

**Municipality of Strathroy-Caradoc**  
**Regular Council Session**  
**Minutes**

**Monday, December 18, 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, Director of Legal & Legislative Services/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  
Jake Straus, Director of Engineering & Public Works  
Mark Campbell, Police Chief

Others Present: Heather Lalonde, Development Commissioner  
Brad Morrison, Resident  
William Cocksworth, Resident  
Paul Van Bree, SLD  
Ed Veeke, SLD

**1. Roll Call**

The Clerk has confirmed Council attendance.

**2. Call to Order/Approve Agenda**

**Moved by** Councillor Hipple

**Seconded by** Councillor Kennes

**THAT:** the December 18, 2023 Regular Council Meeting Agenda be approved as circulated.

**Carried**

**3. Declaration of Pecuniary Interest**

None.

**4. Approval of Minutes**

**Moved by** Councillor Pelkman

**Seconded by** Deputy Mayor McGuire

**THAT:** the minutes be approved as written.

**Carried**

**4.1 Regular Council Meeting Minutes – December 4, 2023**

**4.2 Special Meeting of Council Meeting Minutes - November 27, 2023**

**4.3 Finance Committee Meeting Minutes - December 12, 2023**

**5. Notice of Motion**

**5.1 Councillor Donna Pammer- To be Voted On**

**Moved by** Councillor Pammer

**Seconded by** Councillor Hipple

**THAT:** Staff provide Council with a report from the Planning and Engineering departments regarding the impact on a by-law requiring all new roads and remediated roads to include a bike lane with safety markers; and

**THAT:** the report include best practices and examples of the options taken by other municipalities with similar by-laws.

**Carried**

**5.2 Councillor Brian Derbyshire- To be Voted On**

**Moved by** Councillor Derbyshire  
**Seconded by** Deputy Mayor McGuire

**THAT:** A special meeting to provide an information session on Water and Wastewater take place on Tuesday, January 16 at 5:30 p.m. in the conference room, with the guest speaker to be Berta Bella Krichker, P. Eng., F.E.C.

**Carried**

**5.3 Councillor Donna Pammer- To be Voted On**

**Moved by** Councillor Pammer  
**Seconded by** Councillor Willsie

**THAT:** Staff provide Council with a report with a comparative analysis (including financial implications) of the Municipality providing a mortgage from reserves to Caradoc Housing Corporation for the Adelaide Road housing project in Mount Brydges as opposed to the commercial mortgage.

**Loss**

**6. Communications**

**Moved by** Councillor Kennes  
**Seconded by** Deputy Mayor McGuire

**THAT:** Council receive the communication items for information.

**Carried**

**6.1 Municipality of Tweed - Resolution Regarding 1/3 Funding Grant Programs**

**Moved by** Mayor Grantham  
**Seconded by** Councillor Kennes

**THAT:** Council support the motion and it be circulated to all local MPP's and MP's.

**Carried**

**6.2 City of Sudbury Council Motion to Amend OHSA**

**Moved by** Councillor Pelkman

**Seconded by** Deputy Mayor McGuire

**THAT:** Council support the motion from the City of Sudbury.

**Carried**

**6.3 Municipality of Chatham-Kent - Resolution Regarding Ontario Works Rates**

**6.4 Letter of Concerns to Land Development in Mount Brydges**

**6.5 Bluewater Recycling Association - Board of Directors Meeting Highlights - November 30, 2023**

**6.6 Letter from Alla's Ukrainian Pierogies & More**

**7. Reports from Departments**

**7.1 Building and Planning**

**7.1.1 Proposed Amended Draft Fence By-law - November 2023 - BBP-2023-134**

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

**Moved by** Councillor Hipple

**Seconded by** Councillor Brennan

**THAT:** Report BBP-2023-134 be received by Council for information.

**Carried**

**Moved by** Councillor Kennes

**Seconded by** Deputy Mayor McGuire

**THAT:** Council direct staff to finalize the amended Fence draft by-law 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.

**Carried**

- 7.1.2 Applications for Draft Plan of Subdivision, Official Plan Amendment & Rezoning ADELAIDE CON 4 SER PT LOTS 19 AND 20 RP 33R19731 PARTS 1 to 7 and 10 to 14 – in Strathroy  
Applicant/Owner: B.M. Ross & Associates Limited / SLD Group -  
BBP-2023-142

Tim Williams, Manager of Planning, was present to speak to the report and answer questions from members.

