

Municipality of Strathroy-Caradoc
Regular Council Session
Minutes

Monday, April 15, 2024
6:00 p.m.

Hybrid Meeting (Virtual and In-Person)

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

Absent with Notice: Mayor Colin Grantham
Councillor Sandi Hipple

Also Present: Trisha McKibbin, Chief Administrative Officer
Brianna Hammer-Keidel, Director of Legal and 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
Paul Zuberbuhler, Manager of Environmental Services

Others Present: Walter Easter, Manager of Public Works
Steve Beasley, Deputy Chief of Fire, Prevention & Training
Heather Lalonde, Development Commissioner
Aina DeViet, Middlesex County Warden
Bill Rayburn, Middlesex County Chief Administrative Officer
Al Melo, Resident
Marlene Melo, Resident
Humberto Melo, Resident

1. Roll Call

The Deputy Mayor confirmed Council attendance noting that Mayor Grantham was absent with notice and Councillor Kennes held his proxy. Councillor Hipple was also absent with notice.

2. Call to Order/Approve Agenda

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: the April 15, 2024 Regular Council Meeting Agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Presentations/Delegations/Petitions

4.1 Middlesex County - Local Council Update

Middlesex County Warden Aina DeViet and Chief Administrative Officer Bill Rayburn were present to provide a Local Council Update.

Moved by Councillor Willsie
Seconded by Councillor Kennes

THAT: Council receive the presentation for information.

Carried

4.2 Al, Marlene, and Humberto Melo

Al & Marlene Melo were present to speak to the letter for the request to permit a connection to an existing lateral sewer line.

Council Members generally discussed this request.

Moved by Councillor Pelkman

Seconded by Councillor Pammer

THAT: Council receive the letter for information.

Carried

Moved by Councillor Pelkman

Seconded by Councillor Brennan

THAT: Council defer this to staff to bring a report back to Council on this issue in one month.

Carried

5. Approval of Minutes

Moved by Councillor Brennan

Seconded by Councillor Kennes

THAT: the Regular Council Meeting minutes of April 2, 2024 be approved as written, and further;

THAT: the Special Council Meeting minutes of April 6, 2024 be approved as written.

Carried

5.1 Regular Council Meeting Minutes – April 2, 2024

5.2 Special Council Meeting Minutes - April 6, 2024

6. Communications

Moved by Councillor Willsie

Seconded by Councillor Kennes

THAT: Council receive the communication items 6.2, 6.3, 6.5, 6.6, 6.7, & 6.8 for information.

Carried

6.1 Notice of Virtual Neighbourhood Open House - Proposed Town House Development at 24546 Adelaide Road

Councillor Brian Derbyshire pulled out this notice to make sure that it was recognized.

6.2 St. Clair Region Conservation Authority - Sydenham River Canoe and Kayak Race 2024

6.3 CN Rail - CN Right-of-Way Vegetation Management

6.4 City of Brantford - Resolution Regarding Home Heating Sustainability

Moved by Councillor Derbyshire

Seconded by Councillor Willsie

THAT: Council direct staff to draft a letter of support and to circulate to the federal minister and the provincial minister.

Carried

6.5 Prince Edward County - Resolution Regarding an Accessible Ontario 2025

6.6 Township of Asphodel-Norwood - Resolution Regarding Public Health Ontario Labs

6.7 City of Guelph - Resolution to Support the Decision of the Ontario Energy Board (OEB) to End the Subsidization of Fossil Gas

6.8 Town of Lincoln - Request to Extend Bill 23 Timelines Regarding Heritage Registry Lists

7. Notice of Motion

7.1 Councillor Greg Willsie - To Be Voted On

Councillor Kennes held the proxy vote for Mayor Grantham, and the vote was no.

Moved by Councillor Willsie

Seconded by Councillor Derbyshire

THAT: Council direct staff to provide a report of all Sole Sourced contracts for the past 5 years, and further;

THAT: This report include the values for each individual contract and the total spent with each contractor, and further;

THAT: This report also include the values of total contracts for each department where Sole Sourcing is used for the purpose of calculating the percentage of Sole Sourced Contracts.

