

# 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, Brick, Davidson, Degier, Krug, 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 February 7<sup>th</sup>, 2024 Regular Meeting of Council be adopted as printed and circulated.

.Carried

## 4. Disclosure of Pecuniary Interest

None.

## 5. Adoption of Minutes

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

### RESOLUTION #2

Moved by – Councillor Barnes  
Seconded by – Councillor Demarest

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

.Carried

### b. January 24<sup>th</sup>, 2024 Minutes of Council

### RESOLUTION #3

Moved by – Councillor Barnes  
Seconded by – Councillor Demarest

Be it hereby resolved that the minutes of the January 24<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 Planning Act, Committee of Adjustment

### RESOLUTION #4

Moved by – Councillor Barnes  
Seconded by – Councillor Demarest

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

.Carried

### RESOLUTION #5

Moved by – Councillor Barnes  
Seconded by – Councillor Demarest

Be it hereby resolved Committee rise at 4:06 p.m. and that the Open Council meeting resumes.

.Carried

## 8. Delegations / Presentations

- i. Curtis McIntyre, Drainage Engineer, K. Smart Associates, Re: Mitchell Drain
- ii. Curtis McIntyre, Drainage Engineer, K. Smart Associates, Re: Baker Drain

McIntyre presented the Engineer's Reports for both the Mitchell and Baker Drain. No member of Council had questions regarding the reports. No petitioners opted to remove or add their names to the petition. No one in attendance had questions regarding the reports.

### RESOLUTION #6

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that the presentations of the Engineer's Reports for the Mitchell and Baker Drain be received as information.

.Carried

## 9. Correspondence

a. Specific

None.

b. General

- i. Frank Gross, Manager of Transportation and Waste Management Services, Oxford County, Re: Reduced Load Limit By-law Amendment.
- ii. Travis Lockhart, Woodlands Conservation Municipal Enforcement Officer, Oxford County, Re: Amendments to County Forests and County Lands Recreation By-law and Woodlands Conservation By-law

**RESOLUTION #7**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

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

.Carried

## 10. Staff Reports

a. Adam Degier – Drainage Superintendent

- i. DS-24-02 - Consideration of Report Section 4 and 78 for the Mitchell Drain 2023

**RESOLUTION #8**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that Report DS 24-02 be received as information; and,

That Council gives consideration to By-Law No. 2416-2024 for the Mitchell Drain 2023 and give first and second reading (provisional by-laws); and,

That the Court of Revision be set for Wednesday March 6, 2024 at 4:00 p.m.; and further,

That the Engineer be directed to invite tenders for the Mitchell Drain 2023 with tender closing Wednesday March 13, 2024 at noon.

.Carried

- ii. DS-24-03 – Consideration of Report Section 4 for the Baker Drain 2024

**RESOLUTION #9**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that Report DS 24-03 be received as information; and,

Further that Council gives consideration to By-Law No. 2417-2024 for the Baker Drain 2024 and give first and second reading (provisional by-laws); and,

Further that the Court of Revision be set for Wednesday March 6, 2024 at 4:00 p.m.; and further,

That the Engineer be directed to invite tenders for the Baker Drain 2024 with tender closing Wednesday March 13, 2024 at noon.

.Carried

- iii. DS-24-04 – Monthly Report

**RESOLUTION #10**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that Report DS-24-04 be received as information.

.Carried

- iv. DS-24-05 – Petition for Drainage Appointment of Engineer- Cressridge

**RESOLUTION #11**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report DS-24-05 be received as Information; and,

Whereas the Grand River Conservation Authority have not registered any comments to the petition for drainage work for the Part of Lot 17, Concession 13 (Blenheim), to incorporate the drains that were installed by

Greg Voisin Investment Corporation for Cress-Ridge Development as included in Plan 41M10323 parts 1,2,3;

Be it resolved that Council appoints K Smart & Associates Ltd., 85 McIntyre Dr. Kitchener, Ont. N2R 1H6, to prepare a new drainage report as per the petition accordance with Section 4 of the Drainage Act.

