

Municipality of Strathroy-Caradoc
Regular Council Session
Minutes

Monday, November 6, 2023

6:00 p.m.

Hybrid Meeting (Virtual and In-Person)

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

Also Present: Trisha McKibbin, Chief Administrative Officer
Brianna Hammer-Keidel, Deputy Clerk/Communications Co-ordinator (Acting Clerk)
Melonie Carson, Administrative Assistant (Recorder)
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

Others Present: Brad Bunke, P. Eng, Vice President and Branch Manager of GM BluePlan
Steve Beasley, Deputy Fire Chief
Brad Morrison, Resident
J. Scarrow, Resident

1. Roll Call

The Acting Clerk has confirmed Council attendance.

2. Call to Order/Approve Agenda

Moved by Deputy Mayor McGuire
Seconded by Councillor Pammer

THAT: the November 6, 2023 Regular Council Meeting Agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Approval of Minutes

4.1 Regular Council Meeting Minutes – October 16, 2023

Moved by Councillor Kennes
Seconded by Councillor Brennan

THAT: the Regular Council Meeting Minutes of October 16, 2023 be approved as written.

Carried

4.2 Special Meeting of Council Meeting Minutes - October 23, 2023

Moved by Deputy Mayor McGuire
Seconded by Councillor Kennes

THAT: the Special Meeting of Council Meeting Minutes of October 23, 2023 be approved as written.

Carried

4.3 Finance Committee Meeting Minutes - October 23, 2023

Moved by Councillor Kennes
Seconded by Councillor Brennan

THAT: the Finance Committee Meeting Minutes of October 23, 2023 be approved as written.

Carried

5. Notice of Motion

5.1 Councillor Greg Willsie - To Be Voted On

Moved by Councillor Willsie

Seconded by Councillor Derbyshire

THAT: Council direct staff to bring forward a report to Council on the current delegation of Council authority policy and practices, including the Delegation of Council Authority Policy and the Disposition of Land Policy, for Council's review and consideration.

Carried

5.2 Councillor Donna Pammer - To Be Voted On

Moved by Councillor Pammer

Seconded by Councillor Hipple

THAT: Council be provided an update on the sale of the former Senior Centre 137 Frank Street including timeline, conditions of sale, and specifics on any outstanding items to complete the sale.

Carried

5.3 Councillor Brian Derbyshire - To Be Voted On

Moved by Councillor Derbyshire

Seconded by Deputy Mayor McGuire

THAT: Council direct staff to bring forward a report comparing the charges for private drain connections set by other municipalities within a 150 km radius to ensure the Municipality of Strathroy-Caradoc is comparable to other progressive municipalities, and further;

THAT: the report include developer-driven projects and municipality-driven projects, and further;

THAT: the report be brought to the December 18, 2023 Council meeting for consideration.

Carried

5.4 Deputy Mayor Mike McGuire - To Be Voted On

Moved by Deputy Mayor McGuire

Seconded by Councillor Hipple

THAT: the Fire Chief bring forward a report on the building structure on Fire Station 2 and Fire Station 3, and further;

THAT: the report include the conditions of both structures with estimated repair costs (if any) with recommendations.

Carried

5.5 Deputy Mayor Mike McGuire - Not to be Voted On

6. Communications

Moved by Councillor Pammer

Seconded by Councillor Willsie

THAT: Council receive the communication items for information.

Carried

6.1 Resident Letter RE: Request for a Cricket Ground

Moved by Deputy Mayor McGuire

Seconded by Councillor Kennes

THAT: Council refer this document to CDAC for their review.

Carried

6.2 Tim Zavitz (1822039 Ontario Ltd.) - Request for Support Regarding 516 Albert Street

Moved by Councillor Pelkman

Seconded by Councillor Pammer

THAT: Staff provide a report on Tim Zavitz request for support Regarding 516 Albert Street.

Loss

6.3 Bluewater Recycling Association Board of Directors Meeting Highlights - October 19, 2023

6.4 2023 Q3 Building Permit Stats

- 6.5 Township of McKellar - Call for an Amendment to the Legislation Act, 2006
- 6.6 Township of East Hawkesbury - Support for Bill 21, Fixing Long-Term Care Amendment Act
- 6.7 Town of Rainy River - Resolution Regarding Expanded Opportunities for Water Treatment Training

7. Reports from Departments

7.1 Financial Services

7.1.1 Section 357 Application - FIN-2023-42

Bill Dakin, Director of Financial Services/IT & Treasurer, was present to speak to the report and answer questions from members.

