

Municipality of Strathroy-Caradoc
Regular Council Session
Minutes

Monday, October 7, 2024
6:00 p.m.

Hybrid Meeting (Council Chamber and Virtual)
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
Doug Payne, Director of Human Resources
Tim Williams, Planner
Mark Ortiz, Director of Engineering & Public Works

Others Present: Kait Topham, Events & Booking Coordinator
Michelle Wright, Museum Curator
Ken Dunsmore
Jim Morton
Derek Chelchowski
Rose Bujnowski
Jerry Bujnowski
Mark Bujnowski
Rob Brunet

1. Roll Call

Mayor Grantham confirmed Council attendance noting that all members were present.

2. Call to Order/Approve Agenda

Moved by Councillor Brennan
Seconded by Councillor Hipple

THAT: the October 7, 2024 Regular Council Meeting Agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Presentations/Delegations/Petitions

4.1 1st Strathroy and 1st Mount Brydges Scouts

Ken Dunsmore and representatives of Strathroy and Mount Brydges Scouts groups were in attendance to make a brief presentation and to promote Apple Day taking place on October 18, 2024.

4.2 Petition to Reopen Senior Center

Moved by Deputy Mayor McGuire
Seconded by Councillor Kennes

THAT: the petition be received for information.

Carried

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 Pammer

THAT: the Public Meeting is to consider an application for a Zoning By-law Amendment for the property located at 124 Burns St, Strathroy, be hereby opened.

Carried

5.1.2 Report to be Presented by the Planner, BBP-2024-115

Tim Williams, Manager of Planning, County of Middlesex, was present to speak to the report adding that a zone change application has been submitted to satisfy a condition of consent respecting Consent Application File No.: B4-2024. The consent application proposed the severance of a residential parcel of land into two parts to facilitate the construction of a semi-detached dwelling with each unit on a separate lot, and the application was conditionally approved by the Committee of Adjustment on June 6, 2024. The severed lot and retained lot are both 357 m² in size with 9 m of frontage along Burns Street. The condition for rezoning was required as the property is currently within the 'Low Density Residential (R1) Zone' that permits only single-detached dwellings and secondary suites. The subject zone change application proposes to re-zone both the lands to be severed and the lands to be retained to a site-specific 'Medium Density Residential (R2-29) Zone' that would permit the semi-detached dwelling type and recognize a lot frontage of 9 m for each lot. The property is 715.5 m² in size, with 18.12 m of frontage along Burns Street. The property contains an existing dwelling that the applicant intends to demolish. The property is connected to municipal water and sanitary services, and accessed via an existing driveway onto Burns Street, which is classified as a 'local road' under the jurisdiction of the Municipality of Strathroy-Caradoc. Surrounding land uses are predominantly residential in nature and includes a mix of singles and semi-detached dwellings in the immediate vicinity. Staff are supportive of the proposed rezoning as it is

considered to be consistent with the Provincial Policy Statement; conforms to the Official Plans of both the County of Middlesex and the Municipality of Strathroy-Caradoc; and represents sound land use planning.

5.1.3 Comments in support of the proposed rezoning

None.

5.1.4 Comments in opposition to the proposed rezoning

None.

5.1.5 Comments and questions from Members of Council

Councillor Willsie asked if both units have separate water and sewer, so there are no Y connections and no shared services. Tim Williams, Manager of Planning, County of Middlesex, added that yes, there will be two service connections for each of the lots once the lot is severed.

Councillor Pelkman inquired if these will these be single wide or double wide car driveways. The Planner added they will be single wide just slightly larger than the garage opening, which would meet the by-law requirements for a lot of this frontage.

5.1.6 Motion to close the public meeting

Moved by Councillor Willsie

Seconded by Councillor Kennes

THAT: the Public Meeting is to consider an application for a Zoning By-law Amendment for the property located at 124 Burns St, Strathroy, be hereby closed.

Carried

5.1.7 Decision/Resolution

Moved by Councillor Pammer

Seconded by Councillor Kennes

THAT: Report BBP-2024-115 regarding ZBA 12-2024 be received by Council for information.