**Moved by** Councillor Kennes

**Seconded by** Deputy Mayor McGuire

**THAT:** Report BBP-2023-142 regarding 39T-SC2302, OPA 1-2023 and ZBA 3-2023 be received by Council for information.

**Carried**

**Moved by** Councillor Pelkman

**Seconded by** Deputy Mayor McGuire

**THAT:** Amendment No. 17 to the Official Plan of the Municipality of Strathroy-Caradoc (application OPA 1-2023) which would re-designate the lands formerly part of the lands municipally known as 599 Albert Street, Strathroy from 'Community Facility' to 'Residential' and remove the requirement for a Secondary Plan be adopted and forwarded to the County of Middlesex for consideration and approval, and further;

**THAT:** the rezoning application, ZBA 3-2023 which would rezone the lands formerly part of the lands municipally known as 599 Albert Street, Strathroy from 'Future Development' and 'High Density Residential' Zone to site specific 'High Density Residential Zones (R3-21-H-5), Open Space (OS) Zone, and site specific 'Medium Density Residential (R2-28-H-5), be approved, and further;

**THAT:** By-law No.104-23 and By-law No.105-23 be referred to the Consideration of By-laws Section of the Agenda for approval.

**Carried**

7.1.3 Additional Consultation Sessions for Comprehensive Review Project (Potential Settlement Boundary Expansion) - BBP-2023-147

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

**Moved by** Councillor Hipple

**Seconded by** Councillor Brennan

**THAT:** Report BBP-2023-147 on the Additional Consultation Sessions for the Comprehensive Review Project (Potential Settlement Boundary Expansion) be received for information by Council.

**Carried**

7.1.4 ZBA 20-2023 6919 Calvert Dr Report for Zoning By-law - BBP-2023-149

Tim Williams, Manager of Planning, was present to speak to the report and answer questions from members.

**Moved by** Councillor Willsie

**Seconded by** Councillor Pammer

**THAT:** Report BBP-2023-149 regarding ZBA 20-2023 be received by Council for information.

**Carried**

**Moved by** Councillor Brennan

**Seconded by** Councillor Willsie

**THAT:** By-law No. 106-23 being a zoning by-law amendment that reflects Council's approval of the application be referred to the Consideration of By-laws Section of the Agenda for approval.

**Carried**

7.1.5 Assumption – South Creek Phase 3 & 4, Mt. Brydges - BBP-2023-146

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

**Moved by** Councillor Willsie  
**Seconded by** Councillor Hipple

**THAT:** Council receive report BBP-2023-146 for information.

**Carried**

**Moved by** Councillor Hipple  
**Seconded by** Councillor Kennes

**THAT:** By-law No. 103-23 authorizing the assumption of Phase 4 and 5 of the South Creek Subdivision in Mt. Brydges be forwarded to Council for consideration of adoption.

**Carried**

## **7.2 Community Services**

### **7.2.1 West Middlesex Memorial Centre - Portable Toilets - CS-2023-30**

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 receives report CS-2023-30 West Middlesex Memorial Centre – Portable Toilets for information.

**Carried**

### **7.2.2 Update/Renewal of the Joint Use Agreement with TVDSB and - CS-2023-36**

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

**Moved by** Councillor Brennan  
**Seconded by** Councillor Kennes

**THAT:** Council receive report CS-2023-36 for information.

**Carried**

**Moved by** Councillor Brennan  
**Seconded by** Councillor Hipple

**THAT:** Council renews the Joint Use Agreement with the Thames Valley District School Board (TVDSB) and the English Language Separate District School Board No. 38 operating as the London District Catholic School Board (LDCSB) for ten (10) years with successive ten (10) year renewals as laid out in the agreement.

**Carried**

### **7.3 Engineering and Public Works**

#### **7.3.1 Sanitary Private Drain Connection – Council Motion - EPW-2023-78**

Jake Straus, Director of Engineering & Public Works, was present to speak to the report and answer questions from members.

**Moved by** Councillor Brennan  
**Seconded by** Councillor Kennes

**THAT:** Council receive report EPW-2023-78 Sanitary Private Drain Connection – Council Motion for information.

**Moved by** Councillor Derbyshire  
**Seconded by** Deputy Mayor McGuire

**THAT:** Council defer receiving report EPW-2023-78 Sanitary Private Drain Connection – Council Motion for information until January 15, 2024.

**Carried**

**Moved by** Councillor Pelkman  
**Seconded by** Councillor Willsie

**THAT:** Charges for residents affected by the mandatory connection fee be deferred until the Water and Wastewater Masterplan has been finalized.

