

Municipality of Strathroy-Caradoc
Regular Council Session
Minutes

Monday, July 17, 2023
6:00 p.m.
Council Chambers
52 Frank Street, Strathroy

Present: Mayor Colin Grantham
Deputy Mayor Mike McGuire
Councillor Frank Kennes
Councillor Steve Pelkman
Councillor Donna Pammer
Councillor Sandi Hipple
Councillor Greg Willsie
Councillor Brian Derbyshire

Absent with Notice: Councillor John Brennan

Also Present: Jennifer Pereira, Deputy Clerk/Lottery Licensing Officer
(Recorder)
Brianna Hammer-Keidel, Deputy Clerk/Communications Co-
ordinator (Acting Clerk)
Bill Dakin, Director of Financial Services/Treasurer
Rob Lilbourne, Director of Community Services
Jennifer Huff, Director of Building and Planning
Doug Payne, Director of Human Resources
Tim Williams, Planner
Jake Straus, Director of Engineering & Public Works

Others Present: Lindsay Laskey, Manager of Accounting/Deputy Treasurer
Heather Lalonde, Development Commissioner
Pete Barnes, BDO
Gail Koehler, BDO
Jeff Brunet
Dan Matthys
Richard Domes, GWD Ltd.
Wajid Mansuri
Randy Hope
Rajeev Kochhar, Sunray Group
Steve Riczu
Christina Loyens
Stephanie Ouellet, London Children's Museum
Kate Ledgley, London Children's Museum
Christine Walker

1. Declaration of Pecuniary Interest

None.

2. Presentations

2.1 London Children's Museum

Kate Ledgley, Executive Director made a presentation on the new London Children's Museum at 100 Kellogg Lane.

2.2 BDO Auditors - 2022 Draft Audited Financial Statements - FIN-2023-27

Pete Barnes and Gail Koehler, BDO made a presentation on the 2022 Draft Audited Financial Statements.

Councillor Kennes asks in the opinion of the auditors if the municipality should consider a forensic audit and what costs would be involved. Pete Barnes, BDO indicates that he has issued clean audit opinions for the municipality in every audit. He adds that the cost of a forensic audit could be in the range of hundreds of thousands of dollars and is his opinion we would not require it.

Moved by Councillor Kennes
Seconded by Councillor Pelkman

THAT: the December 31, 2022 draft audited financial statements for the Municipality of Strathroy-Caradoc and the December 31, 2022 draft audited financial statements for the Municipality of Strathroy-Caradoc Trust Funds be approved.

Carried

3. Petitions

3.1 Request for Minor Drain Improvement - Saulsbury West Drain 2022

Moved by Deputy Mayor McGuire
Seconded by Councillor Pelkman

THAT: Council accept the Notice of Request for Drain Minor Improvement for the Saulsbury West Drain 2022 and authorize Spriet Associates to prepare an updated engineer's report on the matter.

Carried

4. Public Meeting

4.1 Public Meeting No. 1

4.1.1 Motion to open the public meeting

Moved by Councillor Willsie
Seconded by Deputy Mayor McGuire

THAT: the public meeting to consider an application for rezoning at the property 9202 Oriole Drive be hereby opened.

Carried

4.1.2 Report to be presented by the Planner, BBP-2023-81

Tim Williams, Senior Planner presented the report on the extension of a temporary rezoning at 9202 Oriole Drive. The purpose of the application is to extend the temporary use zoning on the subject lands to permit two dwellings on the subject lands for a period of time. The temporary zoning was originally approved in 2017 to allow the construction of a second dwelling on the property, while the original dwelling served as a 'retirement home' for the applicant's father-in-law. The original dwelling is to be removed at the time that it is no longer needed. The subject lands comprise approximately 17 ha (42.08 ac) of agricultural land located on the north-west side of Oriole Drive adjacent to the Hwy 402. The lands contain two single-detached dwellings, several agricultural outbuildings and agricultural land in crop production. Staff are supportive of the extension to the temporary zoning of the subject lands to permit two dwellings for an additional period of time.

