

Municipality of Strathroy-Caradoc
Regular Council Session
Minutes

Tuesday, April 22, 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

Also Present: Rob Browning, Chief Administrative Officer
Bill Dakin, Director of Financial Services/Treasurer
Doug Payne, Director of Human Resources
Mark Ortiz, Director of Engineering & Public Works
Tim Williams, Manager of Planning, County of Middlesex
Jennifer Pereira, Acting Clerk
Melonie Carson, Deputy Clerk/Records Management
Coordinator (Recorder)

Others Present: Brad Bigrigg, Fire Chief
Heather Lalonde, Development Commissioner
Tim Welch, Tim Welch Consulting Inc.
Julianne Kloss, Resident

1. Roll Call

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

2. Call to Order/Approve Agenda

Moved by Deputy Mayor McGuire

Seconded by Councillor Kennes

THAT: the April 22, 2025 Regular Council Meeting Agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Presentations/Delegations/Petitions

4.1 Request for Review and Fair Compensation - CIP

Julianne Kloss was present to speak on a request to review an application to the Community Improvement Plan to reconsider CIP application for additional unit at 53 Hemlock Boulevard East which was submitted in June 2024.

Moved by Councillor Kennes

Seconded by Councillor Willsie

THAT: Staff bring the application back to a future meeting for reconsideration.

Carried

4.2 Tim Welch Consulting Inc - Funding Request Review on Strathroy-Caradoc Housing

Tim Welch, Tim Welch Consulting Inc., was present to speak to the Strathroy-Caradoc Housing Corporation Review.

4.3 Approval of 2023 Updated Draft Audited Financial Statements, FIN-2025-07

Bill Dakin, Director of Financial Services/IT & Treasurer, was present to speak to the 2023 Updated Draft Audited Financial Statements and answer questions from members.

Moved by Deputy Mayor McGuire
Seconded by Councillor Kennes

THAT: Council receive Report FIN-2025-07 “Approval of 2023 Updated Draft Audited Financial Statements” for information, and further;

THAT: the December 31, 2023 Draft Audited Financial Statements for the Municipality of Strathroy-Caradoc be approved.

Carried

5. Approval of Minutes

5.1 Regular Council Meeting Minutes – April 7, 2025

Moved by Deputy Mayor McGuire
Seconded by Councillor Kennes

THAT: the meeting minutes of April 7, 2025 be approved as written.

Carried

6. Consent Items

Moved by Councillor Brennan
Seconded by Deputy Mayor McGuire

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

Carried

6.1 Communications

6.1.1 Adelaide Metcalfe and Strathroy-Caradoc Elementary Panel
Attendance Area Review Update

6.1.2 Cheque Listing - March 1 - 31, 2025

6.2 Reports from Departments

6.2.1 Train Stoppages at Railway Crossings - FIRE-2025-04

Moved by Councillor Kennes
Seconded by Councillor Hipple

THAT: Report FIRE-2025-04 be received for information.

Carried

6.3 Reports from Boards and Committees

6.3.1 Committee of Adjustment Meeting Minutes - March 6, 2025

6.3.2 Community Development Advisory Committee (CDAC) Meeting Minutes - February 11, 2025

7. Consideration of Items Requiring Discussion (Consent Agenda)

8. Notices of Motion

8.1 Councillor Brian Derbyshire

Moved by Councillor Derbyshire

Seconded by Councillor Willsie

THAT: the roads department head create a program to deal with the unsafe trees on our roads in the municipality. I believe we should identify the trees that need to be removed. Get a costing and put a timeframe together for the removal of these trees.

Carried

8.2 Councillor Brian Derbyshire

Moved by Councillor Derbyshire

Seconded by Councillor Willsie

THAT: we ask the Drainage Superintendent to put together a report to have our ditches cleaned out on a schedule with the consideration that it come out of the farm property taxes, and further;

THAT: we include this as part of the 2026 budget.

Loss

8.3 Councillor Brian Derbyshire

Moved by Councillor Derbyshire

Seconded by Councillor Willsie

THAT: we explore the cost of adding a NHL size ice pad to the existing Tri-Township Arena.

9. Communications

9.1 Middlesex Hospital Alliance - Diabetes Education Program - Request to waive Strathroy Downtown Market Fees

Moved by Councillor Brennan

Seconded by Councillor Pammer

THAT: Council deny waiving the fees for the Strathroy Market for the Middlesex Hospital Alliance - Diabetes Education Program.