**Carried**



### 7.3.2 Train Whistle Cessation Feasibility - EPW-2023-79

Jake Straus, Director of Engineering & Public Works, was present to speak to the report and answer questions from members.

**Moved by** Councillor Derbyshire

**Seconded by** Deputy Mayor McGuire

**THAT:** Council receive report EPW-2023-79 for information.

**Tabled**

### 7.3.3 Public Works Tandem Truck Purchase - EPW-2023-76

Jake Straus, Director of Engineering & Public Works, was present to speak to the report and answer questions from members.

**Moved by** Councillor Kennes

**Seconded by** Councillor Brennan

**THAT:** Council receive report EPW-2023-76.

**Carried**

**Moved by** Councillor Kennes

**Seconded by** Councillor Willsie

**THAT:** Council approves the purchase of a 2024 Tandem Truck for \$425,290 plus HST from Team Truck Centres Limited, and further;

**THAT:** Council approve the use of \$25,290 plus HST funded from the fleet reserve.

**Carried**

## 7.4 Chief Administrative Officer

### 7.4.1 Conservation Authority Agreements - CAO-2023-11

Trisha McKibbin, CAO, was present to speak to the report and answer questions from members.

Council took a 5 minute recess at 7:39 p.m and resumed at 7:44 p.m.

**Moved by** Councillor Kennes  
**Seconded by** Councillor Hipple

**THAT:** Council receive Report CAO-2023 - 11 Conservation Authority Agreements for information.

**Carried**

**Moved by** Deputy Mayor McGuire  
**Seconded by** Councillor Kennes

**THAT:** Council direct the Mayor and Clerk to execute the agreement, and further;

**THAT:** By-law No. 79-23 be referred to the Consideration of By-laws Section of the Agenda for approval.

**Carried**

**8. Reports from Boards and Committees**

**Moved by** Councillor Kennes  
**Seconded by** Councillor Hipple

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

**Carried**

**8.1 Police Services Board Monthly Activity Reports - October 2023**

**8.2 Police Services Board Meeting Minutes - October 17, 2023**

**8.3 Committee of Adjustment Meeting Minutes of November 2, 2023**

**8.4 Downtown Strathroy BIA Executive Meeting Minutes - October 10, 2023**

**8.5 Downtown Strathroy Executive BIA Meeting Minutes - November 14, 2023**

**9. County Council Report**

Deputy Mayor McGuire provided an update on the County Council Report adding that back in June, there was the AORS Tradeshow. The event raised \$38,500 and the money went throughout the county noting that Toys for Tots in Strathroy

received \$9,500. The Deputy Mayor also added that Mayor Grantham brought forward a motion to address two intersections in the community, Glendon Drive at Melbourne Road that traffic signals be installed at that intersection and further, that Longwoods Road and Melbourne Road in the Village of Melbourne, be engineered to be directed to make capital improvements to that intersection. The motion was brought before Council and it was passed. Deputy Mayor McGuire also noted that there are a number of other traffic lights to be installed throughout major intersections throughout the county. Also dealt with Middlesex Centre's OPA 62 which was approved and is a very large development in Middlesex Centre which includes a 2 pad private arena, golf simulator, gym studios with physio therapy and restaurant.

#### **10. Enquiries or Comments by Members**

Councillor Hipple congratulated Easton Cowan from Mount Brydges who made Team Canada. Added that a really great football player who went to Caradoc North P.S. and SDCI highschool, and got re-signed from Toronto Argonauts and plays in the CFL and has done really well. Councillor Hipple also talked about bobsledding, Kristen Bujnowski, who is bringing home the metals and is doing fabulous and resident of Caradoc and is continuing to be exceptional. Councillor Hipple also commented on the kids coming to see Santa, parades happening in the community, etc. Asks if you are out there and struggling, please reach out and ask for help. If you're not in need of help, asking you to look for signs and be compassionate and lend a hand. Wishing everyone an amazing, wonderful Christmas and please be aware of those around you and please don't drink and drive.

Councillor Kennes hopes everyone has a peaceful Christmas and holiday season and wishing everyone a good 2024. Thanks all municipal staff for work, patience and perseverance over the past year and will work towards a successful 2024.

Councillor Willsie thanks all community groups that are putting on the events and wishing everyone a Happy Holidays and all success in the New Year.

Councillor Brennan had concerns about the cost of the training session on January 16th and would like the cost to be revealed. Councillor Brennan also wished everyone a Merry Christmas and a Happy New Year and thanks all the hardworking staff, and appreciates everything they do. Asks that no one drinks and drives.

