

Municipality of Strathroy-Caradoc
Regular Council Session
Minutes

Tuesday, April 2, 2024
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 Sandi Hipple
Councillor Greg Willsie
Councillor Brian Derbyshire

Absent with Notice: Councillor Donna Pammer

Also Present: Trisha McKibbin, Chief Administrative Officer
Jennifer Pereira, Deputy Clerk/Lottery Licensing Officer
(Recorder)
Brianna Hammer-Keidel, Director of Legal and Legislative
Services/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
Paul Zuberbuhler, Manager of Environmental Services

Others Present: Steve Beasley, Deputy Fire Chief
Scott Allen
Emil Pattyn, Applicant
David Boyd
Karen Boyd
Lisa Friesen
Jake Friesen

1. Roll Call

The Clerk has confirmed Council attendance.

2. Call to Order/Approve Agenda

Moved by Deputy Mayor McGuire

Seconded by Councillor Brennan

THAT: the April 2, 2024 Regular Council Meeting Agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

Councillor Derbyshire declared a conflict of interest on Item 5.1 - Public Meeting - 390 Second Street.

4. Presentations/Delegations/Petitions

4.1 Middlesex Federation of Agriculture

Patrick Verkley and Hadley Jenkins-Giffen, Middlesex Federation of Agriculture Directors presented to Council agriculture at a glance within Middlesex County.

4.2 2024 Proposed Budget Presentation and Public Meeting

Bill Dakin, Director of IT & Financial Services, presented the 2024 Consolidated Budget. He highlights that the outstanding municipal debt will be \$21.03 million by the end of 2024, Operations Budget \$1,222,327 (4.39 %) and the Capital Budget \$100,000 (0.08%). The total 2024 tax rate increase would result in 4.47%.

Steve Riczu, Resident makes a presentation to Council on the 2024 Consolidated Budget.

Moved by Councillor Brennan

Seconded by Councillor Kennes

THAT: Council approve the 2024 Recommended Municipal Budget with a Tax Rate Increase of 4.47% increase.

For (5): Mayor Grantham, Deputy Mayor McGuire, Councillor Brennan, Councillor Kennes, and Councillor Pelkman

Against (3): Councillor Hipple, Councillor Willsie, and Councillor Derbyshire

Absent (1): Councillor Pammer

Carried (5 to 3)

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: By-law No. 31-24 to adopt a budget for the year 2024 for the Municipality of Strathroy-Caradoc be referred to the Consideration of By-laws section of the agenda for approval.

Carried

Moved by Councillor Willsie
Seconded by Councillor Derbyshire

THAT: the budget documents be referred back to staff as they contradict each other.

For (4): Deputy Mayor McGuire, Councillor Hipple, Councillor Willsie, and Councillor Derbyshire

Against (4): Mayor Grantham, Councillor Brennan, Councillor Kennes, and Councillor Pelkman

Absent (1): Councillor Pammer

Loss (4 to 4)

5. Public Meeting

5.1 Public Meeting No. 1

5.1.1 Motion to open the public meeting

Moved by Deputy Mayor McGuire
Seconded by Councillor Hipple

THAT: the public meeting to consider an application for Draft Plan of Subdivision at the property located at 390 Second Street, Strathroy be hereby opened.

Carried

5.1.2 Report to be presented by the Planner.

Tim Williams, Senior Planner presents a report on the Draft Plan of Subdivision at the property located at 390 Second Street. The draft plan of subdivision application proposes to develop the north portion of the parcel with 1 block for high density development with approximately 226 dwelling units, 2 blocks for medium density development with approximately 137 townhouse dwellings and 21 singles or semi-detached dwellings. The plan also proposes the extension of Adair Boulevard south of Second Street and Thorne Drive from Adair Boulevard to easterly property limit. The plan also includes 2 blocks for servicing (Block 4 - Stormwater management and Block 7 sanitary pumping station). A third internal street is proposed that will connect to Adair Boulevard and extend easterly to connect to the south end of the adjacent property at 392 Second Street and provide an additional connection to the exterior. The application for zoning by-law amendment was approved on March 20, 2023. Staff are receiving comments on the application and will work with the applicant on finalizing any outstanding details prior to coming back to Council with a recommendation. The intent of the report is to provide Council and the public with information regarding the proposed development, the relevant policies and regulatory context, and to summarize comments received by the public and agencies to date. A subsequent report will be provided and will include a full policy analysis and responses to comments received related to the subdivision application, as well as provide draft plan of subdivision conditions for Council's consideration. The Draft Plan of Subdivision will receive a decision by Strathroy-Caradoc Council which will be forwarded to County Council for a final decision.

