

Municipality of Strathroy-Caradoc
Regular Council Session
Minutes

Monday, March 17, 2025
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
Deputy Chief of Fire, Prevention & Training

Also Present: 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
Rob Browning, Chief Administrative Officer

1. Roll Call

The Clerk has confirmed Council attendance.

2. Call to Order/Approve Agenda

Moved by Deputy Mayor McGuire
Seconded by Councillor Pelkman

THAT: the March 17, 2025 Regular Council Meeting Agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

Councillor Pammer declared a pecuniary interest on Item 4.1 - Public Meeting No. 1 and Item 9.1.2 - Renewal of Lease Agreement with Entegrus as both are members of the Chamber of Commerce of which she is employed.

4. Public Meeting

4.1 Public Meeting No. 1

4.1.1 Motion to open the public meeting

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: the public meeting to consider a rezoning application for the property at 450 Head Street North be hereby opened.

Carried

4.1.2 Report to be presented by the Planner

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

4.1.3 Comments in support of the proposed rezoning

Tyler Damen, Applicant spoke in support of the application.

4.1.4 Comments in opposition to the proposed rezoning

Peter & Grace Hoytema spoke to the application.
Mark and Nancy Walters spoke to the application.
Beth Hunt spoke to the application.

4.1.5 Comments and questions from Members of Council

Members generally spoke and asked question about the application.

4.1.6 Motion to close the public meeting

Moved by Deputy Mayor McGuire

Seconded by Councillor Hipple

THAT: the public meeting to consider a rezoning application for the property at 450 Head Street North be hereby closed.

Carried

4.1.7 Decision/Resolution

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: Report BBP-2025-23 regarding rezoning application ZBA 19-2024 for 450 Head Street North be received for information.

Carried

4.2 Public Meeting No.2

4.2.1 Motion to open the public meeting

Moved by Councillor Willsie

Seconded by Councillor Pammer

THAT: the public meeting to consider a rezoning application for the property at 22130 Christina Road be hereby opened.

Carried

4.2.2 Report to be presented by the Planner.

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

4.2.3 Comments in support of the proposed rezoning

None.

4.2.4 Comments in opposition of the proposed rezoning

None.

4.2.5 Comments and questions from Members of Council

None.

4.2.6 Motion to close the public meeting

Moved by Deputy Mayor McGuire

Seconded by Councillor Kennes

THAT: the public meeting to consider a rezoning application for the property at 22130 Christina Road be hereby closed.

Carried

4.2.7 Decision/Resolution

Moved by Councillor Hipple

Seconded by Deputy Mayor McGuire

THAT: Report BBP-2025-24 regarding rezoning application ZBA 5-2025 for 22130 Christina Road be received for information; and

THAT: By-law No. 36-25 be referred to the Consideration of By-laws section of the agenda for approval.

Carried

5. Approval of Minutes

Moved by Councillor Brennan

Seconded by Councillor Kennes

THAT: the Regular Council Meeting minutes of March 3, 2025 be approved as written, and further;

THAT: the Striking Committee Meeting Minutes of February 26, 2025 be approved as written.

Carried

5.1 Regular Council Meeting Minutes – March 3, 2025

5.2 Striking Committee Meeting Minutes - February 26, 2025

6. Consent Items

Moved by Councillor Brennan

Seconded by Councillor Pammer

THAT: Consent Agenda Items 6.1 through 6.3 be received for information.