Councillor Pelkman congratulated Brianna on her new role and also thanked

everyone in the Legal and Legislative Services Department who have been sharing roles and responsibilities for all the time they've put in throughout the year. Wished all the staff a Merry Christmas and Happy Holiday and the Directors for all their assistance. Councillor Pelkman echoed the other comments and hopes that no one drinks and drives.

Councillor Derbyshire answered Councillor Brennan's question about the cost adding that there is not going to be any money exchanged. Councillor Derbyshire also thanked all staff, Council members and new CAO and congratulated the new Clerk and wished everyone a Merry Christmas, Happy Holidays and a Happy New Year. Thanked staff for all their patience over the last year.

Councillor Pammer wished everyone a Merry Christmas and Happy New Year and thanked staff for all support. Councillor Pammer also echoed Councillor Hipple's comments adding that there are resources in the community available for people struggling, through Canadian Mental Health Association or some other services.

Deputy Mayor McGuire thinks Council is starting to come together as a group and is encouraged by that and congratulated Council. The Deputy Mayor added that he has enjoyed the year and learned a lot and thanked staff and wished everyone a Happy Holidays.

Mayor Grantham echoed everyone's best wishes and comments on Christmas added that he and Councillor Brennan had the opportunity on Saturday to visit a new group of people in the community from the southern part of India. A group of 50 families here in Strathroy adding that it continues the tradition of inclusion and diversity this community has and welcoming diverse groups. The Mayor also added that it has been a great learning year.

## **11. Schedule of Meetings**

- Monday, January 15, 2024 @ 6:00 p.m.
- Monday, February 5, 2024 @ 6:00 p.m.
- Tuesday, February 20, 2024 @ 6:00 p.m.

## **12. In Camera**

**Moved by** Councillor Hipple

**Seconded by** Councillor Pelkman

**THAT:** Council move into closed session at 8:00 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
- One item 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 Matter)

**Carried**

**13. Open Session Resume**

**Moved by** Councillor Willsie

**Seconded by** Councillor Kennes

**THAT:** Closed Session adjourn at 8:22 p.m. and Open Session resume.

**Carried**

**14. Report on Closed Session**

Mayor Grantham reported 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
- One item 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 Matter)

**Moved by** Councillor Derbyshire

**Seconded by** Deputy Mayor McGuire

**THAT:** the direction in Closed Session be approved.

**Carried**

**15. Consideration of By-laws**

**15.1 By-law No. 79-23**

**Moved by** Councillor Kennes

**Seconded by** Deputy Mayor McGuire

**THAT:** By-law No. 79-23, receive first, second and third and final reading.

**Carried**

**15.2 By-law No. 98-23**

**Moved by** Councillor Kennes

**Seconded by** Councillor Brennan

**THAT:** By-law No. 98-23 receive first, second and third and final reading.

**Carried**

**15.3 By-law No. 99-23**

**Moved by** Councillor Hipple

**Seconded by** Councillor Willsie

**THAT:** By-law No. 99-23 receive first, second and third and final reading.

**Carried**

**15.4 By-law No. 103-23**

**Moved by** Councillor Derbyshire

**Seconded by** Councillor Pelkman

**THAT:** By-law No. 103-23 receive first, second and third and final reading.

**Carried**

**15.5 By-law No. 104-23**

**Moved by** Councillor Brennan

**Seconded by** Deputy Mayor McGuire

**THAT:** By-law No. 104-23 receive first, second and third and final reading.

**Carried**

**15.6 By-law No. 105-23**

**Moved by** Councillor Pelkman

**Seconded by** Deputy Mayor McGuire

**THAT:** By-law No. 105-23 receive first, second and third and final reading.

**Carried**

**15.7 By-law No. 106-23**

**Moved by** Councillor Brennan

**Seconded by** Councillor Kennes

**THAT:** By-law No. 106-23 receive first, second and third and final reading.

**Carried**

**15.8 By-law No. 108-23**

**Moved by** Councillor Pelkman

**Seconded by** Councillor Hipple

**THAT:** By-law No. 108-23 receive first, second and third and final reading.

**Carried**

**15.9 By-law No. 107-23**

**Moved by** Councillor Derbyshire

**Seconded by** Councillor Pammer

**THAT:** By-law No. 107-23 receive first, second and third and final reading.

**Carried**

**16. Adjournment**

**Moved by** Councillor Kennes

**Seconded by** Councillor Pelkman

**THAT:** the December 18, 2023 Regular Council Meeting adjourn at 8:28 p.m.

**Carried**

Mayor

Acting Clerk