4.1.3 Comments in support of the proposed rezoning

Jeff Brunet, applicant spoke in support of the application.

4.1.4 Comments in opposition to the proposed rezoning

None.

4.1.5 Comments and questions from Members of Council

None.

4.1.6 Motion to close the public meeting

Moved by Deputy Mayor McGuire

Seconded by Councillor Kennes

THAT: the public meeting to consider an application for rezoning at the property 9202 Oriole Drive be hereby closed.

Carried

4.1.7 Decision/Resolution

Moved by Councillor Hipple

Seconded by Councillor Pelkman

THAT: the application for extension of the temporary rezoning be approved.

Carried

4.2 Public Meeting No. 2

4.2.1 Motion to open the public meeting

Moved by Deputy Mayor McGuire
Seconded by Councillor Pelkman

THAT: the public meeting to consider an application for rezoning for the property at 8120 Irish Drive be hereby opened.

Carried

4.2.2 Report to be presented by Planner, BBP-2023-83

Tim Williams, Senior Planner presented his report on an application for a rezoning at 8120 Irish Drive. He indicates that a zone change application has been submitted to satisfy a condition of consent respecting Consent Application File No.: B5-2023. The consent application proposed the severance of a dwelling surplus to a farm operation as a result of a farm consolidation. The application was conditionally approved by the Committee of Adjustment on May 4, 2023. The subject zone change application proposes to re-zone the 'lands to be retained' to a site-specific 'Agricultural Small Holdings (A2-34) Zone' and to re-zone the 'lands to be severed' to 'Agricultural Purposes Only (A3) Zone' in order to satisfy one of the consent conditions. The subject lands comprise approximately 20.5 ha (50.7 ac) of agricultural land located on the north side of Irish Drive, just west of Christina Road, in the former Township of Caradoc. Surrounding land uses are predominately agricultural and rural residential in nature. Irish Drive is a 'local road' under the jurisdiction of the Municipality of Strathroy-Caradoc. Staff are supportive of the proposed rezoning as it is considered to be consistent with the Provincial Policy Statement; conforms to the

Official Plans of both the County of Middlesex and the Municipality of Strathroy-Caradoc; and, represents sound land use planning.

4.2.3 Comments in support of the proposed rezoning

None.

4.2.4 Comments in opposition of the proposed rezoning

None.

4.2.5 Comments and questions from Members of Council

None.

4.2.6 Motion to close public meeting

Moved by Councillor Hipple

Seconded by Councillor Willsie

THAT: the public meeting to consider an application for rezoning for the property at 8120 Irish Drive be hereby closed.

Carried

4.2.7 Decision/Resolution

Moved by Councillor Kennes

Seconded by Councillor Pammer

THAT: the application for rezoning be approved.

Carried

4.3 Public Meeting No. 3

4.3.1 Motion to open the public meeting

Moved by Deputy Mayor McGuire

Seconded by Councillor Kennes

THAT: the public meeting to consider an application for rezoning for the property at 999 Wright Street, Strathroy (Sunslab Precast & Modular Inc.) be hereby opened.

4.3.2 Report to be presented by the Planner, BBP-2023-84

Tim Williams, Senior Planner presented a report on an application for rezoning at 999 Wright Street. The purpose of the rezoning is to change the zoning of the subject property from the 'General Industrial (M2) Zone' to a site-specific 'General Industrial (M2-15) Zone' to permit an asphalt/concrete/ready mix batching plant in addition to all other uses permitted in the M2 zone. The property is approximately 3.93 ha (9.7 ac) in size with 247.3 m (811 ft) of frontage along the southern side of the Wright Street extension in the Molnar Industrial Park. The subject site is vacant; however, the applicant is currently working through the site plan approval process to construct a 7,623 m² (82,053 ft²) precast concrete hollow core production plant, which includes a concrete batching plant, ancillary office uses and outdoor storage. The site will be connected to full municipal water and sanitary services. Wright Street is classified as a 'local road' under the jurisdiction of the Municipality of Strathroy-Caradoc. Staff are supportive of the proposed rezoning as it is considered to be consistent with the Provincial Policy Statement, in conformity with the County of Middlesex Official Plan, Strathroy-Caradoc Official Plan and represents good planning.

