



Wednesday, November 19, 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

Regrets:

Staff:

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

1. Welcome

2. Call to Order

3. Approval of the Agenda

RESOLUTION 2025-11-19-01

Moved by - Councillor Demarest

Seconded by - Councillor Young

Be it hereby resolved that the agenda for November 19, 2025, Regular Meeting of Council be adopted as printed, and circulated.

Carried

4. Disclosure of Pecuniary Interest

None.

5. Minutes

5.a November 5, 2025, Minutes of Council

RESOLUTION 2025-11-19-02

Moved by - Councillor Banbury

Seconded by - Councillor Barnes

Be it hereby resolved that the minutes of the November 5th, 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

7.a.1 Application for Minor Variance, MVA06-25, Brad & Leah Musselman for 46 Washington Street East

RESOLUTION 2025-11-19-03

Moved by - Councillor Demarest

Seconded by - Councillor Young

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

That Mayor Peterson Chair the Public Meeting.

Carried

RESOLUTION 2025-11-19-04

Moved by - Councillor Banbury

Seconded by - Councillor Demarest

Be it hereby resolved that the Township of Blandford-Blenheim Committee of Adjustment approve Application File A06-25, submitted by Brad and Leah Musselman for lands described as Part Lot 12, Concession 13 (Blenheim), Part 3, Plan 41R-2096 in the Township of Blandford-Blenheim as it relates to:

1. Relief from Section 9.2, Table 9.2 – RR Zone Provisions, to allow a reduction to the minimum lot area from 2,800 m² (30,140 ft²) to 2,690 m² (28,954.9 ft²) to facilitate the construction of an accessory building; and,

2. Relief from Section 9.2, Table 9.2 – RR Zone Provisions, to allow a reduction in the minimum lot depth from 80 m (262.5 ft) to 50 m (164 ft) to

facilitate the construction
of an accessory building.

The proposed relief meets the four tests of a minor variance as set out in
Section 45(1) of the
Planning Act as follows:

The proposed relief represent minor variances from the provisions of the
Township's Zoning Bylaw in that the construction of an accessory building
which is accessory to an existing noncomplying single detached dwelling
is compatible with surrounding land uses, is minor and is desirable for the
development of the lands;

The proposed relief maintains the general intent and purpose of the
Township's Zoning By-law, and no negative impacts are anticipated to be
associated with the construction of an accessory building which is
accessory to a non-complying single detached dwelling;

The relief is desirable for the use of the land as the said relief will allow for
development that is compatible with the Zoning By-law; and,

The relief maintains the intent and purpose of the Official Plan as the
proposed relief will facilitate development that is contemplated within the
Settlement designation.

Carried

RESOLUTION 2025-11-19-05

Moved by - Councillor Barnes

Seconded by - Councillor Young

Be it hereby resolved that the Committee rise at 4:08 p.m., and that the
Open Council meeting resumes.

Carried

7.b Public Meeting under the Planning Act, Zone Change

7.b.1 CD24-06-1 and ZN1-24-18 – 2825085 Ontario Inc.

RESOLUTION 2025-11-19-06

Moved by - Councillor Demarest

Seconded by - Councillor Banbury

Be it hereby resolved that Council rise and go into a Public Meeting under the Planning Act to consider an application for Zone Change, ZN1-24-18 (2825085 Ontario Inc.); and
That Mayor Peterson Chair the Public Meeting.

Carried

County Planner Dustin Robson presented the planning report. The proposal is for a 17-unit bungalow townhouse development on a standard plan of condominium, with units fronting an internal private condominium road accessing Henry Street. A total of 45 parking spaces are proposed (two per unit plus 11 visitor spaces), exceeding zoning requirements. The application seeks to rezone the lands from R1 to a special Residential Type 3 Zone (R3-sp) to permit multiple unit dwellings and to recognize reduced front, rear and interior side yard setbacks and increased driveway width. Mr. Robson explained that the reduced yards abut the park and stormwater pond rather than existing dwellings, outlined the intent to retain existing trees along the north property line and provide new tree planting, and recommended adding a special provision to maintain a 7.5 m setback to the existing residential lots to the north and south. He advised that agency comments had been addressed, two written submissions of concern were received, and that in staff's opinion the proposal is consistent with the Provincial Policy Statement, conforms to the Official Plan and represents appropriate medium density residential development. Staff recommended Council approve the zone change in principle and support the draft plan of condominium.