Carried

6.1 Communications

6.1.1 Cheque Listing - December 1, 2024 - February 28, 2025

6.2 Reports from Departments

6.2.1 Construction Update Station 1 - CS-2025-19

6.2.2 Station 2 Showers and Exhaust Fan Update - CS-2025-14

6.2.3 Seniors' Focus Group – March Report - CS-2025-20

6.2.4 2024 Water Summary Report – Strathroy-Caradoc Distribution - EPW-2025-08

6.2.5 Annual Reporting - Wastewater Facilities 2024 - EPW-2025-09

6.2.6 2024 Board and Council Remuneration and Expense Report - FIN-2025-05

6.2.7 Market Compensation Review Project – Comparator Information - HR-2025-06

6.3 Reports from Boards and Committees

6.3.1 Museum Advisory Committee (MAC) Meeting Minutes - November 19, 2024

6.3.2 Committee of Adjustment Meeting Minutes - February 6, 2025

7. Consideration of Items Requiring Discussion (Consent Agenda)

The following items were pulled for questions:

Deputy Mayor McGuire - 6.2.6 - 2024 Board and Council Remuneration

Councillor Willsie - 6.2.2 - Station 2 Showers

Councillor Derbyshire - 6.1.1 - Cheque Listing

Moved by Deputy Mayor McGuire
Seconded by Councillor Kennes

THAT: Items 6.2.6, 6.2.2 and 6.1.1 be received for information.

Carried

8. Notice of Motion

8.1 Councillor Brian Derbyshire

Moved by Councillor Derbyshire
Seconded by Councillor Hipple

THAT: the Recognition/Service Awards Presentations, including Police Officers, Firefighters and Municipal Employees would occur as required at the start of every meeting at the call of the Chair throughout the year.

Carried

8.2 Councillor Brian Derbyshire

Moved by Councillor Derbyshire
Seconded by Councillor Willsie

THAT: any board or committee that is presenting directly to Council, the members of that board or committee are not eligible to participate in the vote.

Loss

9. Reports from Departments

9.1 Legal and Legislative Services

9.1.1 Municipal Appointments to the Tri-Township Arena Board of Management - LLS-2025-04

Moved by Councillor Kennes
Seconded by Deputy Mayor McGuire

THAT: Report LLS-2025-04 "Municipal Appointments to the Tri-Township Arena Board of Management" be received for information.

Carried

Moved by Councillor Kennes
Seconded by Deputy Mayor McGuire

THAT: Council concurs with the Striking Committee's recommendation to appoint William Flegel to the Tri-Township Arena Board for the balance of the term ending November 14, 2026, and further;

THAT: By-law No. 33-25 amending Council's appointments by-law be referred to the Consideration of By-laws section of the agenda for adoption.

Carried

9.1.2 Renewal of Lease Agreement with Entegrus Powerlines Inc. - LLS-2025-06

Moved by Deputy Mayor McGuire
Seconded by Councillor Brennan

THAT: Report LLS-2025-06 regarding "Renewal of Lease Agreement with Entegrus Powerlines Inc." be received for information.

Carried

Moved by Councillor Kennes
Seconded by Councillor Hipple

THAT: Council authorize the Mayor and Clerk to enter into a lease agreement with Entegrus Powerlines Inc. in regards to 351 Frances Street, and further;

THAT: By-law No. 35-25 be referred to the Consideration of By-laws section of the agenda for adoption.

Carried

9.2 Financial Services

9.2.1 Section 357 Application – 8418 Irish Drive - FIN-2025-04

Moved by Councillor Kennes

Seconded by Councillor Brennan

THAT: Report FIN-2025-04 “Section 357 Application – 8418 Irish Drive” be received for information.

Carried

Moved by Councillor Derbyshire

Seconded by Councillor Pelkman

THAT: The Section 357 Application for 8418 Irish Drive be approved for processing.

Carried

9.3 Building and Planning

9.3.1 ZBA1-2024 Fieldcrest Planning Evaluation Report, BBP-2025-18

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: Report BBP-18-2025 regarding ZBA 1-2024 be received for information.

Carried

Moved by Deputy Mayor McGuire

Seconded by Councillor Pelkman

THAT: the rezoning application, ZBA 1-2024, which would rezone the lands part of the lands legally known as Block 278 and Part of Block 279 Plan 33M-619, Strathroy from “Open Space (OS) zone” to site specific ‘High Density Residential (R3-25-H-1-H-5) as amended by staff, be approved, and further;

THAT: By-law No. 21-25 be referred to the Consideration of By-laws Section of the Agenda for adoption.