Carried

Moved by Deputy Mayor McGuire
Seconded by Councillor Brennan

THAT: the rezoning application, ZBA 12-2022 which would rezone the lands the lands known as 124 Burn Street, from the 'Low Density Residential (R1) Zone' to a site-specific 'Medium Density Residential (R2-29) Zone', be approved, and further;

THAT: By-law No. 95-2024 be referred to the Consideration of By-laws Section of the Agenda for approval.

Carried

6. Approval of Minutes

6.1 Regular Council Meeting Minutes – September 16, 2024

Moved by Councillor Kennes
Seconded by Councillor Brennan

THAT: the meeting minutes of September 16, 2024 be approved as written.

Carried

7. Communications

Moved by Deputy Mayor McGuire
Seconded by Councillor Kennes

THAT: Council receive the communication items for information.

7.1 Strathroy-Caradoc Housing Corporation Update

Councillor Pammer spoke to the communication item.

Moved by Councillor Derbyshire
Seconded by Councillor Kennes

THAT: the Council of the Corporation of the Municipality of Strathroy-Caradoc consents to the use of the term "housing" in the registered name of the Strathroy-Caradoc Housing Corporation, and further;

THAT: Council authorize the Mayor and Clerk to execute the Consent document.

Carried

7.2 Strathroy Lions - Tree of Light 2024

Moved by Councillor Hipple

Seconded by Councillor Kennes

THAT: Council approve the request for the Tree of Light 2024.

Carried

7.3 Doug, Paul, and Dave Milliken - Request for Compensation for Costs Associated with 22706 and 22710 Adelaide Rd., Mount Brydges

Moved by Councillor Brennan

Seconded by Deputy Mayor McGuire

THAT: the Request for Compensation for Costs Associated with 22706 and 22710 Adelaide Rd, Mount Brydges be referred to the Committee of Adjustment.

Carried

7.4 Middlesex-London Board of Health Meeting Summary - September 19, 2024

7.5 Western Ontario Warden's Caucus - Support for Blue Box Extended Producer Responsibility

Councillor Willsie spoke to the communication item.

7.6 Western Ontario Warden's Caucus - Roadside Zoos Legislation

7.7 Correspondence from Jessica's House Hospice

8. Reports from Departments

8.1 Financial Services

8.1.1 Section 357 Application - FIN-2024-20

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

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: Report FIN-2024-20 Section 357 Application – 8338 Scotchmere Dr., Strathroy, be received for information.

Carried

Moved by Deputy Mayor McGuire
Seconded by Councillor Pelkman

THAT: the Section 357 application for 8338 Scotchmere Dr., Strathroy, be approved for processing, for a total credit to the tax account of \$188.08.

Carried

8.1.2 Section 357 Application - FIN-2024-21

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 Councillor Pammer

THAT: Report FIN-2024-21 Section 357 Application – 313 Buchanan St., Strathroy, be received for information.

Carried

Moved by Deputy Mayor McGuire
Seconded by Councillor Willsie

THAT: the Section 357 application for 313 Buchanan St., Strathroy, be approved for processing, for a total credit to the tax account of \$306.30.

Carried

8.2 Building and Planning

- 8.2.1 Applications for Draft Plan of Subdivision & Rezoning
Applicant/Owner: LDS Consultants, 959239 Ontario Limited

PLAN 34M11 PT Lot 2 & 3 LOT 17 & 18 (Adelaide Road, Mt. Brydges) - BBP-2024-109

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

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: Report BBP-2024-109 regarding 39T-SC2202 and ZBA 21-2022 be received by Council for information.

Carried

Moved by Councillor Pelkman

Seconded by Deputy Mayor McGuire

THAT: Subdivision 39T-SC2202 be approved in principle and forwarded to the County of Middlesex for consideration and approval, and further;

THAT: the rezoning application, ZBA 21-2022 which would rezone the lands the lands legally known as PLAN 34M11 PT Lot 2 & 3 LOT 17 & 18, from "Future Development (FD) zone", to a 'Medium Density Residential (R2-H-5) zone' and a 'High Density Residential (R3-H-5) zone' which will allow for above noted dwellings and the 'Future Development (FD) zone' and 'Environmental Protection (EP) zone' to 'Open Space (OS) zone' to accommodate the stormwater management facilities and parkland, be approved, and further;

THAT: By-law No. 96-24 be referred to the Consideration of By-laws Section of the Agenda for approval.