Scott Patterson, Patterson Planning Consultants, and John Day, 2825085 Ontario Inc., spoke on behalf of the applicant. They confirmed the proposal for 17 one-story bungalow townhouse units on a standard condominium, with individual unit ownership and common elements maintained by a condominium corporation. They outlined the intended market (primarily seniors and first-time buyers seeking more attainable housing), typical unit layout and anticipated price range, noted design changes from earlier two-story concepts to all bungalows, and confirmed their agreement with the recommended 7.5 m setbacks and with tree replacement and mitigation measures.

Several neighbouring residents spoke in opposition or raised concerns,

including Kathy and Tom Dezell, Suzanne and Ken Whytok, Olivia Dynierowicz, John Stewart, and Ray Simons. Key issues raised related to traffic and pedestrian safety on Henry, Pinkham and surrounding streets (including school and park access and existing issues at the Center/Pinkham stop and the crosswalk on Oxford Street), construction traffic, compatibility with the small-village character, proximity to Drumbo Park and the ball diamonds (lighting, noise and foul balls), the previous removal of trees at the site, parking and snow storage, and questions around affordability and condominium fees. Several speakers requested that a traffic or safety study be undertaken before proceeding and suggested reducing the number of units.

In response, Mr. Robson and the applicant outlined conditions including: warning clauses in condominium documents regarding proximity to the park, lights and ball activity; the developer's agreement to cost-share outfield netting with the Township to reduce foul balls; provision of fencing to screen headlights toward the ball diamond; and a tree planting plan intended to restore canopy along the north boundary and within the site. The Director of Public Works advised that a formal traffic impact study was not requested for a 17-unit development, but that staff could undertake an internal safety review focusing on signage, speed control and intersection controls. Council and staff discussed potential measures such as a four-way stop at Pinkham/Henry/Centre, additional warning/"dead end" signage and a guardrail at the end of Henry Street, and a possible "no left turn" restriction at Wilmot/Pinkham, to be reviewed further by staff.

Members of Council expressed appreciation for the public input. Councillors Young and Banbury spoke in support of the application, citing the need for medium-density and attainable housing options to allow residents to age in place, provide options for younger buyers, and support efficient use of existing infrastructure without consuming additional agricultural land. The Mayor noted similar experiences with a multi-unit development in Plattsville, acknowledged concerns regarding traffic and tree removal, and indicated that staff would work with the developer and relevant agencies on mitigation measures, including a safety review.

RESOLUTION 2025-11-19-07

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 2025-11-19-08

Moved by - Councillor Demarest

Seconded by - Councillor Young

Be it hereby resolved that the Council of the Township of Blandford-Blenheim approve-in-principle the zone change application (File No. ZN1-24-18) submitted by 2825085 Ontario Inc., whereby a portion of the lands described as Lot 6 and Part Lots 5 and 7, Block A, Plan 104 and Part Lot 13, Concession 6 (Blenheim), Part 1, Plan 41R-10730, Township of Blandford-Blenheim, are to be rezoned from 'Residential Type 1 Zone (R1)' to 'Special Residential Type 3 Zone (R3-sp)' to facilitate the proposed draft plan of condominium;

And further, that the Council of the Township of Blandford-Blenheim advise County Council that the Township supports the Draft Plan of Condominium (File No. CD24-06-1), submitted by 2825085 Ontario Inc., for the lands described as Lot 6 and Part Lots 5 and 7, Block A, Plan 104 and Part Lot 13, Concession 6 (Blenheim), Part 1, Plan 41R-10730, Township of Blandford-Blenheim, consisting of 17 townhouse units serviced by an internal private condominium road, subject to the conditions outlined in Report No. CP 2025-319.

Carried

8. Delegations/Presentations

8.a Joanna Taylor, Drumbo & District Heritage Society re: The Addition of Corporal Richard Ruscoe's Name to the Drumbo Cenotaph

RESOLUTION 2025-11-19-09

Moved by - Councillor Barnes

Seconded by - Councillor Banbury

Be it hereby resolved that the delegation from Joanna Taylor be received as information.