Carried

9.2 Application for Temporary Noise Exemption - Rockin Wheel - Lions Park Drive

Moved by Councillor Kennes

Seconded by Councillor Hipple

THAT: the Application for Temporary Noise Exemption for Rockin Wheel - Lions Park Drive be approved.

Carried

10. Reports from Departments

10.1 Building and Planning

10.1.1 ZBA 5-2025 610 Head Street Planning Evaluation Report, BBP-2025-25

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

Moved by Deputy Mayor McGuire

Seconded by Councillor Pelkman

THAT: the subject report BBP-2025-25 for Draft Plan of Subdivision 39T-CDM SC2501 and ZBA 5-2025 be received for information, and further;

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

approved, and further;

THAT: By-law No. 43-25 be referred to the Consideration of By-laws Section of the Agenda for consideration and approval, and further;

THAT: Council passes a resolution in support of the requested exemption from the condominium approval process as set out in 9(6) and 9(10) of the Condominium Act as requested by Foxwood Homes, and further;

THAT: the Clerk forward the resolution to Middlesex County Council for consideration of the exemption request.

Carried

10.1.2 ZBA 6-2025 22182 Adelaide Road Evaluation Report, BBP-2025-32

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

Moved by Deputy Mayor McGuire

Seconded by Councillor Brennan

THAT: Report BBP-2025-32 regarding rezoning application ZBA 6-2025, be received by Council for information, and further;

THAT: the Application for the removal of the Holding Zone (ZBA 6-2025), be approved, and further;

THAT: By-law No. 42-25 be referred to the Consideration of By-laws Section of the Agenda for consideration and approval.

Carried

10.1.3 39T-SC2301 and ZBA 23-2022 360 Carroll Street East Information Report, BBP-2025-39

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

Moved by Deputy Mayor McGuire

Seconded by Councillor Pelkman

THAT: Report BBP-2025-39 regarding 39T-SC2301 and ZBA 23-2022 be received by Council for information, and further;

THAT: Subdivision 39T-SC2301 be approved in principle and forwarded to the County of Middlesex for consideration and approval, and further;

THAT: the rezoning application, ZBA 23-2022 which would rezone the lands the lands legally known as CARADOC CON 9 PT LOTS 13 AND 14 RP 33R21220 PARTS 3 AND 4, from “General Agricultural (A1) zone”, to a site-specific ‘Low Density Residential (R1-25) zone’ for the single detached lots, a site-specific ‘Medium Density Residential (R2-31) zone’ for the townhouse dwellings, a site-specific ‘High Density Residential (R3-26) zone’ for the high density block, ‘Future Development (FD) zone’ for the future development block, and ‘Open Space (OS) zone’ for the parkland and stormwater management blocks, be approved, and further;

THAT: By-law No. 44-25 be referred to the Consideration of By-laws Section of the Agenda for approval.

Carried

10.2 Engineering and Public Works

10.2.1 2025 Tar and Chip Tender Award - EPW-2025-19

Mark Ortiz, Director of Engineering and Public Works, 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-2025-19 - 2025 Tar and Chip Tender Award for information, and further;

THAT: Council approve award of the 2025 Tar and Chip Program to Cornell Construction Limited for the amount of \$720,847.50 plus HST.

Carried

10.2.2 Public Works Plow Truck Award - EPW-2025-20

Mark Ortiz, Director of Engineering and Public Works, was present to speak to the report and answer questions from members.

Moved by Councillor Hipple

Seconded by Councillor Pammer

THAT: Council receive report EPW-2025-20 for information, and further;

THAT: Council approve the sole source purchase of a 2026 Freightliner Single Axle Plow Truck for \$362,430.00 plus HST from Viking Cives Ltd.

Carried

10.2.3 Tender Award - Fourth Concession Drain 2025 - EPW-2025-21

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 Kennes

THAT: Council receive Report EPW-2025-21 "Tender Award – Fourth Concession Drain 2025" for information, and further;

THAT: Council award the Fourth Concession Drain 2025 project to McNally Excavating in the amount of \$232,800.00 excluding HST.

Carried

10.2.4 Replacement Grader and Plow Equipment Award, EPW-2025-22

Mark Ortiz, Director of Engineering and Public Works, was present to speak to the report and answer questions from members.

Moved by Deputy Mayor McGuire
Seconded by Councillor Pelkman

THAT: Council receive report EPW-2025-22 titled “Replacement Grader and Plow Equipment Award” for information, and further;

THAT: Council approves the purchase of a 2025 CAT Grader for \$673,870.00 plus HST from Toromont.