Carried

8.2.2 PPS 2024 Update - BBP-2024-116

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

Moved by Councillor Brennan

Seconded by Councillor Pelkman

THAT: the Provincial Planning Statement 2024 - Information Report be received for information.

Carried

8.3 Community Services

8.3.1 Poppy Project Update - CS-2024-44

Kait Topham, Events & Booking Coordinator & Michelle Wright, Museum Curator, were present to speak to the report and answer questions from members.

Moved by Councillor Kennes

Seconded by Councillor Pelkman

THAT: Council receive report CS-2024-44 Poppy Project Update for information.

Carried

8.3.2 Jays Care Foundation Field of Dreams Project – Safe at Home - CS-2024-47

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

Moved by Councillor Pelkman

Seconded by Councillor Brennan

THAT: Report CS-2024-47 Jays Care Foundation Field of Dreams Project – Safe at Home be received for information.

Carried

Moved by Councillor Kennes

Seconded by Councillor Pelkman

THAT: Council approve staff to sole source the earth works associated with the ball diamond infrastructure to Marco Clay for a value of \$77,821.04 plus HST.

Carried

8.4 Engineering and Public Works

8.4.1 Extra Strength Surcharge Agreement – Burnbrae Farms Limited - EPW-2024-70

Mark Ortiz, Director of Engineering and Public Works, 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-2024-70 Extra Strength Surcharge Agreement – Burnbrae Farms Limited for information.

Carried

Moved by Councillor Kennes

Seconded by Councillor Pelkman

THAT: Council enter into an Extra Strength Sewer Surcharge agreement with Burnbrae Farms Limited, and further;

THAT: By-law No. 77-24 be referred to the Consideration of By-laws Section of the agenda for approval.

Carried

9. Reports from Boards and Committees

Moved by Councillor Brennan

Seconded by Councillor Pelkman

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

Carried

9.1 Strathroy BIA Executive Meeting Minutes - March 12, 2024

9.2 Strathroy BIA Executive Meeting Minutes - May 7, 2024

9.3 Strathroy BIA Executive Meeting Minutes - June 11, 2024

9.4 Strathroy BIA Executive Meeting Minutes - August 13, 2024

9.5 Police Services Board - Monthly Activity Reports - August 2024

- 9.6 Tri-Township Arena Meeting Minutes - August 8, 2024**
- 9.7 Museum Advisory Committee Meeting Minutes of July 23, 2024**
- 9.8 Strathroy-Caradoc Housing Corporation Meeting Minutes - August 29, 2024**
- 9.9 Police Services Board Meeting Minutes - August 20, 2024**
- 10. County Council Report**
 - 10.1 Meeting Highlights – September 24, 2024**
- 11. Enquiries or Comments by Members**

Councillor Pelkman added that with it being leaf season, would like to remind people not to rake their leaves onto the street as it can clog up gutters and makes the streets dangerous for those who are on bicycles/motorcycles/e-scooters. Also wanted to remind those attending the transfer station, to be patient as lines can get long and also not to mix items.

Councillor Brennan spoke to the Service Delivery Review, and pleased to see some great strengths; committed and confident staff, staff are skilled and dedicated to community, Strathroy's in a strong financial position. When we engage in a process like this, the information is drawn from various sources; community surveys, interviews with Councillors, staff and department heads and recommendations are made for improvement. Councillor Brennan thinks the public has to understand that we are trying as an organization to engage in a process of self analysis to see what we can do better and to acknowledge the things that we've been doing well. The Councillor wanted to encourage staff/councillors/public to look at document as it has a lot of good stuff in it and people need to understand that we are trying to grow as an organization. In no way is this process intent to try to target anyone or to say that someone is doing a bad job, the intent is to try to find ways we can improve. Councillor Brennan is excited to see what comes out of it.

