

Municipality of Strathroy-Caradoc
Regular Council Session
Minutes

Tuesday, May 20, 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 Brian Derbyshire

Absent with Notice: Councillor Greg Willsie

Also Present: Rob Browning, Chief Administrative Officer
Bill Dakin, Director of Financial Services/Treasurer
Rob Lilbourne, Director of Community & Development Services
Doug Payne, Director of Human Resources
Mark Ortiz, Director of Engineering & Public Works
Heather Lalonde, Director of Economic Development &
Community Engagement
Jennifer Pereira, Director of Legal & Legislative Services/Clerk
Melonie Carson, Deputy Clerk/Records Management
Coordinator (Recorder)

Others Present: Steve Beasley, Deputy Chief of Fire, Prevention & Training
Cody Johnson, By-law Enforcement Officer
Darren Dowding, Supervisor of Parks & Recreational Facilities
Lindsay Laskey, Manager of Accounting/Deputy Treasurer

1. Roll Call

Mayor Grantham confirmed Council attendance noting that Councillor Willsie was absent with notice.

2. Call to Order/Approve Agenda

Moved by Deputy Mayor McGuire

Seconded by Councillor Pammer

THAT: the May 20, 2025 Regular Council Meeting Agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

Councillor Pammer declared an indirect pecuniary interest on Item 9.2.1 - Request for Noise Exemption by Caradoc Sands as Caradoc Sands is a member of the Chamber of Commerce of which she is employed.

4. Presentations/Delegations/Petitions

4.1 Section 78(1) Request for Major Drain Improvement - Humphrey Drain 1999

Moved by Councillor Kennes

Seconded by Deputy Mayor McGuire

THAT: Council accept the Notice of Request for Major Drain Improvement for the Humphrey Drain 1999 and authorize Spriet Associates to prepare an Engineer's Report on the matter.

Carried

4.2 MNP 2024 Audit Service Plan

Moved by Councillor Brennan

Seconded by Councillor Pammer

THAT: the 2024 Audit Service Plan be received for information.

Carried

5. Approval of Minutes

5.1 Regular Council Meeting Minutes – May 5, 2025

Moved by Councillor Brennan
Seconded by Councillor Kennes

THAT: the Regular Council Meeting minutes of May 5, 2025 be approved as written.

Carried

6. Consent Items

Moved by Councillor Kennes
Seconded by Deputy Mayor McGuire

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

Carried

6.1 Communications

6.1.1 Middlesex-London Board of Health Meeting Summary - April 24, 2025

6.1.2 April Payables Listing

6.1.3 700 Adair Boulevard Open House

6.2 Reports from Departments

6.2.1 2025 Q1 Financial Update - FIN-2025-10

6.3 Reports from Boards and Committees

6.3.1 Committee of Adjustment Meeting Minutes - April 3, 2025

6.3.2 Tri Township Arena Board Meeting Minutes - April 10, 2025

7. Consideration of Items Requiring Discussion (Consent Agenda)

8. Other Business

8.1 Strathroy Caradoc Housing Corporation - Appointment of Member

Moved by Deputy Mayor McGuire
Seconded by Councillor Pelkman

THAT: Council appoint Councillor Frank Kennes to the Strathroy-Caradoc Housing Corporation Board.

Moved by Deputy Mayor McGuire
Seconded by Councillor Pammer

THAT: this item be deferred to the second Regular Council Meeting in June.

Carried

9. Reports from Departments

9.1 Financial Services

9.1.1 2025 Final Property Tax Rate By-law - FIN-2025-09

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

Moved by Deputy Mayor McGuire
Seconded by Councillor Kennes

THAT: Report FIN-2025-09 be received for information, and further;

THAT: the 2025 Tax Rate By-law be forwarded to the Consideration of By-laws section for approval.

Carried

9.2 Building and Planning

9.2.1 Request for Noise Exemption – 24500 Saxton Rd. - BBP-2025-47

Cody Johnson, By-law Enforcement Officer, was present to speak to the report and answer questions from members.

Moved by Deputy Mayor McGuire
Seconded by Councillor Hipple

THAT: Council receive report BBP-2025-47 for information, and further;

THAT: Council approve the application for all Saturday events with the activity ending at 12:30 a.m., and further;

THAT: Council approve the application for the Sunday event

amending the end time to 10:00 p.m., and further;

THAT: this matter return to Council for review and reconsideration of the end time to the July 21 Regular Council Meeting.

Carried

9.3 Community Services

9.3.1 Woods Edge Playground Update - CS-2025-22

Darren Dowding, Supervisor of Parks & Recreational Facilities, 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 number CS-2025-22 for information, and further;

THAT: Council approve Park N Water Ltd. to supply and install playground equipment and associated accessories at Woods Edge Park in Mt Brydges for a value of 208,963.51, including HST, and further;

THAT: Council approve the transfer of \$19,411.69 from the Park Reserve Fund to this capital project to cover the slight overage, including a 5% contingency.

Carried

10. County Council Report

Deputy Mayor McGuire noted that moving ahead with process of getting a CAO hired at the County adding that this is about a 90 day process.

11. Announcements and Inquiries by Members

12. Schedule of Meetings

- SC2045 Council Workshop - Monday, May 26, 2025 @ 4:00 p.m.
(Committee Room, 2nd Floor)

- Regular Council Meeting - Monday, June 2, 2025 @ 6:00 p.m. (Council Chamber/Hybrid)
- Council Workshop - Monday, June 9, 2025 @ 6:00 p.m. (Committee Room, 2nd Floor)
- Regular Council Meeting - Monday, June 16, 2025 @ 6:00 p.m. (Council Chamber/Hybrid)
- Council Workshop - Monday, June 23, 2025 @ 6:00 p.m. (Committee Room, 2nd Floor)
- Regular Council Meeting - Monday, July 7, 2025 @ 6:00 p.m. (Council Chamber/Hybrid)

13. In Camera

Moved by Deputy Mayor McGuire

Seconded by Councillor Hipple

THAT: Council move into closed session at 6:44p.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 May 5, 2025); 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 and one item pursuant to Section 239 (2)(f) of the *Municipal Act, 2001*, regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Labour Relations Update).

Carried

14. Open Session Resume

Closed Session adjourned at 7:52 p.m. and Open Session resumed.

15. Report on Closed Session

Mayor Grantham reports 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 May 5, 2025) (the meeting minutes were approved); 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 and one item pursuant to Section 239 (2)(f) of the *Municipal Act, 2001*, regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Labour Relations Update) (Council received a verbal update from Legal Counsel and direction was given to Legal Counsel).

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 Pelkman

THAT: By-law No. 58-25, By-law No. 64-25, By-law No. 65-25, By-law No. 66-25 and By-law No. 67-25 receive first, second and third and final reading.

Carried

16.1 By-law No. 58-25

A by-law to provide for the adoption of 2025 Tax Rates and to further provide for penalty and interest in default of payment thereof.

16.2 By-law No. 64-25

A by-law to authorize the execution of a Community Improvement Plan, Additional Unit Grant Agreement between the Corporation of the Municipality of Strathroy-Caradoc and Michael and Julianne Kloss RE: 53 Hemlock Blvd., Strathroy.

16.3 By-law No. 65-25

A by-law to authorize the acquisition of property (22569 Troops Road).

16.4 By-law No. 66-25

A by-law to appoint a Clerk (J. Pereira)

16.5 By-law No. 67-25

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

17. Adjournment

Moved by Councillor Brennan

Seconded by Councillor Kennes

THAT: the May 20, 2025 Regular Council Meeting adjourn at 7:54 p.m.

Carried

Mayor

Clerk