

Municipality of Strathroy-Caradoc
Regular Council Session
Minutes

Monday, June 3, 2024

6:00 p.m.

Hybrid Meeting (Virtual and In-Person)

Council Chamber

Strathroy-Caradoc Municipal Office

52 Frank Street, Strathroy, Ontario

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 and Legislative Services/Clerk
Melonie Carson, Deputy Clerk/Records Management Coordinator (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
Paul Zuberbuhler, Manager of Environmental Services

Others Present: Kevin Bourke, Resident
Marty Hodgins, BMO Nesbitt Burns
Grant Carew, BMO Nesbitt Burns
Yi Dang, BMO Nesbitt Burns
Calvin Schouten, Schouten Excavating
Connor McEachen, Chief Building Official
Jake DeRidder, Senior Development Coordinator
Christina Loyens, Resident
Jim Morton, Resident
Joe Arts

1. Roll Call

Mayor Grantham gave a shoutout to Hunter Haight of the Saginaw Spirit who won the Memorial Cup last night and also a shoutout to Mount Brydges resident, Easton Cowan who has had a fantastic year.

Mayor Grantham confirmed Council attendance noting that everyone was present.

2. Call to Order/Approve Agenda

Moved by Deputy Mayor McGuire
Seconded by Councillor Kennes

THAT: the June 3, 2024 Regular Council Meeting Agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Presentations/Delegations

4.1 Kevin Bourke, Resident - Delegation Regarding Petition to Increase Century Drive Speed Limit

Kevin Bourke, Resident, was present to speak to the petition to increase the speed limit on Century Drive.

Moved by Deputy Mayor McGuire
Seconded by Councillor Derbyshire

THAT: the speed limit on Century Drive be returned to 80km/hr.

Carried

4.2 BMO Nesbitt Burns - Introduction to the Municipality's Investment Portfolio Advisory Team

Bill Dakin, Director of Financial Services/IT & Treasurer, introduced team members from BMO Nesbitt Burns.

Marty Hodgins and Grant Carew, BMO Nesbitt Burns, were present to speak to the Introduction to the Municipality's Investment Portfolio Advisory Team.

5. Petitions

5.1 Section 78(1) - Request for Major Drain Improvement - Comfort-Jackson Drain 1973

Moved by Councillor Brennan
Seconded by Councillor Hipple

THAT: Council accept the Notice of Request for Drain Major Improvement for the Comfort-Jackson Drain 1973 and authorize Spriet Associates to prepare an engineer's report on the matter.

Carried

5.2 Section 78(1) - Request for Major Drain Improvement - Fourth Concession Drain 1987

Moved by Councillor Kennes
Seconded by Councillor Brennan

THAT: Council accept the Notice of Request for Drain Major Improvement for the Fourth Concession Drain 1987 and authorize Spriet Associates to prepare an engineer's report on the matter.

Carried

6. Approval of Minutes

Moved by Councillor Kennes
Seconded by Councillor Pammer

THAT: the Regular Council Meeting Minutes of May 21, 2024 be approved as written, and further;

THAT: the Special Council Meeting Minutes of May 22, 2024 be approved as written, and further;

THAT: the Special Council Meeting Minutes of May 27, 2024 be approved as written.

Carried

6.1 Regular Council Meeting Minutes – May 21, 2024

6.2 Special Meeting of Council Minutes - May 22, 2024

6.3 Special Meeting of Council Minutes - May 27, 2024

7. Drainage Matters

7.1 Court of Revision

7.1.1 Thornton Drain 2024 - Court of Revision - EPW-2024-38

7.1.1.1 Resolution to open Court of Revision

Moved by Deputy Mayor McGuire

Seconded by Councillor Brennan

THAT: the Court of Revision for the Thornton Drain 2024 be hereby opened.

Carried

7.1.1.2 Appeals for the Thornton Drain 2024

None.

7.1.1.3 Questions from Council

None.

7.1.1.4 Decision

Moved by Councillor Brennan

Seconded by Councillor Derbyshire

THAT: Council receive Report EPW 2024-38 Thornton Drain 2024 – Court of Revision for information, and further;

THAT: Subject to any appeals, provisional By-law No. 40-24 be referred to the Consideration of By-laws section of the agenda for third and final reading.

Carried

7.1.1.5 Resolution to close Court of Revision

Moved by Councillor Kennes

Seconded by Councillor Brennan

THAT: the Court of Revision for the Thornton Drain 2024 be hereby closed.

Carried

8. Communications

Moved by Councillor Brennan

Seconded by Councillor Kennes

THAT: Council receive the communication items for information.