.Carried

- v. DS-24-06 – Petition for Drainage Appointment of Engineer- Carson Ried

**RESOLUTION #12**

Moved by – Councillor Banbury

Seconded by – Councillor Young

Be it hereby resolved that Report DS-24-06 be received as Information; and,

Whereas the Grand River Conservation Authority have not registered any comments to the petition for drainage work for the Part of Lot 24, Concession 10 (Blenheim) to incorporate the drains that were installed by Carson Reid Homes (Cambridge) Ltd as included in Plan 41M388, Carson Reid Homes (Cambridge) Ltd. where the storm sewers, catch basins and laterals provide to service the lots and 2 streets to be incorporated as a municipal Drain;

Be it resolved that Council appoints K Smart & Associates Ltd., 85 McIntyre Dr. Kitchener, Ont. N2R 1H6, to prepare a new drainage report as per the petition in accordance with Section 4 of the Drainage Act.

.Carried

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

- i. PW-24-02 – Monthly Report

**RESOLUTION #13**

Moved by – Councillor Banbury

Seconded by – Councillor Young

Be it hereby resolved that Report PW-24-02 be received as information.

.Carried

- ii. PW-24-02 – Monthly Report

**RESOLUTION #14**

Moved by – Councillor Banbury

Seconded by – Councillor Young

Be it hereby resolved that Report PW-24-03 be received as information;  
and,

That Council defer the decision until the next Council Meeting.

.Carried

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

- i. CS-24-02 – Monthly Report

**RESOLUTION #15**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report CS-24-02 be received as information.

.Carried

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

- i. TR-24-02 – 2024 Council Grant Subsidy Requests

**RESOLUTION #16**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report TR-24-02 be received as information;  
and,

That Council direct staff to allocate Grant & Subsidy Funds as  
recommended.

.Carried

**e. Josh Brick – Chief Administrative Officer**

- i. CAO-24-08 – Municipal Budget Update

**RESOLUTION #17**

Moved by – Councillor Young  
Seconded by – Councillor Banbury

Be it hereby resolved that Report CAO-24-08 be received as information;  
and,

That Council endorses the draft budget amendment as presented; and  
further,

That Council directs the Director of Finance/ Treasurer to prepare the final Budget By-Law with noted amendments.

.Carried

## 11. Reports from Council Members

Councillor Demarest commented regarding the Drumbo Lion's Club Elimination Draw hosted last Saturday evening. Member Demarest reported that there was a 20% increase in attendance over the previous year. Member Demarest noted that this event pulled together service clubs throughout the Township, particularly the Plattsville Lion's Club assisted. Member Demarest noted she would like to see more collaboration of volunteers and service clubs throughout the Township. Mayor Peterson concurred with Member Demarest's comments.

## 12. Unfinished Business

None.

## 13. Motions and Notices of Motion

None.

## 14. New Business

None.

## 15. Closed Session

- a. Report CAO-24-07 - Personal matters about an identifiable individual, including municipal employees

Re: Legacy Agreement

### **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 5:05 p.m. to discuss:

- a. Report CAO-24-07- Personal matters about an identifiable individual, including municipal employees

Re: Legacy Agreement

.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 5:27 p.m.

.Carried

**16. Other Business**

None.

**17. By-laws**

- a. 2415-2024, Being a By-law to amend Zoning By-Law Number 1360-2002, as amended (Ross Roth Sand & Gravel);
- b. 2416-2024, Being a By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford (Mitchell Drain 2023) (1<sup>st</sup> & 2<sup>nd</sup> reading only);
- c. 2417-2024, Being a By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford (Baker Drain 2024) (1<sup>st</sup> & 2<sup>nd</sup> reading only);
- d. 2418-2024, 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:

2415-2024, Being a By-law to amend Zoning By-Law Number 1360-2002, as amended (Ross Roth Sand & Gravel);



2416-2024, Being a By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford (Mitchel Drain 2023) (1<sup>st</sup> & 2<sup>nd</sup> reading only);

2417-2024, Being a By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford (Baker Drain 2024) (1<sup>st</sup> & 2<sup>nd</sup> reading only); and,

2418-2024, Being a By-law to confirm the proceedings of Council.

.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:

2415-2024, Being a By-law to amend Zoning By-Law Number 1360-2002, as amended (Ross Roth Sand & Gravel); and,

2418-2024, Being a By-law to confirm the proceedings of Council.

.Carried

**18. Adjournment and Next Meeting**

**RESOLUTION #22**

Moved by – Councillor Young  
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 5:29 p.m.; and,

That Council adjourn to meet again on Wednesday, February 21<sup>st</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