



## MINUTES

Wednesday, August 06, 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 J. Brick, Clerk S. Matheson, Deputy Clerk K. Brandt, Director of Finance/Treasurer D. Krug, Director of Protective Services D. Davidson, Director of Public Works J. Borton, Chief Building Official R. Belanger, Director of Community Services T. Baer, and Planner D. Robson

### 1. Welcome

### 2. Call to Order

### 3. Approval of the Agenda

**RESOLUTION 2025-08-06-01**

**Moved by -** Councillor Demarest

**Seconded by -** Councillor Young

Be it hereby resolved that the agenda for the August 6, 2025, Regular Meeting of Council be adopted as printed, and circulated.

**Carried**

### 4. Disclosure of Pecuniary Interest

None.

### 5. Minutes

#### 5.a July 2, 2025 Minutes of Council

**RESOLUTION 2025-08-06-02**

**Moved by -** Councillor Banbury

**Seconded by -** Councillor Barnes

That the minutes of the July 2, 2025 Regular Meeting of Council be adopted, as printed and circulated.

Carried

**6. Business Arising from the Minutes**

None.

**7. Public Meetings****RESOLUTION 2025-08-06-03****Moved by** - Councillor Demarest**Seconded by** - Councillor Young

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

ZN1-25-03 (Dayle and Dana Reibling); and,  
SB22-06-1; OP22-18-1; & ZN1-22-07 (Westside Communities [Plattsville]);  
And that Mayor Peterson Chair the Public Meeting.

Carried

ZN1-25-03: The Planner presented the report, recommending approval. The applicants were present. No one spoke for or against the application.

SB22-06-1; OP22-18-1; and ZN1-22-07: The Planner presented the report and recommended approval in principle. The applicant's agents were in attendance. Councillor Banbury inquired about the size of the proposed houses. Planner Robson responded that the lots would be smaller than those proposed in 2012, with a maximum lot coverage of 45%. Susan Mitchell raised concerns about on-street parking, referencing ongoing issues on Fennel Street in Plattsville. The agent responded that the proposed dwellings would include parking through driveways and garages. Ms. Mitchell also expressed concern over the lack of amenities in the village, particularly for aging populations, and asked about the anticipated end result of the development. Mayor Peterson commented on the current housing crisis and the urgent need for new dwellings. Councillor Young posed a question to the agents. The agent replied that the beginning development with the commercial block is the preference of the current landowners and that discussions regarding potential tenants would occur once the lot is registered. Mayor Peterson expressed disappointment with the reduction in size of the commercial block, noting that residents of Plattsville have voiced a need for a gas station. He requested that a gas station be considered as part of the commercial component. The agent noted that this request would be communicated to the developer. Councillor Demarest emphasized the need for shovel-ready commercial lands, stating that it is a "chicken and egg" scenario, businesses require nearby residential development before committing to opening. The agent confirmed that the commercial block would be part of Phase 1. The agent provided no specific answer regarding parking capacity concerns. It was noted that sidewalks would be provided on one side throughout the proposed development. Ms. Mitchell asked that smaller lots be disallowed unless adequate parking can be guaranteed. Mayor Peterson referred to provincial policy, highlighting the Township's ability to deny the application only if it does not align with local

planning goals. Ms. Mitchell also asked additional questions about lot sizes. Mayor Peterson noted that larger lots often require private septic systems and spoke to the importance of housing diversification. Mayor Peterson also addressed the sewer system, noting improvements made through subdivision development. Walter Malloy spoke, stating he had been unable to sell an infill lot and questioned the available sewer capacity. He suggested a sewage treatment facility be considered instead of lagoons. Planner Robson confirmed there is currently sufficient capacity for both water and wastewater services to support the proposed development.

#### **RESOLUTION 2025-08-06-04**

**Moved by** - Councillor Banbury

**Seconded by** - Councillor Young

Be it hereby resolved that the Public Meeting be adjourned and that the Regular Meeting of Council reconvene.

**Carried**

#### **RESOLUTION 2025-08-06-05**

**Moved by** - Councillor Demarest

**Seconded by** - Councillor Banbury

That the Council of the Township of Blandford-Blenheim approve the Zone Change Application submitted by Dayle and Dana Reibling, whereby lands described as S ½ Lot 8, Concession 13 (Blandford), in the Township of Blandford-Blenheim, are to be rezoned from 'General Agricultural Zone (A2)' to 'Special General Agricultural Zone (A2-sp)' to permit a detached additional residential unit (ARU) on the subject lands with a maximum distance between an ARU and a principal dwelling of 63 m (206.6 ft).