Carried

8.1 Temporary Noise Exemption Request - 100 Head St S - Strathroy Water Tower Coating Upgrades

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: Council approve the Temporary Noise Exemption Request for the Strathroy Water Tower Coating Upgrades.

Carried

8.2 Westdell Development Corp Letter RE: Edgewood Subdivision Agreement

Moved by Councillor Kennes
Seconded by Deputy Mayor McGuire

THAT: that the request for waiver of the late fees be denied, and further;

THAT: staff be directed to pursue collection of the charges.

Carried

8.3 Middlesex County - Notice of Development Charges Public Meeting

8.4 Neighbourhood Open House Notice - 564 Dewan Street, Strathroy

8.5 Municipality of Casselman - Resolution Regarding Proposed Changes to the Conservation Authorities Act

8.6 Town of Greater Napanee - Resolution Regarding Local Impacts of Proposed Closure of the Kingston Public Health Lab

8.7 Township of Lake of Bays - Request for Royal Assent of Administrative Monetary Penalty System in the Ontario Building Code Act

8.8 City of Belleville - Healthcare Resolution in Support of Family Doctors

9. Notice of Motion

9.1 Councillor Brian Derbyshire - To Be Voted On

Moved by Councillor Derbyshire
Seconded by Deputy Mayor McGuire

THAT: the Municipality engage a qualified realtor to provide a market valuation of the Caradoc Place property.

Loss

9.2 Councillor Donna Pammer - To Be Voted On

Moved by Councillor Pammer
Seconded by Councillor Hipple

THAT: staff be directed to modify the street planters on Caradoc Street between Metcalfe and Front Streets, in consultation with affected

residents, to shorten the boxes to allow for greater driveway access and/or reduce the height of the boxes/plants to increase the sight lines.

Tabled

Moved by Deputy Mayor McGuire

Seconded by Councillor Willsie

THAT: Council refer the matter to staff for a cost analysis with an option that would satisfy the original motion including sightlines and turning radius into private drives; and the option to remove the street planters completely and finishing off the asphalt, and further;

THAT: the report include a cost analysis of the staff time to maintain each option going forward, including in its current state.

Carried

9.3 Mayor Colin Grantham - Not to Be Voted On

THAT: staff present a report on the assumption of the South Grove subdivision for the July 2 Council meeting.

9.4 Councillor Greg Willsie - Not to Be Voted On

WHEREAS RV Anderson does the majority of the Engineering on the Municipality of Strathroy-Caradoc's Water and Wastewater projects and consults on the operations of the Municipality's wastewater plants; and

WHEREAS RV Anderson has been supervising the operation of both of Strathroy-Caradoc's Wastewater treatment plants, and both treatment plants are experiencing increased testing failures; and

WHEREAS Upon completion, a significant number of RV Anderson's engineered upgrade projects lead to new upgrade projects that are required or emergency in both Strathroy and Mount Brydges wastewater systems;

NOW THEREFORE BE IT RESOLVED THAT: All projects where RV Anderson is the main or sole provider of Engineering support be paused and reviewed by a third party.

9.5 Councillor Brian Derbyshire - Not to Be Voted On

THAT: a Whistleblower Policy be created by Human Resources staff.

10. Reports from Departments

10.1 Building and Planning

10.1.1 21438 Adelaide Rd – Demolition Tender Award - BBP-2024-55

Connor McEachen, Chief Building Official, 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 BBP-2024-55 21438 Adelaide Road – Demolition Tender Award for information.

Carried

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: Council award the 21438 Adelaide Road demolition project to Salandria LTD. in the amount of \$56,777.00 (including HST).

Carried

10.1.2 Strathroy-Caradoc Draft Encroachment Policy - BBP-2024-56

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 Pelkman

THAT: Report BBP-2024-56 on a draft encroachment policy be received for information.

Carried

Moved by Councillor Willsie

Seconded by Councillor Derbyshire

THAT: this be referred to the Strategic Priorities Meeting on the next available date.

Carried

10.2 Community Services

10.2.1 Gateway Signage Report - CS-2024-13

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-2024-13 titled Gateway Signage Report for information.

Carried

Moved by Councillor Brennan

Seconded by Councillor Pammer

THAT: Council ask staff to provide a suggested prioritization of implementation for Council's consideration for the list of financial implications for the signs.

Carried

10.3 Engineering and Public Works

10.3.1 Queen Street Phase 2 Road Reconstruction Award - EPW-2024-45

Trisha McKibbin, CAO, 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-2024-45 Queen Street Phase 2 Road Reconstruction Award for information.

