

# 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 September 6<sup>th</sup>, 2023 Regular Meeting of Council be adopted, with the addition of item 13. b. 1.

.Carried

## 4. Disclosure of Pecuniary Interest

None.

## 5. Adoption of Minutes

### a. August 2<sup>nd</sup>, 2023 Minutes of Council

### RESOLUTION #2

Moved by – Councillor Barnes  
Seconded by – Councillor Demarest

Be it hereby resolved that the Minutes of the August 2<sup>nd</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 #3

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 #4

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 September 6<sup>th</sup>, 2023 Minutes of the Committee of Adjustment.

## 8. Delegations / Presentations

- a. Curtis McIntyre, Drainage Engineer, K. Smart Associates, Re: Hotson Drain

Mr. McIntyre presented the report. There were no question from those in attendance.

#### RESOLUTION #5

Moved by – Councillor Barnes  
Seconded by – Councillor Demarest

Be it hereby resolved that the Engineer's Report for the Hotson Drain be received as information, and;

That Report DS-23-12 be received as information;

And further that council gives consideration to By-Law No. 2383--2023 for the Hotson Drain 2023 and give first and second reading (provisional by-laws);

And further that the Court of Revision be set for Wednesday October 4, 2023 at 4:00 p.m.; and,  
That the Engineer be directed to invite tenders for the Hotson Drain 2023 with tender closing Wednesday October 11th 2023 at noon.

.Carried

- b. Kenn Smart, Drainage Engineer, K. Smart Associates, Re: Plattsville Estates Phase 3 & 4 Drain

Mr. Smart presented the report. Resident Darlene Flemming asked a question which was answered by Mr. Smart.

**RESOLUTION #6**

Moved by – Councillor Barnes  
Seconded by – Councillor Demarest

Be it hereby resolved that the Engineer's Report for the Plattsville Estates Phase 3 and 4 Drain be received as information, and;

That Report DS-23-14 be received as information;

And further that council gives consideration to By-Law No. 2384--2023 for the Plattsville Estates Phase 3 and 4 Drain and give first and second reading (provisional by-laws);

And further that the Court of Revision be set for Wednesday October 4, 2023 at 4:00 p.m.

.Carried

- c. Amy Coles & Cristina McLaren, Librarians, Oxford County Library, Re: 2022 Community Report

**RESOLUTION #7**

Moved by – Councillor Barnes  
Seconded by – Councillor Demarest

Be it hereby resolved that the delegation from Amy Coles and Cristina McLaren, Oxford County Library, be received as information.

.Carried

- d. Lisa Rocheleau, Member, Great Lakes ATV Club, Re: Request to use Specific County Road Network in Villages to Complete ATV Trail

**RESOLUTION #8**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that the County of Oxford be advised that the Council of the Township of Blandford-Blenheim has no objection to the Great lakes ATV Club hosting a special event ride on roads within Blandford-Blenheim Township on Saturday September 16, 2023; and,

That the Township also has no concerns with ATVs riding on the county roads that the Great Lakes ATV Club are requesting which includes the County Roads within the built-up areas of the Township.

.Carried

- e. Alan Yeandle, Re: Township Plowing of Sidewalks

**RESOLUTION #9**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that the delegation from Alan Yeandle be received.

.Carried

## **9. Correspondence**

### **a. Specific**

- i. Oxford County Council, Re: Strong Mayor Powers

**RESOLUTION #10**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that the resolution regarding Strong Mayor Powers be received from the County of Oxford Council;

And further that the Township of Blandford-Blenheim Council supports the resolution to not be considered for the implementation of either “Strong Mayor” powers per the “Strong Mayors, Building Homes Act, 2022, S.O. 2022, c. 18 - Bill 3”, or any restructuring that is not requested by Oxford with its area municipal partners.