Councillor Willsie wanted to wish everyone a Happy Thanksgiving coming up next weekend, and remind everyone that the following weekend, Friday and Saturday is apple day so you will be seeing Scouts all over Strathroy and Mt Brydges selling apples.

Councillor Kennes wanted to commend everyone involved for all of the things that happened on September 30th, Truth and Reconciliation Day, including the flag raising and the support wearing orange shirts. Also the brief talks given by

the two chiefs present, as it's really heartening to see the relationships growing between us and the first nations in the community so hopes this continues to develop and grow.

Councillor Hipple gave a shoutout from the parents/children/community within Caradoc North Public School as they had a thank you gathering. They lost a piece of play equipment on one yard and another piece had been there for 50+ and needed to be taken down so in one school year they had lost 2 very large play equipment for the children. Wanted to express to the whole municipality a huge thank you because not only did families raise money, but businesses donated so that they could get equipment up in perfect shape for the kids starting in September.

12. **Schedule of Meetings**

- Finance Committee Meeting - Tuesday, October 15, 2024 @ 5:00 p.m. - Council Chamber/Hybrid
- Regular Council Meeting - Monday, October 21 @ 6:00 p.m. - Council Chamber/Hybrid
- Finance Committee Meeting - Tuesday, October 28, 2024 @ 5:00 p.m. - Council Chamber/Hybrid
- Regular Council Meeting - Monday, November 4 @ 6:00 p.m. - Council Chamber/Hybrid
- Finance Committee Meeting - Tuesday, November 12, 2024 @ 5:00 p.m. - Council Chamber/Hybrid
- Regular Council Meeting - Monday, November 18 @ 6:00 p.m. - Council Chamber/Hybrid

13. **In Camera**

Moved by Councillor Pelkman

Seconded by Councillor Kennes

THAT: Council move into closed session at 7:15 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 of September 16, 2024);
- 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 and 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 (OLT Appeal of Refusal of ZBA 09-2024 for 22226 Adelaide Road).

Carried

Moved by Councillor Pelkman
Seconded by Councillor Brennan

THAT: Council take a 15 minute recess at 7:16 p.m.

Carried

14. Open Session Resume

Moved by Deputy Mayor McGuire
Seconded by Councillor Hipple

THAT: Closed Session adjourn at 8:12 p.m. and Open Session resume.

Carried

15. 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 of September 16, 2024) (the meeting minutes were approved);
- 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 and 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 (OLT Appeal of Refusal of ZBA 09-2024 for 22226 Adelaide Road) (Council received an update from legal counsel and direction was given to legal counsel to defend the OLT Hearing to defend Council's position).

Moved by Councillor Kennes
Seconded by Deputy Mayor McGuire

THAT: the direction in Closed Session be approved.

Carried

16. Consideration of By-laws

Moved by Deputy Mayor McGuire
Seconded by Councillor Kennes

THAT: By-law No. 77-24, By-law No. 95-24, By-law No. 96-24 and By-law No. 97-24 receive first, second and third and final reading.

Carried

16.1 By-law No. 77-24

A By-law to authorize an Extra Strength Surcharge Agreement.

16.2 By-law No. 95-24

A by-law to amend By-law No. 43-08, being the Comprehensive Zoning By-law of the Municipality of Strathroy-Caradoc (for the property municipally known as 124 Burns Street).

16.3 By-law No. 96-24

A by-law to amend By-law No. 43-08, being the Comprehensive Zoning By-law of the Municipality of Strathroy-Caradoc (for the property legally know as Plan 34M11 Part Lot 2 and 3 Lot 17 and 18 (Falconbridge Estates Subdivision)).

16.4 By-law No. 97-24

A by-law to confirm the proceedings of the October 7, 2024 Regular Council of the Corporation of the Municipality of Strathroy-Caradoc.

17. Adjournment

Moved by Deputy Mayor McGuire
Seconded by Councillor Brennan

THAT: the October 7, 2024 Regular Council Meeting adjourn at 8:13 p.m.

Carried

Mayor

Clerk