information; and further,  
That Council formally recognize the launch of the redesigned municipal website and direct staff to continue promoting the updated site through Township communication channels and monitor website analytics and user feedback to guide ongoing improvements

**Carried**

**10.i Sarah Matheson, Director of Corporate Services/Clerk, DC-25-10 -  
Graphic Image By-law Amendment**

**RESOLUTION 2025-09-17-17**

**Moved by -** Councillor Young

**Seconded by -** Councillor Banbury

Be it hereby resolved that Report DC-25-10 be received as information, and further;  
That Council amend By-law 2354-2023, being a By-law to regulate the delivery of graphic images in the Township of Blandford-Blenheim.

**Carried**

**10.j Sarah Matheson, Director of Corporate Services/Clerk, DC-25-11 -  
January 2026 Meeting Schedule**

**RESOLUTION 2025-09-17-18**

**Moved by -** Councillor Barnes

**Seconded by -** Councillor Young

Be it hereby resolved that Report DC-25-11 be received as information; and,  
That the Council Meeting scheduled for January 7th, 2026 be cancelled and the following meetings be established for the month of January 2026:

- January 14th, 2026, Regular Council Meeting, beginning at 4:00 p.m.; and,
- January 21st, 2026 (third Wednesday of the month), Operating Budget & Capital Budget/Long Term Capital Plan Meeting, beginning at 10:00 a.m

**Carried**

**11. Reports from Council Members**

Mayor Peterson acknowledged the upcoming 175th Drumbo Fair, scheduled for September 20–21, 2025.

**12. Unfinished Business**

None.

**13. Motions and Notices of Motion**

None.

**14. New Business**

None.

**15. Closed Session**

**RESOLUTION 2025-09-17-19**

**Moved by** - Councillor Young

**Seconded by** - Councillor Banbury

Be it hereby resolved that Council move into Closed Session under the authority of Section 239 of the Municipal Act at 5:32 p.m. to discuss:

a. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose [s.239 (2)(f)]

Re: Legal Matters

**Carried**

**RESOLUTION 2025-09-17-20**

**Moved by** - Councillor Young

**Seconded by** - Councillor Banbury

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 5:45 p.m. and reports the following:

That Council provided direction to staff regarding Report CAO-25-23.

**Carried**

## **16. By-laws**

**16.a By-law 2513-2025, Being a By-law to amend By-law 2354-2023, a By-law to regulate delivery of graphic images in the Township of Blandford-Blenheim.**

**16.b By-law 2514-2025, Being a By-law to confirm the proceedings of Council.**

**RESOLUTION 2025-09-17-21**

**Moved by - Councillor Barnes**

**Seconded by - Councillor Young**

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

- a. By-law 2513-2025, Being a By-law to amend By-law 2354-2023, a By-law to regulate delivery of graphic images in the Township of Blandford-Blenheim; and,
- b. By-law 2514-2025, Being a By-law to confirm the proceedings of Council.

**Carried**

**RESOLUTION 2025-09-17-22**

**Moved by - Councillor Banbury**

**Seconded by - Councillor Young**

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

- a. By-law 2513-2025, Being a By-law to amend By-law 2354-2023, a By-law to regulate delivery of graphic images in the Township of Blandford-Blenheim; and,
- b. By-law 2514-2025, Being a By-law to confirm the proceedings of Council.

**Carried**

## **17. Other**

## **18. Adjournment and Next Meeting**

**RESOLUTION 2025-09-17-23**

**Moved by - Councillor Young**



**Seconded by** - Councillor Barnes

Whereas business before Council has been completed at 5:46 p.m.;

Be it hereby resolved that Council adjourn to meet again on Wednesday, October 1st, 2025 at 4:00 p.m.

**Carried**

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Mark Peterson, Mayor

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Sarah Matheson, Clerk