**Carried**

#### **7.a Dustin Robson, Planner: Applications for Official Plan Amendment, Draft Plan of Subdivision, and Zone Change SB22-06-1; OP22-18-1; and ZN1-22-07 – Westside Communities (Plattsville) Inc.**

##### **RESOLUTION 2025-08-06-06**

**Moved by** - Councillor Banbury

**Seconded by** - Councillor Young

That the Council of the Township of Blandford-Blenheim approve-in-principle the zone change application (File No. ZN1-22-07) submitted by Westside Communities (Plattsville) Inc., whereby a portion the lands described as Part Lot 17, Concession 12 (Blenheim), Part of Louisa Street (Also Known as Platt Street) Plan 116 (Closed By- By-law as in CO252471), Parts 1, 2, and 3, Plan 41R-10551, Township of Blandford-Blenheim, are to be rezoned from 'Residential Type 1 Zone (R1),' 'Highway Commercial Zone (HC),' 'Special Highway Commercial Zone (HC-4)' and 'Open Space Zone (OS)' to 'Special Residential Type 1 Zone (R1-sp),' 'Special Residential Type 2 Zone (R2-sp),' 'Highway Commercial Zone (HC),' 'Special

Development Zone (D-sp),’ and ‘Special Open Space Zone (OS-sp)’ to facilitate the proposed draft plan of subdivision; and, That the Council of the Township of Blandford-Blenheim advise County Council that the Township supports the application for Official Plan Amendment (File No. OP22- 18-1), submitted by Westside Communities (Plattsville) Inc., for the lands described as Part Lot 17, Concession 12 (Blenheim), Part of Louisa Street (Also Known as Platt Street) Plan 116 (Closed By- By-law as in CO252471), Parts 1, 2, and 3, Plan 41R-10551, Township of Blandford-Blenheim, to reconfigure the existing ‘Low Density Residential,’ ‘Service Commercial,’ and ‘Open Space’ designations to facilitate the proposed draft plan of subdivision; and further,

That the Council of the Township of Blandford-Blenheim advise Oxford County Council that the Township supports the Draft Plan of Subdivision (File No. SB22-06-1), submitted by Westside Communities (Plattsville) Inc., for the lands described as Part Lot 17, Concession 12 (Blenheim), Part of Louisa Street (Also Known as Platt Street) Plan 116 (Closed By- By-law as in CO252471), Parts 1, 2, and 3, Plan 41R-10551, Township of Blandford-Blenheim, consisting of 99 lots for single detached dwellings, 16 lots for semidetached dwellings, a block for commercial purposes, a block for stormwater management purposes, a block for a walkway, two blocks for servicing purposes, one block for future development, and the construction of a new internal roads connecting Hofstetter Road and Platt Street South, subject to the conditions outlined in Report CP2025-203 being met prior to final approval of the plan for registration.

**Carried**

## **8. Delegations/Presentations**

None.

## **9. Correspondence**

### **9.a Specific**

#### **9.a.1 Council of the Township of Zorra re: Speeding, Distracted Driving and Impaired Driving**

Mayor Peterson advised that Item 9.a.1 was moved to General Correspondence.

#### **9.a.2 Drumbo Agricultural Society Re: Request to Wave Permit Fee for Tent Installation for the Drumbo Fair**

**RESOLUTION 2025-08-06-07**

**Moved by - Councillor Barnes**

**Seconded by - Councillor Demarest**

That Council receive the Request to Wave Permit Fees for Tent

Installation at the Drumbo Fair by the Drumbo Agricultural Society; and

That Council direct staff to waive the permit fee.

**Carried**

**9.a.3 Scott Stewart Re: Request for Noise By-law Exemption for Wedding Event on August 9, 2025 at Catana Estate**

**RESOLUTION 2025-08-06-08**

**Moved by - Councillor Demarest**

**Seconded by - Councillor Young**

That Council receive the Request for Noise By-law Exemption from Scott Stewart; and,

That Council deny the request for Noise By-law Exemption.

**Carried**

**9.b General**

**9.a.1 Council of the Township of Zorra re: Speeding, Distracted Driving and Impaired Driving**

**9.b.1 Council of the Township of Norwich re: Speeding, Distracted Driving and Impaired Driving**

**9.b.2 County of Oxford re: Temporary All-way Stop at Oxford Road 36/Brant Oxford Road and Keg Lane**

**RESOLUTION 2025-08-06-09**

**Moved by - Councillor Banbury**

**Seconded by - Councillor Barnes**

That the general correspondence items (9.a.1, 9.b.1, and 9.b.2) be received as information.