4.3.3 Comments in support of the proposed rezoning

Richard Domes spoke in support of the application.

4.3.4 Comments in opposition to the proposed rezoning

None.

4.3.5 Comments and questions from Members of Council.

None.

4.3.6 Motion to close the public meeting.

Moved by Deputy Mayor McGuire
Seconded by Councillor Hipple

THAT: the public meeting to consider an application for rezoning for the property at 999 Wright Street, Strathroy (Sunslab Precast & Modular Inc.) be hereby closed.

Carried

4.3.7 Decision/Resolution

Moved by Councillor Pelkman
Seconded by Councillor Kennes

THAT: the application for rezoning be approved.

Carried

4.4 Public Meeting No. 4

4.4.1 Motion to open the public meeting

Moved by Deputy Mayor McGuire
Seconded by Councillor Hipple

THAT: the public meeting to consider an application for rezoning for the property at Part of Lot 22, Concession 2 (Caradoc) (Christina Loyens, Martin Smits and Gary Smits) be hereby opened.

Carried

4.4.2 Report to be presented by the Planner, BBP-2023-85

Tim Williams, Senior Planner presented a report on the rezoning application for Part of Lot 22, Concession 2 (Caradoc) (Christina Loyens, Martin Smits and Gary Smits).

The purpose of the Zoning By-law amendment application is rezone three new residential building lots created by provisionally approved consent applications (File No. B05-06-07-2022). The lots will be

rezoned from a site-specific 'General Agricultural (A1-2) Zone' to the following:

- Lot 1 to be rezoned to a site-specific Rural Residential (R5-7) Zone to permit residential development and recognize the deficient lot frontage and lot area.
- A portion of Lot 2 to be rezoned to the site-specific 'Rural Residential (R5-8) Zone' to permit residential development and recognize the deficient lot frontage. The remaining portion of the site will be rezoned 'Environmental Protection (EP) Zone'.
- Lot 3 to be rezoned to a site-specific Rural Residential (R5-9) Zone to permit residential development and recognize the deficient lot area.
- The retained lot is currently within the 'General Agricultural (A1) Zone' and within the site-specific 'General Agricultural (A1-2) Zone'. The application also proposes to rezone the 'A1' portion to the 'A1-2' site-specific zone to recognize the deficient lot area.

The subject property is located on the eastern corner of Troops Road and Parkhouse Drive in the former Township of Caradoc. Highway 402 abuts the lands to the north. The subject lands as a whole are approximately 20.4 ha (50.4 ac) in size, including frontages of approximately 176 m (577.4 ft) along Troops Road and 310 m (1,017.1 ft) along Parkhouse Drive. The lands are currently vacant of buildings and structures and are largely in agricultural production. A municipal drain intersects the property from north to south and portions of the property have been identified as 'Significant Woodland' under the Middlesex Natural Heritage System Study (2014). Staff are supportive of the proposed Zoning By-law amendment as the application is considered to be consistent with the Provincial Policy Statement, in conformity with the County of Middlesex Official Plan and Strathroy-Caradoc Official Plan, and represents good planning.

4.4.3 Comments in support of the proposed rezoning.

None.

4.4.4 Comments in opposition of the proposed rezoning

None.

4.4.5 Comments and questions from Members of Council

None.

4.4.6 Motion to close the public meeting

Moved by Councillor Pammer

Seconded by Deputy Mayor McGuire

THAT: the public meeting to consider an application for rezoning for the property at Part of Lot 22, Concession 2 (Caradoc) (Christina Loyens, Martin Smits and Gary Smits) be hereby closed.