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: the report FIN-2023-42 be received for information and the applications be approved for processing.

Carried

7.2 Building and Planning

7.2.1 Local Service – Oversizing Policy Update - BBP-2023-121

Jennifer Huff, Director of Building & Planning, was present to speak to the report and answer questions from members.

Moved by Councillor Brennan

Seconded by Councillor Pammer

THAT: Report BBP-2023-121 be received by Council for information.

Carried

Moved by Councillor Kennes

Seconded by Councillor Pelkman

THAT: the Local Servicing – Oversizing Policy be referred back to staff to make the recommended updates.

Carried

7.2.2 Third Quarter 2023 BBP Update - BBP-2023-126

Jennifer Huff, Director of Building & Planning, was present to speak to the report and answer questions from members.

Moved by Councillor Kennes

Seconded by Councillor Brennan

THAT: Report BBP-2023-126 be received by Council for information.

Carried

7.2.3 Information on Applicability of Line Fences Act - BBP-2023-120

Jennifer Huff, Director of Building & Planning, was present to speak to the report and answer questions from members.

Moved by Councillor Kennes

Seconded by Councillor Brennan

THAT: Report BBP-2023-120 be received for information.

Carried

Moved by Councillor Brennan

Seconded by Councillor Kennes

THAT: Council exempt the Municipality from the *Line Fences Act*, and further;

THAT: By-law No. 85-23 exempting the Municipality from the *Line Fences Act* be referred to the By-law Section of the Agenda for approval.

Loss

7.2.4 Dedication of Public Highway – Wright St - BBP-2023-124

Jennifer Huff, Director of Building & Planning, was present to speak to the report and answer questions from members.

Moved by Councillor Kennes

Seconded by Councillor Pelkman

THAT: Report BBP-2023-124 Dedication of Public Highway – Wright St. by received by Council for information.

Carried

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: Council dedicate the remaining portion of Wright Street as a public highway, and further;

THAT: Council refer By-law No. 76-23 to the By-law Section of the Agenda for approval.

Carried

7.2.5 Proposed Amended Draft Fence By-law - BBP-2023-127

Jennifer Huff, Director of Building & Planning, was present to speak to the report and answer questions from members.

The following motion was put on the floor during this discussion, however it was not carried:

Moved: Councillor Pelkman

Seconded: Councillor Kennes

THAT: Council direct staff to finalize the amended Fence draft by-law as directed and bring it forward to a future Council meeting for approval, and further;

THAT: Council direct staff to amend the Pool Fence By-law to increase the fines as recommended and bring forward the amended by-law to a future Council meeting for approval.

Moved by Councillor Kennes

Seconded by Councillor Hipple

THAT: Report BBP-2023-127 be received by Council for information.

Carried

Moved by Deputy Mayor McGuire
Seconded by Councillor Pelkman

THAT: this is referred back to staff for review given the comments that Council has raised.

Carried

7.2.6 ZBA 4-2023 Albert Street Planning Evaluation Report, BBP-2023-131

Tim Williams, Senior Planner, was present to speak to the report and answer questions from members.

Moved by Councillor Kennes
Seconded by Councillor Pammer

THAT: Report BBP-2023-131 regarding OPA 2-2023 and ZBA 4-2023 be received by Council for information.

Carried

Moved by Councillor Brennan
Seconded by Councillor Pelkman

THAT: Amendment No. 16 to the Official Plan of the Municipality of Strathroy-Caradoc (application OPA 2-2023) which would re-designate the lands formerly part of the lands municipally known as 599 Albert Street, Strathroy from 'Community Facility' to 'Residential' be adopted and forwarded to the County of Middlesex for consideration and approval, and further;

THAT: the rezoning application, ZBA 4-2023 which would rezone the lands formerly part of the lands municipally known as 599 Albert Street, Strathroy from 'Institutional' to site specific 'High Density Residential (R3-20-H-10), be approved, and further;

THAT: By-law No. 83-23 and By-law No. 84-23 be referred to the Consideration of By-laws Section of the Agenda for approval.

Carried

7.3 Community Services

7.3.1 Ice Allocation Policy Update - CS-2023-26

Rob Lilbourne, Director of Community Services, was present to speak to the report and answer questions from members.

Moved by Councillor Pammer

Seconded by Councillor Brennan

THAT: Council receive report CS-2023-26 titled Ice Allocation Policy Update for information.