5.1.3 Comments in support of the proposed rezoning

Scott Allen, Agent, indicates that he is satisfied with the report and comments in support of the report.

5.1.4 Comments in opposition to the proposed rezoning

None.

5.1.5 Comments and questions from Members of Council

Councillor Kennes comments on how happy he is to see higher density in this proposal and more affordable housing being offered within the community.

Councillor Pelkman agrees with Councillor Kennes and adds that he is happy to see the streetlights being proposed early in this project.

Deputy Mayor McGuire wonders if bike paths or walkways will be included in the proposal. Tim Williams, Senior Planner, indicates that the secondary plan did look at bike and walking paths and they are primarily on Thorn Drive going west.

5.1.6 Motion to close the public meeting

Moved by Councillor Pelkman

Seconded by Councillor Willsie

THAT: the public meeting to consider an application for Draft Plan of Subdivision at the property located at 390 Second Street, Strathroy be hereby closed.

Carried

5.1.7 Decision/Resolution

Moved by Councillor Pelkman

Seconded by Councillor Willsie

THAT: the subject report BBP-2024-32 for Draft Plan of Subdivision 39T-SC2401 be received for information.

Carried

6. Approval of Minutes

Moved by Councillor Pelkman

Seconded by Councillor Hipple

THAT: the meeting minutes be approved as written.

Carried

- 6.1 Special Council Meeting Minutes - March 11, 2024**
- 6.2 Regular Council Meeting Minutes – March 18, 2024**
- 6.3 Finance Committee Meeting Minutes - March 18, 2024**
- 6.4 Special Council Meeting Minutes - March 26, 202**

7. Communications

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: Council receive the communication items for information.

Carried

Moved by Mayor Grantham
Seconded by Councillor Derbyshire

THAT: Council draft a letter of support for Item 7.3 - Township of Adelaide Metcalfe - Resolution Requesting Increase to Tile Drain Loan Limit.

Carried

- 7.1 Notification of Road Closure - Hometown Festival Show and Shine**
- 7.2 Virtual Neighbourhood Open House- Hull Road**
- 7.3 Township of Adelaide Metcalfe - Resolution Requesting Increase to Tile Drain Loan Limit**
- 7.4 Town of Fort Erie - Resolution Regarding Architectural Conservancy Ontario**
- 7.5 Town of Goderich - Resolution Regarding Return to Combined ROMA and OGRA Conferences**

8. Notice of Motion

8.1 Councillor Brian Derbyshire - To Be Voted On

Moved by Councillor Derbyshire
Seconded by Deputy Mayor McGuire

THAT: Staff provide a report to Council on Caradoc Housing Corporation regarding the following matters:

- 1) The terms and schedule for repayment for the \$1.1 million loan;
- 2) The repayment of the \$2 million that was borrowed, and if not repaid, when it is anticipated to be repaid; and
- 3) Resources, if any, currently being provided to Caradoc Housing Corporation, such as bookkeeping, snow removal, and lawn care.

Carried

8.2 Councillor Greg Willsie - Not to Be Voted On

8.3 Councillor Greg Willsie - Not to Be Voted On

8.4 Councillor Donna Pammer - Not to Be Voted On

9. Reports from Departments

9.1 Legal and Legislative Services

9.1.1 Alternate Locations for Council Meetings - Update - LLS-2024-03

Moved by Deputy Mayor McGuire

Seconded by Councillor Willsie

THAT: Report LLS-2024-03 titled “Alternate Locations for Council Meetings – Update” be received for information.

Carried

Moved by Councillor Hipple

Seconded by Councillor Derbyshire

THAT: Council approve the alternate meeting location of Caradoc Community Centre for Regular Council Meetings scheduled for Monday, May 6, 2024 at 6:00 p.m. and Monday, July 15, 2024 at 6:00 p.m.

Carried

9.2 Financial Services

9.2.1 Chippewas of the Thames First Nation Lands to be Added to the Reserve - FIN-2024-10

Moved by Councillor Brennan
Seconded by Deputy Mayor McGuire

THAT: Council receive report FIN-2024-10 for information.

Carried

Moved by Deputy Mayor McGuire
Seconded by Councillor Willsie

THAT: Council refer this back to staff with more information including: has this has happened elsewhere and other municipalities, what Indigenous Services say about this, and a map of the property locations including buildings.

Carried

9.3 Building and Planning

9.3.1 Assumption – Woods Edge, Mt. Brydges Subdivision - BBP-2024-30

Moved by Councillor Kennes
Seconded by Councillor Hipple

THAT: Council receive report BBP-2024-30 for information.

Carried

Moved by Councillor Kennes
Seconded by Councillor Pelkman

THAT: By-law No. 29-24 which provides for the assumption of assets in the Woods Edge Subdivision be forwarded to Council for consideration of adoption.