Carried

4.4.7 Decision/Resolution

Moved by Councillor Kennes

Seconded by Councillor Hipple

THAT: the Zoning By-law amendment by approved and the necessary By-law be passed by Council.

Carried

5. Approval of Minutes

Moved by Councillor Pelkman

Seconded by Deputy Mayor McGuire

THAT: the meeting minutes be approved as written.

Carried

5.1 Special Council Meeting Minutes – June 28, 2023

5.2 Regular Council Meeting Minutes - July 4, 2023

6. Communications

Moved by Councillor Hipple

Seconded by Councillor Pelkman

6.3 for information

Carried

6.1 Township of Selwyn

THAT: Council receive item 6.1 for information.

6.2 City of Port Colborne

Moved by Councillor Derbyshire

Seconded by Mayor Grantham

THAT: Council support to resolution from the City of Port Colborne.

Carried

6.3 Municipality of Chatham-Kent

THAT: Council receive item 6.3 for information.

6.4 Municipality of Chatham-Kent

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: Council support the resolution my Chatham Kent

Carried

7. Reports from Departments

7.1 Legal and Legislative Services

7.1.1 Intercommunity Transit - ED-2023-01

Heather Lalonde, Development Commissioner presented a report on the Intercommunity Transit program. The service was officially launched in August of 2020. The route is operated by Voyago which is under contract by the Municipality of Strathroy-Caradoc,

runs 7 days per week, with 3 daily trips during the week and 2 daily trips on the weekend. The stops include: London Airport, Downtown London, Komoka, Mount Brydges, Strathroy, Lambton Mall, Bayside Terminal with the possibility of a Flex Stop at the VIA rail station in Sarnia. Reports from Voyago indicate that the bus line performs in the top 1/3 of all of the intercommunity transit lines in the region with passenger numbers increasing at a steady pace. Annual ridership numbers were 2,934 in 2021, 4497 in 2022 and 2,817 to the end of May 2023 indicating that this year will see another increase. She notes that it is important to recognize that there will be a financial impact on the Municipality should they move forward with a transit service for its residents. She provides Council with some options of how to proceed should they move forward with the transit service for its residents.

Moved by Councillor Kennes

Seconded by Councillor Pelkman

THAT: Council receive report ED-2023-01, as information from the Development Commissioner regarding the Intercommunity Transit Service that the Municipality of Strathroy-Caradoc operates as a result of funding from the Province of Ontario to 31 March 2025.

Carried

7.2 Financial Services

7.2.1 Approval of 2022 Transfers to/from Deferred Revenue, Reserves and Reserve Funds - FIN-2023-26

Bill Dakin, Director of Financial Services presents a report on the Approval of 2022 Transfers to/from Deffered Revenue, Reserves and Reserve Funds. He indicates that as required by legislation, Council approves transfers to and from deferred revenue, reserves and reserve funds. His report summarizes the request to confirm transfers done in 2022, most of which were in budget, and recommends transfers of 2022 year-end operating and capital net revenue to departmental reserves.

Moved by Councillor Kennes
Seconded by Councillor Pelkman

THAT: Council confirms transfers to deferred revenue, reserves and reserve funds in 2022 of \$15,584,324 and transfers from deferred revenue, reserves and reserve funds in 2022 of \$9,883,122.

Carried

Moved by Councillor Kennes
Seconded by Councillor Pammer

THAT: approves the transfer of 2022 year-end operating net revenue of \$2,464,219 and 2022 capital net revenue of \$(5,933,383) to/from departmental reserves.

Carried

7.2.2 2023 Q2 Financial Update - FIN-2023-29

Bill Dakin, Director of Financial Services presents a report on the 2023 Q2 Financial Update to Actual and IT Capital Update.

Moved by Councillor Kennes
Seconded by Councillor Hipple

THAT: Council receive and file Q2 Financial Update Report FIN-2023-29.