Carried

Moved by Councillor Kennes

Seconded by Councillor Pammer

THAT: Council award the Queen Street Phase 2 Road Reconstruction project to Birnam Excavating Ltd. for \$7,242,171.72 (excl. HST).

Carried

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: Council award BM Ross and Associates Limited the Contract Administration for the amount of \$755,000 (excl. HST).

Carried

10.3.2 Saxton Road Reconstruction and Strathroy Crossing Drain Award - EPW-2024-46

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

Moved by Councillor Brennan
Seconded by Councillor Pelkman

THAT: Council receive report EPW-2024-46 Saxton Road Reconstruction and Strathroy Crossing Drain Award for information.

Carried

Moved by Councillor Hipple
Seconded by Councillor Derbyshire

THAT: Council award the Saxton Road Reconstruction and Strathroy Crossings Drain project to Clarke Construction Inc. for \$2,825,000.00 (excl. HST).

Carried

Moved by Councillor Pelkman
Seconded by Councillor Kennes

THAT: Council award Spriet Associates London Limited the Contract Administration for the amount of \$104,650.00 (excl. HST).

Carried

10.3.3 Advanced Metering Infrastructure - EPW-2024-29

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

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: Council receive report EPW-2024-29 Automated Water Meter Reading for information.

Carried

10.3.4 2024 Sludge Removal - Tender Award - EPW-2024-50

Paul Zuberbuhler, Manager of Environmental 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 EPW 2024-50 2024 Sludge Removal – Tender Award for information.

Carried

Moved by Councillor Pelkman

Seconded by Councillor Kennes

THAT: Council award the 2024 Sludge Removal to Wessuc Inc. in the amount of \$275,000.00 (excl. HST), which includes a \$10,000 Contingency.

Carried

10.3.5 2024 Sidewalk Recommendations - EPW-2024-52

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

Moved by Councillor Pelkman
Seconded by Councillor Hipple

THAT: Council receive report EPW-2024-52 2024 Sidewalk Recommendations for information.

Carried

Moved by Councillor Hipple
Seconded by Councillor Kennes

THAT: Council direct staff to proceed with tendering the 2024 sidewalk program for Dell Drive in Strathroy, Queen Street, Longfield Street, Forbes Street, Bowan Street, and Adelaide Road in Mount Brydges, and Longwoods Road in Melbourne.

Carried

10.4 Chief Administrative Officer

10.4.1 Employee and Family Assistance Program Provider Change - HR-2024-11

Doug Payne, Director of Human Resources was present to speak to the report.

Moved by Deputy Mayor McGuire
Seconded by Councillor Willsie

THAT: Council receive Report HR-2024-11 Employee and Family Assistance Program Provider Change for information.

Carried

11. Reports from Boards and Committees

Moved by Councillor Brennan
Seconded by Deputy Mayor McGuire

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

Carried

11.1 Tri-Township Arena Meeting Minutes - April 11, 2024

- 11.2 Caradoc Housing Corporation Meeting Minutes - March 13, 2024**
- 11.3 Caradoc Housing Corporation - Special Meeting Minutes - March 22, 2024**
- 11.4 Caradoc Housing Corporation Meeting Minutes - April 17, 2024**
- 11.5 Museum Advisory Committee Meeting Minutes -February 06, 2024**
- 11.6 Committee of Adjustment Meeting Minutes - April 04, 2024**
- 11.7 Police Services Board Monthly Activity Reports - April 2024**
- 11.8 Police Services Board Meeting Minutes - April 16, 2024**
- 12. County Council Report**
 - 12.1 County Council Highlights - May 28, 2024**

Deputy Mayor McGuire spoke to the County Council Highlights.

13. Enquiries or Comments by Members

Councillor Hipple congratulated the two local residents who played in the Memorial Cup on opposing teams, Easton Cowan and Hunter Haight. The Councillor also commented on the upcoming graduations of elementary schools and is grateful for all the new families and families that we have here because we have a massive community of youth and need to be encouraging them and supporting them as much as we can. Wanted to say congratulations to all graduates.

Councillor Kennes commended staff for all work on many markets and events that have been taking place over the last month. Noted the night market that was held 3 weeks ago in Strathroy and how well attended it was by people in the community. Councillor Kennes thanked all staff for extra efforts.

Councillor Willsie thanked all business associations and community groups that have been at all these events. Also wanted to recognize everyone for all the work they do for making the community the place that it is.