Carried

Moved by Councillor Kennes

Seconded by Councillor Pelkman

THAT: Council approves the Ice Allocation Policy Update as recommended by the Community Development Advisory Committee, and further;

THAT: By-law No. 87-23 Ice Allocation Policy be referred to the By-law section of the Agenda for approval.

Carried

7.3.2 Event Safety Plan Checklist - CS-2023-27

Rob Lilbourne, Director of Community Services, was present to speak to the report and answer questions from members.

Moved by Deputy Mayor McGuire

Seconded by Councillor Pelkman

THAT: Council receive report CS-2023-27 titled Event Safety Plan Checklist for information.

Carried

Moved by Deputy Mayor McGuire

Seconded by Councillor Brennan

THAT: Council approve the Event Safety Plan Checklist as recommended by the Community Development Advisory Committee (CDAC).

Carried

7.3.3 Community Garden Proposal - CS-2023-28

Rob Lilbourne, Director of Community Services, was present to speak to the report and answer questions from members.

Moved by Councillor Brennan

Seconded by Deputy Mayor McGuire

THAT: Council receive report CS-2023-28 titled Community Garden Proposal for information.

Carried

Moved by Deputy Mayor McGuire

Seconded by Councillor Hipple

THAT: Council approve the recommendation from the Community Development Advisory Committee (CDAC) that Council supports the concept of a community garden to be placed at the parcel described as PLAN M18 BLK A and direct staff to develop a plan to bring back to Council.

Carried

7.4 Engineering and Public Works

7.4.1 Parkhouse Drive and Troops Road Letter Response - EPW-2023-68

Brad Bunke, P. Eng, Vice President and Branch Manager of GM BluePlan, was present to answer questions from members.

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: Council receive report EPW-2023-68 for information.

Carried

Moved by Councillor Willsie
Seconded by Deputy Mayor McGuire

THAT: Council see the cost breakdown between staff time and engineering for the cost of this report.

Carried

8. Reports from Boards and Committees

Moved by Councillor Brennan
Seconded by Councillor Kennes

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

Carried

8.1 Community Development Advisory Committee Meeting Minutes - September 11, 2023

8.2 Police Services Board Monthly Activity Reports - September 2023

8.3 Police Services Board Meeting Minutes - September 19, 2023

9. County Council Report

Deputy Mayor McGuire spoke to the County Council reports.

9.1 Middlesex County Council Highlights - October 10, 2023

9.2 Middlesex County Council Highlights - October 24, 2023

10. Enquiries or Comments by Members

Councillor Kennes mentions that Friday, November 24th is Hometown Christmas in Strathroy downtown from 4:00-8:00pm and a number of organizations including the BIA, the Municipality and the Lions will light the Christmas Tree at the front of Town Hall.

Councillor Willsie would like clarity on the Caradoc Housing Loan and has received questions about the minutes and wanted to confirm that this was a one time loan and not a line of credit that was opened up for Caradoc Housing and would also like to know what account it came from. The Acting Clerk confirmed that the recommendation states that it was a fixed \$2 million dollar loan to Caradoc Housing Corporation instead of connecting it to the revolving account. Councillor Willsie has also had a lot of inquiries since the Cenotaph Park sign has gone up in Mount Brydges and wonders if there is something that could be done to add Mount Brydges to the sign. Director Lilbourne adds that the official name is Cenotaph Park, however it can be added at Councils direction. Councillor Willsie would like to remind everyone that Remembrance Day is coming up and to attend both Cenotaph Parks in Strathroy and Mount Brydges and support local legions and veterans.

Councillor Derbyshire brought up a concern about a report that was requested, being made public prior to Council being made aware and would like to know how this happens and if there is a protocol for this process. CAO McKibbin adds any reports that come in from third party consultants, there is an internal process and most reports involve multiple departments and then a final draft comes to Council with a staff report attached.

Councillor Brennan adds that if you are bagging leaves and bringing them to the transfer station that is fantastic and asks if residents can make an effort to clear leaves off the street to clear drains on the roads to help with drainage.

Councillor Hipple mentioned the incredible number of SDCI and HCC students within the community in grade 11/12 that are doing co-op programs and there are a lot of placements right in the community. Councillor Hipple thanked the business community because there is a lot of great feedback on this and the students that are coming up into that age where they are going to be attending post secondary school and this is the generation who will be sitting here and wanted to thank the business community, teachers, the students for getting out there and working in the co-op positions.

Councillor Pammer added that on Saturday, November 18th, it is the Rico Food, Strathroy Lions Santa Clause Parade down at Frank and Front in the usual route and would like to remind everyone that there will be road closers downtown so please plan accordingly and looking forward to seeing everyone out.