.Carried

### **b. General**

- i. Gordon Hough, Director of Community Planning, Oxford County, Re: Community Planning Resource Considerations
- ii. Julie Middleton, Clerk, Township of South West Oxford, Re: Safe & Well Oxford Update

**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. Jim Harmer – Drainage Superintendent

- i. DS-23-13 – Monthly Report

**RESOLUTION #12**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that Report DS-23-13 be received as information.

.Carried

### b. Drew Davidson – Director of Protective Services

- i. FC-23-13 – July Monthly

**RESOLUTION #13**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that Report FC-23-13 be received as information.

.Carried

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

- i. PW-23-16 – Monthly Report

**RESOLUTION #14**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that Report PW-23-16 be received as information.

.Carried

i. PW-23-17 – Additional Lead Hand Position

**RESOLUTION #15**

Moved by – Councillor Demarest  
Seconded by – Councillor Barnes

Be it hereby resolved that Report PW-23-17 be received as information;

And further that staff proceed with the internal posting for the new Lead Hand Position.

.Carried

**d. Ray Belanger – Chief Building Official**

i. CBO-23-08 – Monthly Report

**RESOLUTION #16**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report CBO-23-08 be received as information.

.Carried

**e. Trevor Baer – Manager of Community Services**

i. CS-23-12 – Monthly Report

**RESOLUTION #17**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report CS-23-12 be received as information.

.Carried

ii. CS-23-13 – Plattsville Playground Tree

**RESOLUTION #18**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report CS-23-13 be received as information.

.Carried

**f. Denise Krug – Director of Finance / Treasurer**

i. TR-23-12 – Interim Financial Report

**RESOLUTION #19**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report TR-23-12 be received as information.  
.Carried

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

i. CAO-23-17 – CAO/Clerk Position and Recruitment

**RESOLUTION #20**

Moved by – Councillor Banbury  
Seconded by – Councillor Young

Be it hereby resolved that Report CAO-23-17 be received; and,

That effective January 1, 2024 the position of CAO/Clerk be changed to Chief Administrative Officer (CAO) and the position of Deputy Clerk be changed to Clerk; and,

That staff be directed to begin the recruitment process for a new CAO for the municipality.

.Carried

**11. Reports from Council Members**

Mayor Peterson reported that the Drumbo Cemetery Decoration Day was well attended. Councillor Banbury said the same for the Princeton Cemetery Decoration Day.

**12. Unfinished Business**

None.

**13. Motions and Notices of Motion**

None.

**14. New Business**

**15. Closed Session**

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

1. 2023 Compensation Review
  2. Staffing
- b. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
1. Gravel Roads

**RESOLUTION #21**

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 6:26 p.m. to discuss:

- a. Personal matters about an identifiable individual, including municipal or local board employees.
1. 2023 Compensation Review
  2. Staffing
- b. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
1. Gravel Roads

.Carried

**RESOLUTION #22**

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 7:42 p.m.

.Carried

## **16. By-laws**

- a. 2383-2023, Being a By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford (Hotson Drain 2023);
- b. 2384-2023, Being a By-law to provide for drainage works in the Township of Blandford-Blenheim in the Restructured County of Oxford (Plattsville Estates Phases 3 and 4 Drain);

- c. 2385-2023, a By-law to amend the assessment schedules based on actual costs incurred for constructing the McCrow Drain;
- d. 2386-2023, Being a By-law to confirm the proceedings of Council.

**RESOLUTION #23**

Moved by – Councillor Young  
Seconded by – Councillor Barnes

Be it hereby resolved that the following By-laws be now read a first and second time: 2383-2023, 2384-2023, 2385-2023 & 2386-2023.

.Carried

**RESOLUTION #24**

Moved by – Councillor Young  
Seconded by – Councillor Barnes

Be it hereby resolved that the following By-laws be now read a third and final time: 2385-2023 & 2386-2023.

.Carried

**17. Other Business**

None.

**18. Adjournment and Next Meeting**

**RESOLUTION #25**

Moved by – Councillor Young  
Seconded by – Councillor Barnes

Whereas business before Council has been completed at 7:42 p.m.; and,

That Council adjourn to meet again on Wednesday, September 20<sup>th</sup>, 2023 at 4:00 p.m.

.Carried

---

Mark Peterson, Mayor  
Township of Blandford-Blenheim

---

Rodger Mordue, CAO/Clerk  
Township of Blandford-Blenheim