For (2): Councillor Willsie, and Councillor Derbyshire

Against (5): Deputy Mayor McGuire, Councillor Brennan, Councillor Kennes, Councillor Pelkman, and Councillor Pammer

Absent (2): Mayor Grantham, and Councillor Hipple

Loss (2 to 5)

7.2 Councillor Greg Willsie - To Be Voted On

Councillor Kennes held the proxy vote for Mayor Grantham, and the vote was no.

Moved by Councillor Willsie

Seconded by Councillor Derbyshire

THAT: All Wastewater and Water sole-sourced projects require a third-party review before going to RFP for construction or implementation, and further;

THAT: These reviews focus on the technical aspects, likely outcome, and financial accuracy of the sole-sourced recommendation.

For (2): Councillor Willsie, and Councillor Derbyshire

Against (5): Deputy Mayor McGuire, Councillor Brennan, Councillor Kennes, Councillor Pelkman, and Councillor Pammer

Absent (2): Mayor Grantham, and Councillor Hipple

Loss (2 to 5)

7.3 Councillor Donna Pammer- To Be Voted On

Moved by Councillor Pammer
Seconded by Councillor Brennan

THAT: The Building & Planning Department prepare a report on municipally owned lands located at a) Bella and Francis Streets and b) 480 Saulsbury Street for the consideration of residential development, and further;

THAT: a draft Expression of Interest for residential development on these sites be brought back to Council for approval at the May 20th meeting of Council, and further;

THAT: the Expression of Interest consider the following:

- 1) As part of the agreement, the land be sold to the developer for \$1 with the Municipality reserving the right of first refusal on any future sale; and
- 2) That the agreement to maintain affordable rents for a period of not less than 25 years; and

Francis Street Lot:

- mid to high rise community of affordable and or attainable and market rent housing
- include a park feature
- accommodate a range of transportation options including bikes, ebikes, cars and electric vehicles
- use energy efficiency standards and green building techniques

Saulsbury Street Lot:

- low to mid rise community of affordable and/or attainable and market rent housing
- accommodate a range of transportation options including bikes, ebikes, cars and electric vehicles
- use energy efficiency standards and green building techniques

Carried

8. Reports from Departments

8.1 Building and Planning

8.1.1 Request to Remove 'H' Holding Zone for 470 Darcy Drive,
Melchers c/o Chris Melcher
File No: ZBA 7-2024 - BBP-2024-35

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

Moved by Councillor Kennes

Seconded by Councillor Derbyshire

THAT: the subject report BBP-2024-35 for ZBA 7-2024 be received for information.

Carried

Moved by Councillor Pelkman

Seconded by Councillor Willsie

THAT: the application for the removal of the Holding Zones, be approved.

Carried

8.1.2 Planning Fees Refund Policy - BBP-2024-36

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 Derbyshire

THAT: Report BBP-36-24 be received for information, and further;

THAT: Council approve the Planning Fee Refund Policy, and further;

THAT: the by-law enacting the Planning Fee Refund Policy be referred to a future Council meeting.

Carried

8.2 Engineering and Public Works

8.2.1 Water Billing – 101 Deborah Drive - EPW-2024-31

Paul Zuberbuhler, Manager of Environmental Services, was present to speak to the report and answer questions from members.

Moved by Councillor Willsie
Seconded by Councillor Kennes

THAT: Council receive for information Report EPW 2024-31 Water Billing 101 Deborah Drive.

Carried

Moved by Councillor Brennan
Seconded by Councillor Derbyshire

THAT: Council approve the request from the property owners at 101 Deborah Drive for their water bill to be reimbursed in the amount of \$230.00.

Carried

8.2.2 Baran Drain 2023 – Tender Award - EPW-2024-32

Walter Easter, Manager of Public Works, was present to speak to the report and answer questions from members.