Carried

9. Correspondence

9.a Specific

9.a.1 Niagara-on-the-Lake re: Endorse the Development of a Code of Conduct for Human Trafficking Prevention in Niagara Region

RESOLUTION 2025-11-19-10

Moved by - Councillor Young

Seconded by - Councillor Demarest

Be it hereby resolved that the Township of Blandford-Blenheim supports the Town of Niagara-on-the-Lake's motion regarding the Development of a Code of Conduct for Human Trafficking Prevention in Niagara Region.

Carried

9.a.2 Township of Zorra re: Elect Respect Pledge

RESOLUTION 2025-11-19-11

Moved by - Councillor Young

Seconded by - Councillor Demarest

WHEREAS, democracy is strengthened when all individuals can participate fully, safely, and without discrimination, contributing to the well-being of their communities;

AND WHEREAS, democratic discourse and respectful debate are under pressure across all levels of government, including municipal councils in Ontario;

AND WHEREAS, elected officials are increasingly facing harassment, threats, intimidation, and unsafe work environments, which undermine personal safety, deter civic participation, and erode public confidence in democratic institutions;

AND WHEREAS, social media platforms, while enabling legitimate discourse, have also amplified abusive, discriminatory, or threatening behaviour for many, often disproportionately affecting marginalized populations, discouraging many from seeking or remaining in public office;

AND WHEREAS, freedom of expression is a cornerstone of democracy and must be safeguarded, even as we combat unlawful harassment,

violence, and hate;

AND WHEREAS, the Association of Municipalities of Ontario's Healthy Democracy Project has identified troubling trends in declining voter turnout and a reduction in candidate participation at the municipal level;

AND WHEREAS, grassroots and national initiatives such as Halton Elected Representatives (H.E.R.) campaign and the Parliamentary Civility Pledge led by the Canadian Association of Feminist Parliamentarians, demonstrate a growing commitment to fostering respectful, safe, and inclusive environments in political life;

Now therefore be it resolved that the Council of the Township of Blandford-Blenheim:

1. Supports the principles of the Elect Respect pledge to:

- Treat all persons with dignity and respect in public, private, and online spaces;
- Reject and call out harassment, threats, unlawful discrimination, and personal abuse;
- Focus public debate on policies and ideas, rather than personal attacks or identity-based commentary;
- Build a culture of safety and inclusion, ensuring that individuals of all genders, identities, backgrounds, races, sexual orientations, ages, and abilities feel empowered to run for and serve in public office;
- Call on relevant authorities to investigate and respond to threats or harassment directed at elected officials, in accordance with applicable laws;
- Model accountability and integrity by holding ourselves and one another to clear, transparent, and legally grounded standards of conduct;
- Defend freedom of expression while actively opposing abuse and intimidation in all forms;

2. Encourages elected officials, political organizations, municipalities, and members of the public to
sign and support the Elect Respect pledge by visiting: electrespect.ca;
and,

3. Directs that a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO), the Federation of Canadian Municipalities (FCM), Members of Provincial and Federal Parliament (MPPs and MPs), the Ontario Provincial Police (OPP), the Royal Canadian Mounted Police (RCMP), the County of Oxford and all area municipalities within, Halton Elected Representatives (H.E.R.), and Canadian Association of Feminist Parliamentarians.

Carried

***9.a.3 Suzy Birley re: Blandford-Blenheim Helping Hands Foodbank**

RESOLUTION 2025-11-19-12

Moved by - Councillor Demarest

Seconded by - Councillor Banbury

Be it hereby resolved that the correspondence from Suzy Birley re: the Blandford-Blenheim Helping Hands Foodbank be received as information;
and further,

That Council direct staff to bring forth a report regarding the viability of a municipal space for foodbank storage.

Carried

9.b General

9.b.1 Ontario Provincial Police, Oxford Detachment, re: 2024 Detachment Board Annual Report

RESOLUTION 2025-11-19-13

Moved by - Councillor Barnes

Seconded by - Councillor Young

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

Carried

10. Staff Reports

10.a Ray Belanger, Chief Building Official, CBO-25-11 - Monthly Building Report

RESOLUTION 2025-11-19-14

Moved by - Councillor Banbury

Seconded by - Councillor Young

Be it hereby resolved that Report CBO-25-11 be received as information.

Carried

10.b Drew Davidson, Director of Protective Services, FC-25-19 - October Monthly Report

RESOLUTION 2025-11-19-15

Moved by - Councillor Young

Seconded by - Councillor Barnes

Be it hereby resolved that Report FC-25-19 be received as information.

