

## MINUTES

Council met at 4:00 p.m. for their Inaugural Meeting.

Present: Mayor Peterson, Councillors Balzer, Banbury, Demarest and Read.

Staff: Baer, Borton, Harmer, Matheson, Mordue, Richardson, and Scherer.

Mayor Peterson in the Chair.

**1. Welcome**

**2. Call to Order**

**3. Declarations of Office under the *Municipal Act***

Mayor Peterson, Councillors Balzer, Banbury, Demarest and Read took the Declaration of Office as per section 232 of the *Municipal Act, 2001*.

**4. Approval of the Agenda**

**RESOLUTION #1**

Moved by – Councillor Peterson  
Seconded by – Councillor Balzer

Be it hereby resolved that the agenda for the December 5, 2018 Meeting of Council, be adopted with the addition of item 16. f. Hofstetter Road Drain Actual Cost By-law.

.Carried

**5. Disclosure of Pecuniary Interest**

Councillor Banbury disclosed pecuniary interest in Agenda Item 10. e. i. Report CAO-18-17.

**6. Adoption of Minutes**

**RESOLUTION #2**

Moved by – Councillor Read  
Seconded by – Councillor Balzer

Be it hereby resolved that the minutes of the October 17, 2018 Meeting of the Police Services Board be adopted.

.Carried

**RESOLUTION #3**

Moved by – Councillor Read  
Seconded by – Councillor Balzer

Be it hereby resolved that the minutes of the November 21, 2018 Meeting of the Meeting of Council be adopted, as printed and circulated.

.Carried

**RESOLUTION #4**

Moved by – Councillor Read  
Seconded by – Councillor Balzer

Be it hereby resolved that the minutes of the November 28, 2018 Special Meeting of Council be adopted, as printed and circulated.

.Carried

**7. Business Arising from the Minutes**

None.

**8. Delegations / Presentations**

- a. Jessica Jaremchuk & Aran Myers, Frank Cowan Company Re: 2019 Insurance Renewal

Jessica Jaremchuk presented the 2019 Township of Blandford-Blenheim Insurance Renewal documents.

**RESOLUTION #5**

Moved by – Councillor Read  
Seconded by – Councillor Balzer

Be it hereby resolved that the Presentation from Jessica Jaremchuk & Aran Myers of Frank Cowan Company regarding the 2019 Insurance Renewal be received.

.Carried

- b. Debbie & Jerry Falkiner, Township Residents Re: Fence Height Restrictions & Building without a Permit

Debbie & Jerry Falkiner presented the request to have the Township Fence By-law updated to include a height restriction. Council directed staff to return to a later meeting with a staff report regarding the viability of updating and enforcing a fence by-law which includes height restrictions.

**RESOLUTION #6**

Moved by – Councillor Balzer  
Seconded by – Councillor Read

Be it hereby resolved that the delegation from Debbie & Jerry Falkiner be received.

.Carried

## 9. Correspondence

### a. General

- i. David Simpson, Director of Public Works, Oxford County, Re: Blandford-Blenheim Speeding Concerns
- ii. David Simpson, Director of Public Works, Oxford County, Re: Traffic Speeds in Bright

#### **RESOLUTION #7**

Moved by – Councillor Balzer  
Seconded by – Councillor Read

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

.Carried

### b. Specific

None.

## 10. Staff Reports

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

- i. PW-18-28 - Monthly Report

#### **RESOLUTION #8**

Moved by – Councillor Balzer  
Seconded by – Councillor Read

Be it hereby resolved that Report PW-18-28 be received as information.

.Carried

### b. Jim Harmer – Drainage Superintendent

- i. DS-18-15 – Monthly Report

#### **RESOLUTION #9**

Moved by – Councillor Balzer  
Seconded by – Councillor Read

Be it hereby resolved that Report DS-18-15 be received as information.

.Carried

**c. Trevor Baer – Acting Manager of Community Services**

- i. CS-18-11, Monthly Report

**RESOLUTION #10**

Moved by – Councillor Balzer  
Seconded by – Councillor Read

Be it hereby resolved that Report CS-18-11 be received as information.

.Carried

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

- i. TR-18-19 – 2019 Summer Students

**RESOLUTION #11**

Moved by – Councillor Balzer  
Seconded by – Councillor Read

Be it hereby resolved that Report TR-18-19 be received, and;

That Council authorize the hiring of 6 summer students in 2019 as set out in Report TR-18-19.

.Carried

- ii. TR-18-20 – 2019 Fees and Charges

**RESOLUTION #12**

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

Be it hereby resolved that Report TR-18-20 be received as information;

And further, that Council authorize the Director of Finance to prepare a fees and charges by-law for the December 19, 2018 Council meeting based upon Township fees and charges as outlined on the schedules attached to Report TR-18-20.

.Carried

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

i. CAO-18-17 – Conservation Authority Board Appointments

**RESOLUTION #13**

Moved by – Councillor Demarest  
Seconded by – Councillor Read

Be it hereby resolved that the Council receive report CAO-18-17 as information; and,

That Councillor Bruce Banbury be recommended to the County of Oxford as the County's representative to the Grand River Conservation Authority Board.