Carried

10.2.5 Request for Major Drain Improvement – Humphrey Drain 1999 - EPW-2025-24

Mark Ortiz, Director of Engineering and Public Works, was present to speak to the report and answer questions from members.

Moved by Deputy Mayor McGuire
Seconded by Councillor Willsie

THAT: we proceed with engagement of the community and all relevant authorities to a maximum of \$10,000.

Carried

10.2.6 Queen Street Phase 2 Microtunneling Change Order - EPW-2025-25

Mark Ortiz, Director of Engineering and Public Works, was present to speak to the report and answer questions from members.

Moved by Deputy Mayor McGuire
Seconded by Councillor Pammer

THAT: Council receives report EPW-2025-25 titled “Queen Street Phase 2 CN Railway Change Order Approval” for information, and further;

THAT: Council approves \$1,101,278.17 plus HST to proceed with the microtunneling boring method under the CN Railway.

11. County Council Report

Deputy Mayor McGuire spoke to the County Council Highlights.

11.1 Council Highlights - April 8, 2025

12. Announcements and Inquiries by Members

13. Schedule of Meetings

- Regular Council Meeting - Monday, May 5, 2025 @ 6:00 p.m. (Council Chamber/Hybrid)
- Regular Council Meeting - **Tuesday**, May 20, 2025 @ 6:00 p.m. (Council Chamber/Hybrid)
- Regular Council Meeting - Monday, June 2, 2025 @ 6:00 p.m. (Council Chamber/Hybrid)

14. In Camera

Moved by Deputy Mayor McGuire

Seconded by Councillor Brennan

THAT: Council move into closed session at 8:33 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 March 26, 2025 and April 7, 2025); and
- One item pursuant to Section 239(2)(c) of the *Municipal Act, 2001*, regarding a proposed or pending acquisition or disposition of land by the municipality (Industrial Park); and
- One item pursuant to Section 239 (2)(b) of the *Municipal Act, 2001*, regarding personal matters about an identifiable individual, including municipal or local board employees (Organizational Changes); and
- 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 (Adelaide-Metcalf Servicing), and further;

THAT: Council take a 10 minute recess.

Carried

15. Open Session Resume

Moved by Deputy Mayor McGuire

Seconded by Councillor Kennes

THAT: Closed Session adjourn at 9:32 p.m. and Open Session resume.

Carried

16. 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 March 26, 2025 and April 7, 2025) (the meeting minutes were approved); and
- One item pursuant to Section 239(2)(c) of the *Municipal Act, 2001*, regarding a proposed or pending acquisition or disposition of land by the municipality (Industrial Park) (Direction was given to staff); and
- One item pursuant to Section 239 (2)(b) of the *Municipal Act, 2001*, regarding personal matters about an identifiable individual, including municipal or local board employees (Organizational Changes) (Council received a verbal update); and
- 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 (Adelaide-Metcalf Servicing) (Council received a verbal update and direction was given to staff).

Moved by Councillor Pelkman

Seconded by Deputy Mayor McGuire

THAT: the direction in Closed Session be approved.

Carried

17. Consideration of By-laws

Moved by Councillor Kennes
Seconded by Deputy Mayor McGuire

THAT: By-law No. 42-25, By-law No. 43-25, By-law No. 44-25, By-law No. 47-25, By-law No. 51-25 and By-law No. 52-25 receive first, second and third and final reading.

Carried

17.1 By-law No. 42-25

A by-law to remove the Holding (H) Symbol from certain lands located in the Municipality of Strathroy-Caradoc (22182 Adelaide Road).

17.2 By-law No. 43-25

A by-law to remove the Holding (H) Symbol from certain lands located in the Municipality of Strathroy-Caradoc (610 Head Street).

17.3 By-law No. 44-25

A by-law to amend By-law No. 43-08, being the Comprehensive Zoning By-law of the Municipality of Strathroy-Caradoc (360 Carroll Street East).

17.4 By-law No. 47-25

A by-law to appoint an Acting Clerk.

17.5 By-law No. 51-25

A by-law to remove the property known as 137 Frank Street from surplus in the Municipality of Strathroy-Caradoc.

17.6 By-law No. 52-25

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

18. Adjournment

Moved by Councillor Brennan
Seconded by Councillor Pelkman

THAT: the April 22, 2025 Regular Council Meeting adjourn at 9:34 p.m.

Carried

Mayor

Clerk