Carried

7.3 Building and Planning

7.3.1 Building and Planning Capital Budget Q2 - BBP-2023-87

Moved by Deputy Mayor McGuire
Seconded by Councillor Pelkman

THAT: Council receive report BBP-2023-87 for information.

Carried

7.4 Community Services

7.4.1 Community Services Capital Project Update Q2 - CS-2023-16

Moved by Councillor Pelkman

Seconded by Councillor Hipple

THAT: Council receive report CS-2023-16 titled Community Services Capital Project Update Q2 for information.

Carried

7.4.2 Sport Field Lighting Upgrade - CS-2023-17

Moved by Councillor Hipple

Seconded by Councillor Kennes

THAT: Council approve Musco Sports Lighting to supply and install lighting and accessories for the following locations –
Tennis/Pickleball Courts Fairgrounds Recreation Complex,
Strathroy, Fletcher Field, Lions Park Drive, Mt. Brydges, and
Royals Field, Alexandra Park, Strathroy for a value of \$688,000.00
plus HST

Carried

7.4.3 Mt. Brydges Arena Committee Update 4 - CS-2023-18

Rob Lilbourne, Director of Community Services presents his report on the Mt Brydges Arena Committee Update. After some discussion, Council will be testing the soil at 565 Lions Park Drive including soccer fields and surrounding area.

Moved by Councillor Hipple
Seconded by Councillor Pelkman

THAT: Council receives for information Report CS-2023-18 titled Mt. Brydges Arena Building Committee Update 4

Carried

Moved by Councillor Pelkman
Seconded by Councillor Hipple

THAT: Council approves the Mt. Brydges Arena Committee recommendation of directing staff to continue on with the site development for the new complex located at 565 Lions Park Drive, including but not limited to Geo-Technical, Site Survey, Soils, Site Servicing, and Designated Substance Surveys for both Caradoc Community Centre (CCC) and Tri-Township Arena (TTA)

Carried

7.5 Engineering and Public Works

7.5.1 2023 Sidewalk Program Tender Award - EPW-2023-42

Jake Straus, Director of Engineering and Public Works presents a report on the 2023 Sidewalk Program Tender Award. The 2023 Sidewalk Program Tender was posted publicly on the Bids & Tenders website on June 13, 2023. The tender closed on July 5, 2023 with 5 bids received. The recommendation is to award the tender to DPA Contracting Ltd. at the cost of \$70,292.50 plus HST.

Moved by Councillor Kennes
Seconded by Deputy Mayor McGuire

THAT: Council receive report EPW-2023-42 2023 Sidewalk Program Tender Award for information.

Carried

Moved by Councillor Kennes
Seconded by Deputy Mayor McGuire

THAT: the 2023 Sidewalk Program Tender is awarded to DPA Contracting Ltd for the amount of \$70,292.50 plus HST.

Carried

7.5.2 EPW Capital Budget - Project Status Update Q2 - EPW-2023-43

Moved by Councillor Kennes

Seconded by Councillor Pelkman

THAT: Council receive Report EPW-2023-43 regarding the status of capital projects within the Engineering & Public Works department for information.

Carried

8. Reports from Boards and Committees

Moved by Councillor Pammer

Seconded by Deputy Mayor McGuire

THAT: the reports from boards and committees be received for information.

Carried

8.1 Strathroy BIA Executive Meeting Minutes - May 10, 2023

9. Notice of Motion

9.1 Councillor Greg Willsie - To be voted

Moved by Councillor Willsie

Seconded by Councillor Pammer

THAT: Council direct staff to provide the expected dates of the quarterly Budget Update Reports from the Finance Department; and

THAT: Council direct staff to include on each Quarterly Report, the status of reserves and the committed capital projects for each reserve category.

Carried

9.2 Councillor Brian Derbyshire- To Be voted

Moved by Councillor Derbyshire

Seconded by Deputy Mayor McGuire

THAT: Council arrange a refresher session with John Mascarin, Aird & Berlis LLP on pecuniary interest.

