

Municipality of Strathroy-Caradoc
Regular Council Session
Minutes

Monday, December 16, 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 Brian Derbyshire

Absent with Notice: Councillor Greg Willsie

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
Doug Payne, Director of Human Resources
Tim Williams, Manager of Planning, County of Middlesex
Mark Ortiz, Director of Engineering & Public Works

Others Present: Steve Rickzu, Resident
Jim Morton, Resident

1. Roll Call

The Clerk has confirmed Council attendance with the exception of Councillor Willsie and Mayor Grantham who joined remotely.

Councillor Willsie assigned his proxy to Councillor Derbyshire.

2. Call to Order/Approve Agenda

Moved by Councillor Kennes

Seconded by Councillor Hipple

THAT: the December 16, 2024 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 Councillor Pammer

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

THAT: the Finance Committee Meeting minutes of December 9, 2024 be approved as written.

Carried

4.1 Regular Council Meeting Minutes – December 2, 2024

4.2 Finance Committee Meeting Minutes - December 9, 2024

5. Communications

Moved by Councillor Brennan

Seconded by Councillor Kennes

THAT: Council receive the communication items for information.

Carried

5.1 Financial Services Department - November 2024 Cheque Listing

6. Reports from Departments

6.1 Legal and Legislative Services

6.1.1 BIA Board of Management Appointment Recommendations - LLS-2024-15

Moved by Councillor Brennan

Seconded by Councillor Pelkman

THAT: Council receive report LLS-2024-15 “BIA Board of Management Appointment Recommendations” for information.

THAT: Council approve the recommendation to appoint Mark Holmes, Daniel Kiekens, Catherine Pacheco, Kaity Phillips, Adam Rice, Courtney Sinclair, and Chris Traczuk to the BIA Board for the balance of the term ending November 14, 2026, and further;

THAT: By-law No. 111-24 amending Council's Committee Appointments By-law be forwarded to the "Consideration of By-laws" section of the agenda for consideration.

Carried

6.2 Financial Services

6.2.1 Approval of 2023 Transfers to-from Deferred Revenue, Reserves and Reserve Funds - FIN-2024-39

Moved by Councillor Kennes

Seconded by Councillor Brennan

THAT: Council receive Report FIN-2024-39 “Approval of 2023 Transfer to-from Deferred Revenue, Reserves and Reserve Funds” for information.

THAT: Council confirms transfers to deferred revenue, reserves, and reserve funds in 2023 of \$15,524,656 and transfers from deferred revenue, reserves, and reserve funds in 2023 of \$15,691,234, and further

THAT: Council approves the transfer of 2023 year-end operating net revenue of \$2,821,758 and 2023 capital net revenue of \$(5,749,543) to/from departmental reserves.

Carried

6.2.2 Q3-2024 Financial Status Report - FIN-2024-41

Moved by Councillor Pammer
Seconded by Councillor Kennes

THAT: Council receive Report FIN-2024-41 Q3 Financial Update for information.

Carried

6.3 Building and Planning

6.3.1 39T-SC1702 and ZBA 16-2024 Westdell Planning Evaluation Report, BBP-2024-143

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: Report BBP-2024-143 regarding Redline revision to 39T-SC1702 and ZBA 16-2024 be received by Council for information.

THAT: Redline revision to subdivision 39T-SC1702 be approved in principle and draft conditions of approval be forwarded to the County of Middlesex for consideration and approval;

THAT: the rezoning application, ZBA 16-2024 which would rezone the lands the lands legally known as Part of Lot 17, Concession 2, from 'Low Density Residential (R1-H-5) zone' to a site specific 'Low Density Residential (R1-24-H-5) zone' and 'Low Density Residential (R1-H-6) zone' to a site specific 'Low Density Residential (R1-24-H-6) zone' which will allow for above noted redline of the draft plan of subdivision., be approved; and

THAT: By-law 129-24 be referred to the Consideration of By-laws Section of the Agenda for approval.

Carried

6.3.2 SC 2201 - ZBA3-2022 Westdell North Subdivision Planning Evaluation Report, BBP-2024-144

Moved by Councillor Pelkman
Seconded by Councillor Kennes

THAT: Report BBP-2024-144 regarding 39T-SC2201 and ZBA 3-2022 be received by Council for information.

THAT: Subdivision 39T-SC2201 be approved in principle and forwarded to the County of Middlesex for consideration and approval;

THAT: the rezoning application, ZBA 3-2022 which would rezone the lands the lands legally known as PT Lot 17 Concession 2, from “Future Development (FD) zone”, to a ‘Low Density Residential (R1-24-H-5) zone’ which will allow residential dwellings and to ‘Environmental Protection (EP) zone’ to accommodate the natural heritage, be approved; and

THAT: By-law 128-24 be referred to the Consideration of By-laws Section of the Agenda for approval.

Carried

6.4 Community Services

6.4.1 Emergency Water Boiler Replacement - Gemini - CS-2024-56

Moved by Councillor Hipple
Seconded by Councillor Pelkman

THAT: Council receive report CS-2024-56 “Emergency Water Boiler Replacement – Gemini” for information.

Carried

6.4.2 Community Events Program Grant Allocations - CS-2024-58

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: Council receive report CS-2024-58 “Community Events Program Grant Allocations” for information.

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

Carried

6.4.3 Architectural Services Contract Extension - CS-2024-59

Moved by Councillor Kennes

Seconded by Councillor Brennan

THAT: Council receive report CS-2024-59 “Architectural Services Contract Extension” for information.

THAT: Council approve Option 2 within the report to extend the contract with a+LINK Architecture Inc. for a period of three years ending December 31, 2027.