Deputy Mayor McGuire adds that tomorrow around 3:00pm, there is a ceremony

recognizing long service awards for Middlesex-London Paramedic Services. Deputy Mayor McGuire noted that he attended the 37 Frank Street Banquet on the weekend at the Strathroy Lions Hall and Dave Berdan did a great job putting on his first ever banquet and added that they had great fundraising event. The Deputy Mayor followed up with Councillor Derbyshire's comments about reports and believes that when reports are requested by Council, that they do come back to Council. Also inquired about the comment brought forward about dates and putting dates for return if something is deferred and asks about if a date is put on a motion and staff were unable to make that date, if staff could just come to Council and ask for another date. The CAO confirmed and noted that if there was discussion with Council about the date and she felt that staff may not be able to meet that date, would inform Council well deliberating.

Mayor Grantham spoke to Remembrance Day and encouraged residents to attend Remembrance Day services to remember we owe a lot to a lot of people.

Moved by Councillor Willsie

Seconded by Councillor Derbyshire

THAT: Staff report on the cost of adding Mount Brydges to the Cenotaph Park sign, and further;

THAT: the design be reviewed by Council, and further;

THAT: we officially rename Cenotaph Park to Mount Brydges Cenotaph Park.

Carried

11. **Schedule of Meetings**

- Regular Council - Monday, November 20, 2023 @ 6:00 p.m.
- Finance Committee - Monday, November 27, 2023 @ 5:00 p.m.
- Regular Council - Monday, December 4, 2023 @ 6:00 p.m.
- Finance Committee - Tuesday, December 12, 2023 @ 5:00 p.m.

12. **In Camera**

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: Council move into closed session at 8:30 p.m. for the purpose of discussing the following:

- One item in accordance with Council's Procedure By-law (to approve In-Camera Meeting Minutes); and
- Two items pursuant to Section 239(2)(c) of the *Municipal Act, 2001*, as amended, regarding a proposed or pending acquisition or disposition of land by the municipality or local board (Property Matters); and
- One item pursuant to Section 239(2)(e) of the *Municipal Act, 2001*, as amended, regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Legal Matter); and
- Three items pursuant to Section 239(2)(f) of the *Municipal Act, 2001*, as amended, regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Legal Matters).

Carried

13. Open Session Resume

Moved by Councillor Pelkman

Seconded by Deputy Mayor McGuire

THAT: Closed Session adjourn at 10:55p.m and Open Session resume.

Carried

14. Report on Closed Session

Mayor Grantham reports that Council moved into closed session for the purpose of discussing the following:

- One item in accordance with Council's Procedure By-law (to approve In-Camera Meeting Minutes); and
- Two items pursuant to Section 239(2)(c) of the *Municipal Act, 2001*, as amended, regarding a proposed or pending acquisition or disposition of land by the municipality or local board (Property Matters); and
- One item pursuant to Section 239(2)(e) of the *Municipal Act, 2001*, as amended, regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Legal Matter); and

- Three items pursuant to Section 239(2)(f) of the *Municipal Act, 2001*, as amended, regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Legal Matters).

Moved by Councillor Willsie

Seconded by Councillor Pammer

THAT: the direction in Closed Session be approved.

Carried

15. Consideration of By-laws

15.1 By-law No. 76-23

Moved by Deputy Mayor McGuire

Seconded by Councillor Brennan

THAT: By-law No. 76-23 receive first, second and third and final reading.

Carried

15.2 By-law No. 83-23

Moved by Councillor Pelkman

Seconded by Councillor Willsie

THAT: By-law No. 83-23 receive first, second and third and final reading.

Carried

15.3 By-law No. 84-23

Moved by Councillor Pammer

Seconded by Councillor Pelkman

THAT: By-law No. 84-23 receive first, second and third and final reading.

Carried

15.4 By-law No. 87-23

Moved by Deputy Mayor McGuire

Seconded by Councillor Hipple

THAT: By-law No. 87-23 receive first, second and third and final reading.

Carried

15.5 By-law No. 88-23

Moved by Councillor Kennes

Seconded by Councillor Derbyshire

THAT: By-law No. 88-23 receive first, second and third and final reading.

Carried

16. Adjournment

Moved by Deputy Mayor McGuire

Seconded by Councillor Brennan

THAT: the November 6, 2023 Regular Council Meeting adjourn at 11:00p.m.

Carried

Mayor

Acting Clerk