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: Council award the Baran Drain 2023 project to Van Bree Drainage & Bulldozing Limited in the amount of \$109,929.30 excluding HST.

Carried

8.2.3 Winters Drain 2023 – Tender Award - EPW-2024-33

Walter Easter, Manager of Public Works, was present to speak to the report and answer questions from members.

Moved by Councillor Brennan
Seconded by Councillor Pelkman

THAT: Council receive the report for information.

Carried

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: Council award the Winters Drain 2023 project to Gillier Drainage Inc. in the amount of \$98,200.00 excluding HST.

Carried

8.2.4 Public Works Tandem Truck Award - EPW-2024-34

Walter Easter, Manager of Public Works, was present to speak to the report and answer questions from members.

Moved by Councillor Pelkman
Seconded by Councillor Kennes

THAT: Council receives report EPW-2024-34, and further;

THAT: Council approves the purchase of two 2025 Tandem Trucks for \$850,580.00 plus HST from Team Truck Centres Limited.

Carried

8.3 Chief Administrative Officer

8.3.1 Hiring Report – Fire Prevention Officer - HR-2024-07

Doug Payne, Director of Human Resources, was present to speak to the report and answer questions from members.

Moved by Councillor Kennes
Seconded by Councillor Pelkman

THAT: Report HR-2024-07, Hiring Report – Fire Prevention Officer, be received for information.

Carried

9. Reports from Boards and Committees

Moved by Councillor Kennes
Seconded by Councillor Derbyshire

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

Carried

9.1 Committee of Adjustment Meeting Minutes - March 7, 2024

9.2 Mt Brydges Arena Building Committee Meeting Minutes - February 13, 2024

9.3 Community Development Advisory Committee (CDAC) Meeting Minutes - March 12, 2024

10. County Council Report

10.1 Council Highlights - April 9, 2024

11. Enquiries or Comments by Members

Councillor Kennes noted that the BIA met last week and wanted to make everyone aware that they have done some work around changing their branding so you will see newer signs in the municipality with a new look for the BIA. They are also in process of a new website.

Councillor Willsie added that there were three items that were supposed to come to this meeting or an earlier meeting that have been delayed and looking for updated timelines. The first one is the updated date for the delegation of authority from Council to the CAO, the second is the updated date for the revised version of the hiring process for directors, the third is the meeting date for the review of the updated purchasing by-law. CAO McKibbin added that she will be bringing the Delegation of Authority By-law and bringing forward a conversation about hiring process to Council in May. The CAO noted that in regards to the purchasing by-law, Director Dakin has been working on this and currently don't have a date. Director Dakin thinks that at the last discussion, we wanted to have a special meeting to get further direction. CAO McKibbin added that she will be bringing forward a conversation for dates to start the Strategic Priorities Committee meetings in June and this could be one of the first reports that come forward in June.

Councillor Brennan commented on the Strategic Planning that has been going on for both the Police Services Board and the Municipality. Recently had a session and very happy to see that Council was able to create list of short term priorities to take them to the end of this term of Council as well as medium term and long term objectives that will also affect the next two councils. Excited to see the final

report and to hear the public's feedback on it and also to engage in the discussion of the prioritization of those short term goals in terms of the capacity of our municipality to get those things done before the next election.

Councillor Pelkman wanted to comment in regards to a conversation earlier in the meeting about affordable housing, that there seems to be an expectation from public for us to do something and there was a comment made about the need of affordable housing for the wage rates for the industries that are paying in the area and wanted to make sure that the public doesn't have an expectation that we are going to provide financial incentives from the municipal tax base to support unsubstantial wages for local industry. The housing issue is faced across all of Southwestern Ontario and if industry is having issues with people not being able to find an affordable place to live, then there needs to be a wage structure change. For those people who are on social assistance, that discussion needs to happen at a level of government higher than us, that if rents have increased at such a rate, then they need to look at what those social assistance bands are going to be, rather than have it on the backs of the municipality and try to provide housing initiatives for those people. Certainly not in opposition to assist and to help but wants to make sure that the public doesn't have the expectation that we are going to provide all the solutions. There needs to be adjustments made in the system and that can't come solely from the municipality.