Carried

Moved by Councillor Derbyshire

Seconded by Mayor Grantham

THAT: Council request an air quality test and report in all Fire Halls including meeting rooms, and administration offices and further;

THAT: the air quality test be performed by an outside source and;

THAT: Council direct staff to come back with a tender.

Carried

10. Consideration of By-laws

THAT: the following by-laws receive first, second, and third and final reading:

10.1 By-law No. 51-23

Moved by Councillor Pammer

Seconded by Councillor Kennes

THAT: By-law 51-23 receive first, second and third and final reading.

Carried

10.2 By-law 47-23

Moved by Councillor Pammer

Seconded by Councillor Hipple

THAT: By-law 47-23 receive first, second and third and final reading.

Carried

10.3 By-law 49-23 Appointment By-law

Moved by Councillor Kennes

Seconded by Councillor Hipple

THAT: By-law 49-23 receive first, second and third and final reading.

Carried

10.4 By-law 50-23 - Temporary CBO Services

Moved by Councillor Pelkman

Seconded by Councillor Hipple

THAT: By-law 50-23 receive first, second and third and final reading.

Carried

10.5 By-law No. 48-23

Moved by Councillor Hipple

Seconded by Councillor Kennes

THAT: By-law 48-23 receive first, second and third and final reading.

Carried

10.6 By-law 45-23

Moved by Councillor Willsie

Seconded by Councillor Kennes

THAT: By-law 45-23 receive first, second and third and final reading.

Carried

10.7 By-law 46-23

Moved by Councillor Pelkman
Seconded by Councillor Hipple

THAT: By-law 46-23 receive first, second and third and final reading.

Carried

10.8 By-law 44-23

Moved by Deputy Mayor McGuire
Seconded by Councillor Pammer

THAT: By-law 44-23 receive first, second and third and final reading.

Carried

11. County Council Report

Deputy Mayor McGuire indicates that the next scheduled County Council Meeting is scheduled for tomorrow July 18, 2023.

12. Enquiries or Comments by Members

Councillor Pelkman thanks the organizers of Strathroy Pride In the Park and the Strathroy- Caradoc Rib Fest. He thought they were great events for the community.

Councillor Hipple reminds the community not to litter in the ditches along the country road into farmers' fields.

Councillor Pammer asks the Director of Engineering and Public Works regarding the estimated time on the change of speed signs for McKellar Street would be posted. regarding the change of speed on McKellar. Jake Straus, Director indicates that the signs will be up before school begins again.

Councillor Kennes indicates the Night Market is on August 5th, 2023 and hopes to see the community participate.

Councillor Willsie wonders when the next traffic report update should be expected. Jake Straus. Director for Engineering and Public Works indicates that the meeting was today so the update report should come back to the next

meeting.

Councillor Derbyshire asks the Director of Community Services, Rob Lilbourne the status of the community grants. The Director indicates that the Community Events Program is the works.

Mayor Grantham asks the Director of Building and Planning, Jennifer Huff in regard to real estate signs at every corner and what can be done. The Director notes that the municipality does not have a sign by-law and without it. the municipality does not have regulatory tool to assist with those issues.

13. In Camera

Moved by Councillor Kennes

Seconded by Councillor Derbyshire

THAT: Council move into closed session.

14. Report on In Camera Matters

Mayor Grantham reported that Council moved into closed session to discuss legal matters regarding Adelaide- Metcalfe Servicing Agreement, a personnel matter regarding an identifiable individual pertaining to the recruitment of a Chief Administrative Officer, the proposed disposition of industrial land and a procedural matter to approve In-Camera meeting minutes as permitted by Section 239 of the *Ontario Municipal Act* and Council's Procedure By-law.

15. Schedule of Meetings

16. Adjournment

Moved by Deputy Mayor McGuire

Seconded by Councillor Hipple

THAT: the meeting adjourn at 10:31 p.m.

Carried

Mayor

Acting Clerk