Carried

9.3.2 Adelaide Road Servicing Request, BBP-2024-31

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: Council receive report BBP-2024-31 for information.

Carried

Moved by Councillor Derbyshire

Seconded by Mayor Grantham

THAT: Council permit the exemption to the Municipality's Servicing Standards and the Sewer System Use By-Law.

Carried

9.4 Community Services

9.4.1 Community Events Program Grant Allocations - CS-2024-17

Moved by Councillor Kennes

Seconded by Councillor Hipple

THAT: Council receives report CS-2024-17 titled Community Events Program Grant Allocations for information.

Carried

Moved by Councillor Kennes

Seconded by Councillor Hipple

THAT: Council approve the allocations as identified in the report.

Carried

9.5 Engineering and Public Works

9.5.1 Strathroy Water Tower Painting Tender Award - EPW-2024-28

Moved by Deputy Mayor McGuire

Seconded by Councillor Kennes

THAT: Council receive Report EPW 24-30 regarding the Strathroy Water Tower Painting Tender Award for information.

Carried

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: Council approve the Strathroy Water Tower Painting and the \$352,000 variance be funded from the Water Reserve fund, and further;

THAT: Council award the Strathroy Water Tower Painting Award to Landmark Municipal Services for \$901,966 including full HST; and

THAT: Council award the Inspection Services to MISCO Consulting Services for \$99,950 including full HST.

Carried

9.6 Fire Services

9.6.1 Fire Services Advisory Committee Terms of Reference - FIRE-2024-05

Moved by Deputy Mayor McGuire

Seconded by Councillor Hipple

THAT: Council Receive Report No. Fire-2024-05 for information.

Carried

Moved by Deputy Mayor McGuire

Seconded by Councillor Kennes

THAT: Council adopt the Fire Service Advisory Committee Terms of Reference.

Carried

10. 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

10.1 Tri Township Arena Meeting Minutes - February 08, 2024

10.2 Police Services Board Monthly Activity Reports - February 2024

10.3 Police Services Board Meeting Minutes - February 21, 2024

11. County Council Report

11.1 County Council Highlights - March 26, 2024

12. Enquiries or Comments by Members

Councillor Hipple thanks staff, volunteers, and the community for the Easter festivities over the weekend. She also sends her congratulations to the Junior C Bulldogs for moving forward.

Councillor Kennes also thanked staff for the work they did over the Easter weekend. He adds that he has noticed a lot of construction activity happening on some housing projects and expresses how nice it is to see things happen.

Councillor Willsie makes a motion regarding the budget items.

Councillor Derbyshire enquires about a Whistle Blower Policy (HR Policy), which is a policy that protects the person that comes forward with an issue without any repercussions.

Mayor Grantham brings up with staff Public/Private Partnerships and wonders about the Canadian Council of Public/Private Partnerships.

Moved by Councillor Willsie

Seconded by Councillor Derbyshire

THAT: before the next budget process, Council request an updated costing on capital projects.

Carried

13. Schedule of Meetings

14. In Camera

Moved by Deputy Mayor McGuire

Seconded by Councillor Kennes

THAT: Council move into closed session at 8:32 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)
- 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;
- 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.
- Three items pursuant to Section 239(2)(b) of the *Municipal Act, 2001*, as amended, regarding personal matters about an identifiable individual, including municipal employees.

Carried

15. Open Session Resume

A motion was passed in Closed Session to adjourn at 9:52 p.m. and resume Open Session.

16. 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)
- 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;
- 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.
- Three items pursuant to Section 239(2)(b) of the *Municipal Act, 2001*, as amended, regarding personal matters about an identifiable individual, including municipal employees.

Moved by Deputy Mayor McGuire

Seconded by Councillor Brennan

THAT: the direction in Closed Session be approved.

Carried

17. Consideration of By-laws

17.1 By-law No. 29-24

Moved by Councillor Brennan
Seconded by Councillor Hipple

THAT: By-law No. 29-24 receive first, second and third and final reading.

Carried

17.2 By-law No. 31-24

Moved by Councillor Pelkman
Seconded by Deputy Mayor McGuire

THAT: By-law 31-24 receive first, second and third and final reading.

Carried

17.3 By-law No. 32-24

Moved by Councillor Hipple
Seconded by Councillor Kennes

THAT: By-law 32-24 receive first, second, and third and final reading.

Carried

17.4 By-law No. 33-24

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: By-law 33-24 receive first, second and third and final reading.

Carried

18. Adjournment

Moved by Councillor Kennes
Seconded by Councillor Brennan

THAT: the April 2, 2024 Regular Council Meeting adjourn at 9:55 p.m.

Carried

Mayor

Clerk