

# 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, Belanger, Borton, Davidson, Harmer, Krug, Mordue and Matheson.

Other: Robson, Planner.

Mayor Peterson 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 November 1<sup>st</sup>, 2023 Regular Meeting of Council be adopted as printed and circulated.

.Carried

## 4. Disclosure of Pecuniary Interest

None.

## 5. Adoption of Minutes

### a. October 18<sup>th</sup>, 2023 Minutes of Council

### RESOLUTION #2

Moved by – Councillor Barnes  
Seconded by – Councillor Demarest

Be it hereby resolved that the minutes of the October 18<sup>th</sup>, 2023 Meeting of Council be adopted, as printed and circulated.

.Carried

### b. October 25<sup>th</sup>, 2023 Minutes of Council

### RESOLUTION #3

Moved by – Councillor Barnes

Seconded by – Councillor Demarest

Be it hereby resolved that the Minutes of the October 25<sup>th</sup>, 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, Committee of Adjustment**

#### **RESOLUTION #5**

Moved by – Councillor Barnes  
Seconded by – Councillor Demarest

Be it hereby resolved that Council move into Committee of Adjustment at 4:08 p.m.

.Carried

#### **RESOLUTION #6**

Moved by – Councillor Barnes  
Seconded by – Councillor Demarest

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

.Carried

The Minutes of the Committee of Adjustment are on the November 1<sup>st</sup>, 2023 Minutes of the Committee of Adjustment. The decisions for MVA-05-23, MVA06-23 and MVA07-23 were all signed as approved.

### **b. Public Meeting Under the Planning Act, Zone Change**

#### **i. Application for Zone Change – ZN-23-13 (Loree)**

#### **RESOLUTION #7**

Moved by – Councillor Barnes  
Seconded by – Councillor Demarest

Be it hereby resolved that Council rise and go into Public Meeting under the Planning Act to consider an application for Zone Change:

ZN1-23-13 – (Loree);

And that Mayor Peterson Chair the Public Meeting.

.Carried

The Planner presented the report, recommending approval. The applicants were present. The Committee Member Banbury asked a question that was answered by Robson, Planner. Committee Chair Peterson asked a question that was answered by Robson, Planner. There were no further question or comment. The applicants and applicant's agent were present. Craig Robson, neighbour, spoke in favour of the application. No one spoke against the application.

**RESOLUTION #8**

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 #9**

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 Lorne and Laurie Loree, whereby lands described as Part Lot 4, Concession 8 (Blenheim), Township of Blandford-Blenheim, are to be rezoned from 'Special General Agricultural Zone (A2-G3)' to 'Special General Agricultural Zone (A2-36)' to permit an existing garden suite to remain on-site permanently while being recognized as an additional residential unit (ARU).

.Carried

**8. Delegations / Presentations**

None.

**9. Correspondence**

**a. Specific**

- i. [Karlee Britton, Deputy Clerk, Township of McKellar, Re: Call for an Amendment to the Legislation Act, 2006.](#)

**RESOLUTION #10**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that the Council of the Township of Blandford-Blenheim supports the Township of McKellar’s call for an amendment to the *Legislation Act, 2006*.

.Carried

**b. General**

- i. [Police Services Board, Township of Blandford Blenheim, Re: July 26, 2023 Meeting Minutes](#)
- ii. [David Simpson, Director of Public Works, Oxford County, Re: 2024 Transportation Master Plan – Extended Consultation](#)
- iii. [David Simpson, Director of Public Works, Oxford County, Re: 2024 Water and Wastewater Master Plan – Extended Consultation](#)

**RESOLUTION #11**

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. Gord Hough – Director of Community Planning, Oxford County**

- i. CP 2023-357 – Report Regarding Conservation Authority Service Agreements (Upper Thames River CA and Grand River CA)

**RESOLUTION #4**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that Report CP 2023-357 be received as information;  
and,

That Council advise the County that the Township supports entering into MOU/agreements with the Upper Thames River Conservation Authority and the Grand River Conservation Authority for Programs and Services as outlined in Report CP 2023-357.

.Carried

**b. Jim Harmer – Drainage Superintendent**

i. DS-23-18 – Monthly Report

**RESOLUTION #12**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that Report DS-23-18 be received as information.

.Carried

ii. DS-23-19 – Hotson Drain

**RESOLUTION #13**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that Report DS-23-19 be received as information;

And further that the tender for the Hotson Drain 2023 be awarded to John Devries Construction in the amount of \$106,525.00 plus applicable taxes.

.Carried

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

i. PW-23-19 – Monthly Report

**RESOLUTION #14**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report PW-23-19 be received as information.

.Carried

**d. Trevor Baer – Director of Community Services**

i. CS-23-14 – Monthly Report

**RESOLUTION #15**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report CS-23-14 be received as information.  
.Carried

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

i. CAO-23-20 – Plattsville Estates Stage 3B Letter of Credit

**RESOLUTION #16**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report CAO-23-20 be received as information;  
and,

That Council authorize the following Letter of Credit reduction on the  
recommendation of the Township's Consulting Engineer:

- Plattsville Estates stage 3B Subdivision from \$17,511.00 to \$0.00.

.Carried

ii. CAO-23-21 – Asset Naming Policy

**RESOLUTION #17**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report CAO-23-21 be received as information.

.Carried

**11. Reports from Council Members**

Mayor Peterson reported on Remembrance Day ceremonies throughout the Township. Sunday, November 5<sup>th</sup> 2023 at 11:30 am is a ceremony at Chesterfield. Friday, November 10<sup>th</sup>, 2023 at 10:45 am is a ceremony at the Drumbo School. Sunday, November 11<sup>th</sup>, 2023 at 10:30 am is the Princeton Park ceremony. Sunday November 11<sup>th</sup>, 2023 at 11:00 am is the Plattsville Park ceremony. Mayor Peterson also reported on the Parade of the Pumpkins in Plattsville happening November 1<sup>st</sup>, 2023 at 6:30 pm. Councillor Young will be judging the event.

**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 or local board employees.

Re: CAO Recruitment Update.

#### **RESOLUTION #18**

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 4:49 p.m. to discuss:

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

Re: CAO Recruitment Update.

.Carried

#### **RESOLUTION #19**

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 5:30 p.m.

.Carried

### **16. Other Business**

None.

### **17. By-laws**

- a. 2393-2023, A By-law to amend Development Charges By-law 2148-2019, as amended for the Township of Blandford-Blenheim;

- b. 2394-2023, A By-law to amend the assessment schedules based on actual costs incurred for constructing the Plattsville Estates Phases 3 & 4 Drain;
- c. 2395-2023, A By-law to amend Zoning By-Law Number 1360-2002, as amended (Loree);
- d. 2396-2023, Being a By-law to confirm the proceedings of Council.

**RESOLUTION #20**

Moved by – Councillor Young  
Seconded by – Councillor Banbury

Be it hereby resolved that the following By-laws be now read a first and second time: 2393-2023, 2394-2023, 2395-2023, & 2396-2023.

.Carried

**RESOLUTION #21**

Moved by – Councillor Young  
Seconded by – Councillor Banbury

Be it hereby resolved that the following By-laws be now read a third and final time: 2393-2023, 2394-2023, 2395-2023, & 2396-2023.

.Carried

**18. Adjournment and Next Meeting**

**RESOLUTION #22**

Moved by – Councillor Young  
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 5:34 p.m.; and,

That Council adjourn to meet again on Wednesday, November 15<sup>th</sup>, 2023 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