**Carried**

**10. Staff Reports**

**10.a Drew Davidson, Director of Protective Services**

**10.a.1 FC-25-10, Monthly Report**

**RESOLUTION 2025-08-06-10**

**Moved by - Councillor Demarest**

**Seconded by - Councillor Young**

That Report FC-25-10 be received as information.

Carried

**10.a.2 FC-25-11, Tender Results for New Princeton Fire Station**

**RESOLUTION 2025-08-06-11**

**Moved by** - Councillor Banbury

**Seconded by** - Councillor Demarest

That Report FC-25-11 be received as information; and,

That the Township accepts the tender bid of \$2,563,087.00 not including HST submitted by Abcott Construction Ltd; and further,

That the Chief Administrative Officer or designate be permitted to sign the tender documents contract binding the Township and Abcott Construction Ltd. for the provision of a Fire Station Capital Facility in Princeton.

Carried

**10.b Ray Belanger, Manager of Building Services/Chief Building Official**

**10.b.1 CBO-25-07, Monthly Report**

**RESOLUTION 2025-08-06-12**

**Moved by** - Councillor Barnes

**Seconded by** - Councillor Young

That Report CBO-25-07 be received as information.

Carried

**10.c Jim Borton, Director of Public Works**

**10.c.1 PW-25-12, Tandem Truck with Plow Equipment**

**RESOLUTION 2025-08-06-13**

**Moved by** - Councillor Demarest

**Seconded by** - Councillor Banbury

That Report PW-25-12 be received as information; and,

That staff proceed with securing a placement on the wait list to ensure the building and delivery of a 2026 Tandem Truck with plow equipment; and further,

That staff be authorized to proceed to obtain the 2026 Tandem Truck with plow equipment through AMO's, Canoe Procurement group of Canada.

Carried

**10.c.2 PW-25-13, Grader Tender Results**

**RESOLUTION 2025-08-06-14**

**Moved by** - Councillor Barnes

**Seconded by** - Councillor Banbury

That Report PW-25-13 be received as information; and,

That Council accepts the tender submitted by Brandt (John Deere) for the supply and delivery of a new 2025 John Deere 772G motor grader for \$569,900.00 plus HST; and,

That staff be directed to investigate selling the 2007 140H CAT Grader through auction; and further,

That staff be authorized to accept the trade value of \$90,000.00 dollars from Brandt should the auction not garner a better value.

**Carried**

**10.c.3 PW-25-14, Monthly Report**

**RESOLUTION 2025-08-06-15**

**Moved by** - Councillor Young

**Seconded by** - Councillor Banbury

That Report PW-25-14 be received as information.

**Carried**

**10.d Trevor Baer, Manager of Community Services**

**10.d.1 CS-25-11, Monthly Report**

**RESOLUTION 2025-08-06-16**

**Moved by** - Councillor Young

**Seconded by** - Councillor Demarest

That Report CS-25-11 be received as information.

**Carried**

**10.d.2 CS-25-12, EASE Grant**

**RESOLUTION 2025-08-06-17**

**Moved by** - Councillor Banbury

**Seconded by** - Councillor Young

That Report CS-25-12 be received as information; and further,

That Council direct staff to proceed with submitting an application under the Enhancing Access to Spaces for Everyone (EASE) grant program, the intent of the application being to secure funding to upgrade the public park washrooms located in Drumbo, Princeton, and Plattsville, with the goal of improving accessibility for residents and visitors.

**Carried**

**10.d.3 CS-25-13, Fence Report**

**RESOLUTION 2025-08-06-18**

**Moved by** - Councillor Demarest

**Seconded by** - Councillor Barnes

That Report CS-25-13 be received as information; and further,  
That Council defer a decision regarding Report CS-25-13.

**Carried**

**10.e Denise Krug, Director of Finance/Treasurer**

**10.e.1 TR-25-10, Interim Financial Reports – 2nd Quarter**

**RESOLUTION 2025-08-06-19**

**Moved by** - Councillor Demarest

**Seconded by** - Councillor Barnes

That Report TR-25-10 be received as information.

**Carried**

**10.f Kevin Brandt, Deputy Clerk/Communications Coordinator**

**10.f.1 DC-25-07, Document Commissioning Policy 2025**

**RESOLUTION 2025-08-06-20**

**Moved by** - Councillor Demarest

**Seconded by** - Councillor Banbury

That Report DC-25-07 be received as information; and further,  
That Council approve and adopt the Document Commissioning Policy as  
attached.

**Carried**

**10.g Sarah Matheson, Director of Corporate Services/Clerk**

**10.g.1 DC-25-08, Council Composition Review 2025**

**RESOLUTION 2025-08-06-21**

**Moved by** - Councillor Young

**Seconded by** - Councillor Demarest

That Report DC-25-08 be received as information.