Carried

9.3.2 Buchanan Crossings – Phase 1 Subdivision Agreement - BBP-2025-26

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: Report BBP-2025-26 “Buchanan Crossings – Phase 1 Subdivision Agreement” be received for information.

Carried

Moved by Councillor Kennes
Seconded by Deputy Mayor McGuire

THAT: By-law No. 32-25 be referred to the Consideration of By-laws Section of the Agenda for adoption.

Carried

9.4 Engineering and Public Works

9.4.1 Drinking Water Quality Management Standard (DWQMS) Internal Audit, External Audit and Management Review 2025 - EPW-2025-07

Moved by Councillor Kennes
Seconded by Councillor Pammer

THAT: Council receive Report EPW 2025-07 regarding the Drinking Water Quality Management Standard (DWQMS) Internal Audit, External Audit and Management Review Results for information.

Carried

Moved by Councillor Kennes
Seconded by Councillor Pelkman

THAT: Council endorse the Municipality of Strathroy-Caradoc Water Distribution System DWQMS Operational Plan.

Carried

9.4.2 C07 Walkers Drive Structure Replacement and C06 Saxton Road Guiderail Installation Engineering Services Tender Award - EPW-2025-16

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: Report EPW-2025-16 titled “C07 Walkers Drive Structure Replacement and C06 Saxton Road Guiderail Installation Engineering Services Tender Award” be received for information.

Carried

Moved by Deputy Mayor McGuire
Seconded by Councillor Kennes

THAT: Council awards the Engineering Services to Spriet Associates Limited for \$72,130.00 plus HST and an additional \$10,000 for contingency.

Carried

9.5 Chief Administrative Officer

9.5.1 2025 Compensation Adjustments for Elected Officials and Non-Union Staff - HR-2025-07

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: Report HR-2025-07 regarding “2025 Compensation Adjustments for Elected Officials and Non-Union Staff” be received for information.

Carried

Moved by Deputy Mayor McGuire
Seconded by Councillor Brennan

THAT: Council acknowledge the 2025 step advancements for non-union staff and approves expenditures related to the Cost-of-Living rate increase (COLA) for the non-union salary grid Bands 2-10 and council remuneration at 3.75% effective January 1, 2025, and further;

THAT: Council approve the wage adjustment to Band 1 of the wage grid as proposed in this report to account for the increase in minimum wage over the past years and to solidify the Municipality as an employer of choice in our community for new and young workers, and further;

THAT: Council be aware that Staff will update the non-union benefit plan to match the enhancements provided in the most recent union contract.

Carried

10. County Council Report

Deputy Mayor McGuire indicates that County Council met last week and shares some highlights from the meeting.

11. Announcements and Inquiries by Members

12. Schedule of Meetings

- Regular Council Meeting - Monday, April 07, 2025 @ 6:00 p.m.
- Regular Council Meeting - Monday, April 22, 2025 @ 6:00 p.m.

13. Consideration of By-laws

Moved by Deputy Mayor McGuire

Seconded by Councillor Pelkman

THAT: By-law No. 21-25, By-law No. 31-25, By-law No. 32-25, By-law No. 33-25, By-law No. 34-25, By-law No. 35-25 and By-law No. 36-25 receive first, second and third and final reading.

Carried

13.1 By-law No. 21-25

13.2 By-law No. 31-25

13.3 By-law No. 32-25

13.4 By-law No. 33-25

13.5 By-law No. 34-25

13.6 By-law No. 35-25

13.7 By-law No. 36-25

14. Adjournment

Moved by Deputy Mayor McGuire

Seconded by Councillor Kennes

THAT: the March 17, 2025 Regular Council Meeting adjourn at 7:43 p.m.

Carried

Mayor

Clerk