Carried

6.5 Engineering and Public Works

6.5.1 215 Scott St. West – Engineering Award - EPW-2024-84

Moved by Councillor Pelkman

Seconded by Councillor Hipple

THAT: Council receive report EPW-2024-83 “215 Scott St. West – Engineering Award” for information.

THAT: Council direct to staff to enter into an agreement with Driven Engineering for completion of the Engineering work with a budget of \$23,850 inclusive of HST.

Carried

6.5.2 Tender Award – Kovacs Drain Branches 2024 - EPW-2024-85

Moved by Councillor Kennes

Seconded by Councillor Derbyshire

THAT: Council receive Report EPW-2024-85 “Tender Award – Kovacs Drain Branches 2024” for information.

THAT: Council award the Kovacs Drain Branches 2024 project to McNally Excavating in the amount of \$79,000.00 excluding HST.

Carried

7. County Council Report

7.1 County Council Meeting Highlights- December 10, 2024

8. Enquiries or Comments by Members

Councillor Brennan requests updates on the percentages from departments on the operating budget usage for 2023.

Councillor Pelkman urges residents to drive responsibly over the holidays and wishes everyone a great holiday celebration and thanks staff for all their hard work.

Councillor Hipple attended the Junior Chefs Banquet. She adds that the food was fantastic, and it was a very great event to attend. She also attended the Fire Banquet and noted awards given for some great achievements. She recognizes Easton Cowan who made it to the World Juniors and invites the public to the Mount Brydges Junior C Bulldogs game where they will be having a teddy bear toss. She wishes everyone a healthy holiday with family and friends and reminds the community that there a lot of people in the community that may struggling so please be aware of everyone around you.

Councillor Pammer echos Councillor Hipple and acknowledges the volunteers all over the Municipality working especially hard this time of year.

Councillor Kennes requests an update on the project at Metcalfe St and Queen St. Director Ortiz indicts that the area should be opening on Wednesday this week and work will commence again in the Spring. He also adds that with the tax exception in effect to remember your servers as this change has impacted their wages. He wishes everyone a Happy Holiday.

Councillor Derbyshire thanks the community of Strathroy-Caradoc as a whole. Wishes everyone Happy Holidays and a Happy New Year.

Mayor Grantham thanks Councillor Pammer and Councillor Willsie for being a part of Strathroy Caradoc Housing and commends Councillor Pammer for all of her hard work.

Deputy Mayor McGuire reflects on the Fire Services, Police Services and EMS and expresses that we need to appreciate all their hard work and dedication. He thanks staff for all their work and wishes everyone a very Merry Christmas.

9. Schedule of Meetings

- Finance Meeting - Monday, January 13, 2025 @ 5:00 p.m. - Council Chamber/Hybrid

- Regular Council Meeting - Monday, January 20, 2025 @ 6:00 p.m. - Council Chamber/Hybrid
- Finance Meeting - Monday, January 27, 2025 @ 5:00 p.m. - Council Chamber/Hybrid
- Regular Council Meeting - Monday, February 03, 2025 @ 6:00 p.m. - Council Chamber/Hybrid

10. In Camera

Moved by Councillor Kennes

Seconded by Councillor Hipple

THAT: Council move into closed session at 7:17 pm for the purpose of discussing the following:

- Two items in accordance with Council's Procedure By-law (to approve Regular Council In-Camera Meeting Minutes of November 18, 2024 and Special Council In-Camera Meeting Minutes of November 18, 2024);
- Three items 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 (Water Matters);
- One item pursuant to Section 239(2)(h) of the *Municipal Act, 2001*, as amended, regarding information supplied in confidence to the municipality by another level of government (Contribution Agreement).

Carried

11. Open Session Resume

Moved by Councillor Kennes

THAT: Closed Session adjourn at 8:23 p.m. and Open Session resume.

12. Report on Closed Session

Deputy Mayor McGuire reports that Council moved into closed session regarding:

- Two items in accordance with Council's Procedure By-law (to approve Regular Council In-Camera Meeting Minutes of November 18, 2024 and Special Council In-Camera Meeting Minutes of November 18, 2024 meeting minutes were approved);

- Three items 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 (Council received three confidential staff reports for information regarding water matters, director was given to staff);
- One item pursuant to Section 239(2)(h) of the *Municipal Act, 2001*, as amended, regarding information supplied in confidence to the municipality by another level of government (Council received a confidential report for information, direction was given to staff).

Moved by Councillor Brennan

Seconded by Councillor Derbyshire

THAT: the direction in Closed Session be approved.

Carried

Moved by Councillor Kennes

Seconded by Councillor Derbyshire

THAT: Council approve the reimbursement of \$3,700 to the homeowner in relation to water issues at 145 Metcalfe St E.

Carried

Moved by Councillor Pelkman

Seconded by Councillor Kennes

THAT: Council approve a reimbursement of \$20,000 to the homeowner in relation to water issues at 593 Darcy Drive.

Carried

Moved by Councillor Pammer

Seconded by Councillor Pelkman

THAT: Council approve a reimbursement of \$18,350.16 to the homeowner in relation to water issues at 304 Drury Lane.

Carried

13. Consideration of By-laws

Moved by Councillor Kennes
Seconded by Councillor Brennan

THAT: By-law No. 111-24, By-law No.118-24, By-law No.120-24, By-law No.127-24, By-law No.128-24, By-law No.129-24 and By-law No.130-24 receive first, second and third and final reading.

Carried

13.1 By-law No. 111-24

13.2 By-law No. 118-24

13.3 By-law No. 120-24

13.4 By-law No. 127-24

13.5 By-law No. 128-24

13.6 By-law No. 129-24

13.7 By-law No. 130-24

14. Adjournment

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: the December 16, 2024 Regular Council Meeting adjourn at 8:28 p.m.

Carried

Mayor

Clerk