Councillor Derbyshire mentioned that on October 16th, Council approved an independent financial audit and an independent project management audit for the Caradoc Housing Corporation where it was going to go out for an RFP and wondered where we were at with these. CAO McKibbin added that she has reached out to a number of companies and will be bringing a report back in May to Council. Councillor Derbyshire would also like to put his name forward to the Striking Committee for the Fire Advisory Board and wanted to make community aware and thinks he can add some value to the board.

Councillor Pammer wanted to be clear to the public that she is not suggesting that Caradoc Housing build an apartment or that the municipality venture into something similar to Caradoc Housing. Would like to see how we can incentivize or encourage affordable housing development in our community. Councillor Pammer also wanted to remind the public that the Museum is hosting a 1940's Murder Mystery dinner on April 25th at the Museum and the cost is \$45 and it's for those aged 16 and up and there are still tickets available.

Deputy Mayor McGuire commented on the number of outstanding reports, which

includes somewhere around 50 reports sitting on a spreadsheet. Wonders if there is interest amongst Council to bring a motion forward to bring the spreadsheet back in front of Council to reconsider some, which previously been asked and have it prioritized or have it reduced to something more manageable. The Deputy Mayor also commented on the Strat Plan, and how all of these plans are living documents and depending on what's going on in the world, region or province, they can change and in the short term they are more written in pen, but the longer you go out they become written more and more in pencil. They are guidelines and there is what we would like to get done and it never says that they can't change as time goes on.

12. **Schedule of Meetings**

- Monday, May 6, 2024 @ 6:00 p.m. - Regular Council Meeting (Caradoc Community Centre)
- **Tuesday**, May 21, 2024 @ 6:00 p.m. - Regular Council Meeting (Hybrid/Council Chambers)
- Wednesday, May 22, 2024 @ 6:00 p.m. - Special Meeting of Council - Comprehensive Review (Hybrid/Council Chambers)

13. **In Camera**

Moved by Councillor Brennan

Seconded by Councillor Kennes

THAT: Council move into closed session at 8:03 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;
- Two items 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.

Carried

14. **Open Session Resume**

Moved by Councillor Brennan
Seconded by Councillor Derbyshire

THAT: Closed Session adjourn at 8:38 p.m and Open Session resume.

Carried

15. Report on Closed Session

Deputy Mayor McGuire 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)
- 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;
- Two items 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.

Moved by Councillor Kennes
Seconded by Councillor Pelkman

THAT: the direction in Closed Session be approved.

Carried

16. Consideration of By-laws

16.1 By-law No. 36-24

Being a by-law to remove the holding (h) symbol from certain lands located in the Municipality of Strathroy-Caradoc.

Moved by Councillor Kennes
Seconded by Councillor Pammer

THAT: By-law No. 36-24 receive first, second and third and final reading.

Carried

16.2 By-law No. 37-24

Being a by-law to authorize the conveyance of property (1009 Wright Street, Strathroy - 1000851266 Ontario Inc.).

Moved by Councillor Pelkman

Seconded by Councillor Kennes

THAT: By-law No. 37-24 receive first, second and third and final reading.

Carried

16.3 By-law No. 38-24

Being a by-law to appoint a Fire Prevention Officer (Jayson Chabot).

Moved by Councillor Brennan

Seconded by Councillor Pelkman

THAT: By-law No. 38-24 receive first, second and third and final reading.

Carried

16.4 By-law No. 39-24

Being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Strathroy-Caradoc.

Moved by Councillor Pammer

Seconded by Councillor Kennes

THAT: By-law No. 39-24 receive first, second and third and final reading.

Carried

17. Adjournment

Moved by Councillor Willsie

Seconded by Councillor Derbyshire

THAT: the April 15, 2024 Regular Council Meeting adjourn at 8:43 p.m.

Carried

Mayor

Clerk