**Carried**

**11. Reports from Council Members**

Mayor Peterson provided an update on the upcoming Harvest Carnival. He encouraged members of the public to attend and support the event on August 16, 2025, at the Drumbo Park Pavillion beginning at 8:00 p.m.

Councillor Banbury spoke about the upcoming Decoration Day, to be held at the Prinecton Cemetery on August 17, 2025, at 2:30 p.m., acknowledging its significance in honouring veterans and those who have passed.

Councillor Demarest reported on the upcoming John Deere Heritage Days, held on August 8-10, 2025, highlighting that the Drumbo Lions Club are providing food, and adding that the event is a great opportunity for those with an interest in local history.

**12. Unfinished Business**

None.

**13. Motions and Notices of Motion****13.a Councillor Barnes - Notice of Motion Re: Flag Policy Update****RESOLUTION 2025-08-06-22**

**Moved by** - Councillor Barnes

**Seconded by** - Councillor Demarest

WHEREAS the Township's current Flag Protocol Policy provides guidelines for the flying of flags on municipal property; and,

WHEREAS the existing layout accommodates only two flag poles, which display the Canadian Flag and either the Ontario Flag or a flag recognizing a community event or organization; and,

WHEREAS the lack of a third flag pole limits the Township's ability to consistently fly both the Canadian and Ontario flags while also celebrating local achievements or recognizing organizations of significance in accordance with the Policy;

NOW THEREFORE BE IT RESOLVED THAT Council direct staff to prepare a staff report and draft amendment to the Flag Protocol Policy that includes:

- An assessment of the estimated costs of installing a third flag pole at the Township Office location; and,
- A draft policy amendment to enable permanent flying of both the Canadian and Ontario flags, with the third flag pole reserved for:
  - o Celebrating community initiatives;
  - o Increasing public awareness of Township programs and activities;
  - o Acknowledging organizations that have achieved national or international distinction or made significant contributions to the community; or
  - o Recognizing organizations that have enhanced the Township in a positive manner;

AND THAT staff be direct to prepare a report for Council consideration at a future meeting.

**Carried**

**14. New Business**

None.

**15. Closed Session**

**RESOLUTION 2025-08-06-23**

**Moved by -** Councillor Demarest

**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 6:18 p.m. to discuss:

a. CAO-25-18, Advice that is subject to solicitor-client privilege, including communications necessary for that purpose [s. 239 (2) (f)].

Re: Legal Advice re: Enforcement

b. CAO-25-19, Personal matters about an identifiable individual, including municipal or local board employees [s. 239 (2) (b)].

Re: Personal Matters about an Identifiable Individual

c. CAO-25-20, Personal matters about an identifiable individual, including municipal or local board employees [s. 239 (2) (b)].

Re: Personal Matters about an Identifiable Individual

**Carried**

**RESOLUTION 2025-08-06-24**

**Moved by -** Councillor Demarest

**Seconded by -** Councillor Banbury

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 6:58 p.m. and reports the following:

That Council provided direction to the CAO regarding Reports CAO-25-18, CAO-25-19, and CAO-25-20.

**Carried**

**16. By-laws**

**16.a By-law 2508-2025, Being a By-law to amend Zoning By-Law Number 1360-2002, as amended (ZN1-25-03).**

**16.b By-law 2509-2025, Being a By-law to confirm the proceedings of Council.**

**RESOLUTION 2025-08-06-25**

**Moved by -** Councillor Demarest

**Seconded by** - Councillor Young

That the following By-laws be now read a first and second time:

- a. 2508-2025, Being a By-law to amend Zoning By-law Number 1360-2002, as amended (ZN1-25-03); and,
- b. 2509-2025, Being a By-law to confirm the proceedings of Council.

**Carried**

**RESOLUTION 2025-08-06-26**

**Moved by** - Councillor Demarest

**Seconded by** - Councillor Banbury

That the following By-laws be now read a third and final time:

- a. 2508-2025, Being a By-law to amend Zoning By-law Number 1360-2002, as amended (ZN1-25-03); and,
- b. 2509-2025, Being a By-law to confirm the proceedings of Council.

**Carried**

**17. Other**

None.

**18. Adjournment and Next Meeting**

**RESOLUTION 2025-08-06-27**

**Moved by** - Councillor Barnes

**Seconded by** - Councillor Demarest

Whereas business before Council has been completed at 7:00 p.m.;

That Council adjourn to meet again on September 3, 2025, at 3:00 p.m.

**Carried**

---

Mark Peterson, Mayor

---

Sarah Matheson, Clerk