Councillor Brennan noted that the pool opened this morning adding there were 22 in attendance for aquafit. Also wanted to note that recently was in attendance with grandchild at Alexander playground and met two car loads of Americans who regularly stop here to have their kids play in the park and specifically on our equipment as they are moving across Michigan to get to Toronto. Councillor Brennan added that at the library, Tuesday and Thursdays from 9:00-11:00am

there is Books and Babies and there are toys and snacks! Added that now that summer months are here, it is nice to see the dynamic and can't wait for the warmer days for the splash pad to become more attractive in terms of the temperature. Amenities in this town are a legacy to the wise spending with Council over the years and interaction with many service groups and something that this council can aspire to continue.

Councillor Pelkman wanted to recognize some individuals who have passed away; Gil Craenen who served many years on Council and as reeve on County Council and served until 2006 and was on for a while and owned a business downtown. After retirement from municipal politics, graduated onto the barber shoppers. Norm Giffen who served many years on Council and extensive service with the legion and carried the flag for decades in the parade. Norm was also a very passionate member of the St. Clair Conservation Authority. Jack Daubs who was also a long term serving legion member and municipal employee in the works department. Jim Armstrong who was Director of Recreation for decades. John Vermeulen who was a long term serving Lions Club member. Councillor Pelkman added that all these individuals will be sorely missed in the community.

Councillor Derbyshire added that now that the bridge is officially out on 81 highway, wants everyone to be very careful on Christina as it is now extremely busy. Councillor Derbyshire added that farmers are still out planting as the weather has not been great and to be careful and go slow.

Mayor Grantham wanted to give a reminder of the Hometown Festival taking place June 14-16. The Mayor also wanted to mention that we have moved forward somewhat with the arena in Mt Brydges, but to put one everyone's thought, he has talked to many members of the public including some in Mt Brydges and one request is that we come up with a plan moving forward. A longer term plan that may include things like financing, site, and people just want to know what the long term plan of Council is.

14. Schedule of Meetings

- Monday, June 10, 2024 @ 5:00 p.m. - Strategic Priorities Meeting
- Monday, June 17, 2024 @ 6:00 p.m. - Regular Council Meeting
- Monday, June 24, 2024 @ 6:00 p.m. - Special Meeting of Council
- **Tuesday**, July 2, 2024 @ 6:00 p.m. - Regular Council Meeting

- Monday, July 15, 2024 @ 6:00 p.m. - Regular Council Meeting

15. In Camera

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: Council move into closed session at 7:48 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)
- 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 (Servicing Agreement with Adelaide Metcalfe);
- One item pursuant to Section 239(2)(i) of the *Municipal Act, 2001*, as amended, regarding a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonable be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization (Caradoc Housing Organizational Review Tenders).

Carried

16. Open Session Resume

Moved by Deputy Mayor McGuire

Seconded by Councillor Hipple

THAT: Closed Session adjourn at 8:40p.m. and Open Session resume.

Carried

17. 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)

- 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 (Servicing Agreement with Adelaide Metcalfe);
- One item pursuant to Section 239(2)(i) of the *Municipal Act, 2001*, as amended, regarding a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonable be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization (Caradoc Housing Organizational Review Tenders).

Moved by Councillor Brennan
Seconded by Councillor Pammer

THAT: the direction in Closed Session be approved.

Carried

Moved by Deputy Mayor McGuire
Seconded by Councillor Pammer

THAT: Council award the Organizational Review of Caradoc Housing to BDO with an initial kickoff meeting to be presented to Council for expectations and objectives for the amount of Phase 1 - \$15,000.

Carried

18. Consideration of By-laws

18.1 By-law No. 40-24

Being a by-law to provide for the construction of the Thornton Drain 2024 serving parts of lot 22, concession 2 in the Municipality of Strathroy-Caradoc in the County of Middlesex.

Moved by Councillor Derbyshire
Seconded by Councillor Pelkman

THAT: By-law No. 40-24 receive third and final reading only.

Carried

18.2 By-law No. 53-24

Being a by-law providing for the collection of repairs on municipal drains.

Moved by Councillor Brennan

Seconded by Councillor Kennes

THAT: By-law No. 53-24 receive first, second and third and final reading.

Carried

18.3 By-law No. 55-24

A by-law to appoint a Deputy Clerk (Melonie Carson)

Moved by Councillor Pelkman

Seconded by Councillor Hipple

THAT: By-law No. 55-24 receive first, second and third and final reading.

Carried

18.4 By-law No. 56-24

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

Moved by Councillor Kennes

Seconded by Councillor Pelkman

THAT: By-law 56-24 receive first, second and third and final reading.

Carried

19. Adjournment

Moved by Councillor Kennes

Seconded by Councillor Brennan

THAT: the June 3, 2024 Regular Council Meeting adjourn at 8:44 p.m.

Carried

Mayor

Clerk