.Carried

ii. CAO-18-20 – 2019 Insurance Renewal

**RESOLUTION #14**

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

Be it hereby resolved that Council receive report CAO-18-20 as information; and,

That the 2019 Insurance requirements for the Township of Blandford-Blenheim be administered through the Frank Cowan Company at a total cost \$236,286 plus applicable taxes.

.Carried

**11. Reports from Council Members**

Councillor Read expressed how enjoyable his opportunity to be part of the Plattsville / Bright Sant Claus Parade with fellow Councillor Demarest and Mayor Peterson was.

**12. Unfinished Business**

None.

**13. Motions and Notices of Motion**

None.

**14. New Business**

None.

## 15. Closed Session

### RESOLUTION #15

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

Be it hereby resolved that Council moves into Closed Session under the authority of Section 239 of the Municipal Act at 5:23 p.m. to discuss:

- A proposed or pending acquisition or disposition of land by the municipality;
- Personal matters about an identifiable individual, including municipal or local board employees;
- A position, plan, procedure, criteria or instruction to be applied to negotiations by or on behalf of the municipality or local board; and,
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

.Carried

### RESOLUTION #16

Moved by – Councillor Banbury  
Seconded by – Councillor Demarest

Be it hereby resolved that Council does now adjourn from Closed Session and resume into Open Session at 8:10 p.m.

.Carried

### RESOLUTION #19

Moved by – Councillor Balzer  
Seconded by – Councillor Read

Be it hereby resolved that the following individual be appointed to the Police Service Board for the 2018-2022 Council term:

Bev Beaton.

.Carried

### RESOLUTION #20

Moved by – Councillor Balzer  
Seconded by – Councillor Read

Be it hereby resolved that the Princeton Park Expansion Committee be reappointed for the 2018-2022 Council term.

.Carried

**RESOLUTION #22**

Moved by – Councillor Balzer  
Seconded by – Councillor Read

Be it hereby resolved that the following individuals be appointed to the Rural Oxford Economic Development Committee for the 2018-2022 Council term:

Dean Jancsar  
Nancy Demarest

.Carried

**16. By-laws**

**RESOLUTION #17**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that a first and second reading be given to the following By-laws:

- By-law 2101-2018, Being a By-law to appoint an Acting Head of Council;
- By-law 2102-2018, Being a By-law to appoint the Members of Council to the Township of Blandford-Blenheim, Committee of Adjustment for the Council term December 1, 2018 to November 30, 2022;
- By-law 2103-2018, Being a By-law to provide for the appointment of persons to serve as Fence-Viewers, Livestock Valuers, a Pound keeper and a Property Standards Committee in the Township of Blandford-Blenheim;
- By-law 2104-2018, Being a By-law to appoint Melissa Torres Garavito as a Building Inspector / Property Standards Enforcement Officer for the Township of Blandford-Blenheim pursuant to the provisions of the Building Code Act;
- By-law 2105-2018, Being a By-law to confirm the proceedings of Council; and,
- By-law 2106-2018, Being a By-law to amend the assessment schedules based on actual costs incurred for constructing the Hofstetter Road Drain.

.Carried

**RESOLUTION #18**

Moved by – Councillor Demarest

Seconded by – Councillor Banbury

Be it hereby resolved that a third and final reading be given to the following By-laws:

- By-law 2101-2018, Being a By-law to appoint an Acting Head of Council;
- By-law 2102-2018, Being a By-law to appoint the Members of Council to the Township of Blandford-Blenheim, Committee of Adjustment for the Council term December 1, 2018 to November 30, 2022;
- By-law 2103-2018, Being a By-law to provide for the appointment of persons to serve as Fence-Viewers, Livestock Valuers, a Pound keeper and a Property Standards Committee in the Township of Blandford-Blenheim;
- By-law 2104-2018, Being a By-law to appoint Melissa Torres Garavito as a Building Inspector / Property Standards Enforcement Officer for the Township of Blandford-Blenheim pursuant to the provisions of the Building Code Act;
- By-law 2105-2018, Being a By-law to confirm the proceedings of Council; and,
- By-law 2106-2018, Being a By-law to amend the assessment schedules based on actual costs incurred for constructing the Hofstetter Road Drain.

.Carried

## 17. Other Business

The Township Office will be closed from Monday, December 24, 2018 to January 1, 2019. Regular Office hours will resume on January 2, 2019.

January 2, 2019 Regular Meeting of Council is cancelled.

### **RESOLUTION #22**

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Be it hereby resolved that the regular Council meeting of January 2, 2019 be cancelled.

.Carried



## 18. Adjournment and Next Meeting

### RESOLUTION #23

Moved by – Councillor Demarest  
Seconded by – Councillor Banbury

Whereas business before Council has been completed at 8:17 p.m.;

Be it hereby resolved that Council does now adjourn to meet again on Wednesday, December 12<sup>th</sup>, 2018 at 4:00 p.m. in Council Chambers for a Special Meeting – Capital Budget.

.Carried

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Mark Peterson, Mayor  
Township of Blandford-Blenheim

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Rodger Mordue CAO / Clerk  
Township of Blandford-Blenheim