Carried

10.c Trevor Baer, Manager of Community Services, CS-25-23 - Facility Booking Policy

RESOLUTION 2025-11-19-16

Moved by - Councillor Banbury

Seconded by - Councillor Barnes

Be it hereby resolved that Report CS-25-23 be received for information; and further,

That Council adopts the Township-Wide Facility Booking Policy, as presented in Report CS-25-23.

Carried

10.d Trevor Baer, Manager of Community Services, CS-25-24- Princeton Park Potential Fencing

RESOLUTION 2025-11-19-17

Moved by - Councillor Barnes

Seconded by - Councillor Demarest

Be it hereby resolved that Report CS-25-24 be received as information; and further,

That Council direct staff to include option 3B, as outlined in Report CS-25-24 in the 2026 operating budget for a shared-cost wood post single rail fence installation.

Carried

10.e Denise Krug, Director of Finance/Treasurer, TR-25-15 - Third Quarter Variance Reports

RESOLUTION 2025-11-19-18

Moved by - Councillor Young

Seconded by - Councillor Demarest

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

Carried

10.f Kevin Brandt, Deputy Clerk/Communications Coordinator, DC-25-17 - Addition of Name to Drumbo Cenotaph

RESOLUTION 2025-11-19-19

Moved by - Councillor Barnes

Seconded by - Councillor Banbury

Be it hereby resolved that Report DC-25-17 be received as information; and further,

That Council authorize the addition of WW1 Veteran Corporal Richard Ruscoe to the Drumbo Cenotaph; and,

That staff be directed to engage Ingersoll Memorials to complete the inscription, with costs to be funded through the Township's public relations budget.

Carried

10.g Sarah Matheson, Director of Corporate Services/Clerk, DC-25-16 - Municipal Alcohol Policy Update

RESOLUTION 2025-11-19-20

Moved by - Councillor Banbury

Seconded by - Councillor Young

Be it hereby resolved that Report DC-25-16 be received as information.

Carried

10.h Sarah Matheson, Director of Corporate Services/Clerk, DC-25-18 - Council Composition – Deputy Mayor

RESOLUTION 2025-11-19-21

Moved by - Councillor Young

Seconded by - Councillor Demarest

Be it hereby resolved that Report DC-25-18 be received as information; and further,

That Council directs staff to bring forth a by-law to implement a change in council composition to include a Deputy Mayor role in place of a regular member of Council, to be elected at large.

Carried

11. Reports from Council Members

Councillor Young provided an update on the Safe & Well Oxford Summit, noting that the second annual event offered valuable discussion on community safety and well-being initiatives across the County.

12. Unfinished Business

None.

13. Motions and Notices of Motion

None.

14. New Business

None.

15. Closed Session

RESOLUTION 2025-11-19-22

Moved by - Councillor Young

Seconded by - Councillor Barnes

Be it hereby resolved that Council move into Closed Session 7:39 pm. to discuss:

a) CAO-25-33, Labour relations or employee negotiations [s. 239 (2)(d)]

Re: Employee Manual Considerations; and

b) RFP-CAO-2025-02 - Request for Proposal [s. 239 (2)(c)]

Re: Realtor Services.

Carried

RESOLUTION 2025-11-19-23

Moved by - Councillor Young

Seconded by - Councillor Demarest

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 8:03 p.m. and reports the following:

That Council provided direction to the CAO regarding Reports CAO-25-33 and RFP-CAO-2025-01.

Carried

16. By-laws

16.a 2520-2025, Being a By-law to confirm the proceedings of Council.

RESOLUTION 2025-11-19-24

Moved by - Councillor Barnes

Seconded by - Councillor Young

Be it hereby resolved that By-law 2520-2025 be now read a first and second time.

Carried

RESOLUTION 2025-11-19-25

Moved by - Councillor Demarest

Seconded by - Councillor Banbury

Be it hereby resolved that By-law By-law 2520-2025 be now read a third and final time.

Carried

17. Other

None.

18. Adjournment and Next Meeting

RESOLUTION 2025-11-19-26

Moved by - Councillor Barnes

Seconded by - Councillor Young

Whereas business before Council has been completed at 8:04 p.m.;

Be it hereby resolved that Council adjourn to meet again on Wednesday, December 3, 2025, at 4:00 p.m.

Carried

Mark Peterson, Mayor

Sarah Matheson, Clerk