

**Municipality of Strathroy-Caradoc  
Regular Council Meeting  
Monday, January 21, 2019  
6:00 p.m.**

**In the Council Chamber  
52 Frank Street, Strathroy**

**MINUTES**

**1. Roll Call**

Present:

Mayor Joanne Vanderheyden  
Deputy Mayor Brad Richards  
Councillor Sandi Hipple  
Councillor Steve Pelkman  
Councillor Larry Cowan  
Councillor Neil Flegel  
Councillor John Brennan  
Councillor Frank Kennes  
Councillor Marie Baker

Also Present:

Greg McClinchey, Chief Administrative Officer	
Fred Tranquilli, Director of Legal & Legislative Services/Clerk	
Brianna Hammer-Keidel, Deputy Clerk/Communications Co-ordinator (Recorder)	
Matthew Stephenson, Director of Building, Planning & Waste Management	
George Elliott, Director of Engineering & Public Works	
Doug Payne, Manager of Human Resources	
Rob Lilbourne, Director of Community Services	
Brian George, Director of Fire Services/Fire Chief	
Bill Dakin, Director of Financial Services/Treasurer	
Joe Pilon, Director of Information Technology	
Tim Williams, Middlesex County Planner	
Grant Deme, myFM	Frank Berry, FR Berry & Associates
Taylor Curran, Curran Capital	Lee Greenwood, Canadian Commercial
Natalie Catlos, Stonecrest Engineering	Joe Hentz, Lerner's LLP
John Therrien	Maria Therrien
Catherine King-Smith	Deborah Steele

**2. Declaration of Pecuniary Interest – None.**

### 3. In Camera Matters

Moved by Councillors Cowan and Kennes

**THAT:** Council move into closed session to discuss a road issue and legal matters regarding properties, and a procedural matter to approve Council In Camera meeting minutes, all in accordance with the Ontario Municipal Act and Council's Procedural By-law. **Carried.**

### 4. Motion to Recess

Moved by Councillors Baker and Hipple

**THAT:** Council proceedings recess until 6:30 p.m. **Carried.**

### 5. Report on In Camera Matters

Mayor Vanderheyden reported that Council discussed a legal matter regarding property and approved In Camera meeting minutes.

### 6. Public Meetings

#### 6.1. Public Meeting No. 1

The purpose of this public meeting was to consider an amendment to the Official Plan of the Municipality of Strathroy-Caradoc and a re-zoning application for Bluewater Trailer Sales Ltd.

##### 6.1.1. Motion to open the public meeting.

Moved by Councillors Baker and Pelkman

**THAT:** the public meeting to consider an amendment to the Official Plan of the Municipality of Strathroy-Caradoc and a re-zoning application for Bluewater Trailer Sales Inc. be hereby opened. **Carried.**

##### 6.1.2. Report presented by the Planner.

Tim Williams, Middlesex County Planner, presented the report. The purpose of the Official Plan Amendment (OPA) is to re-designate the subject property from "Industrial" to "Industrial – Special Policy Area No. 6" to allow for the additional use of on-site sales to the permitted assembly of utility trailers. The purpose of the re-zoning is to change the zoning from "Future Development Zone" to site-specific "Light Industrial (M1-1-H-2) Zone" to permit light industrial uses as well as an additional permitted use of associated on-site sales of utility trailers. Staff support the designation, and also the rezoning with a holding provision. No concerns have been received from the public, staff or agencies. Staff have no concerns with the OPA or zoning bylaw amendment, and details will be secured during the site plan process. The OPA will be forwarded to the County of Middlesex for approval.

6.1.3. Comments in support of the proposed rezoning.

Joe Hentz (Lerners LLP), the lawyer for the applicant, advised that he was present to support the application and available to answer questions.

6.1.4. Comments in opposition to the proposed rezoning. None.

6.1.5. Comments and questions from Members of Council.

Councillor Pelkman inquired about the proposed square footage of the building, which is 9,600 square feet or about 892 square metres.

6.1.6. Motion to close the public meeting.

Moved by Councillor Hipple and Deputy Mayor Richards

**THAT:** the public meeting to consider an amendment to the Official Plan of the Municipality of Strathroy-Caradoc and a re-zoning application for Bluewater Trailer Sales Inc. be hereby closed. **Carried.**

6.1.7. Decision/Resolution.

Moved by Deputy Mayor Richards and Councillor Kennes

**THAT:** Amendment No. 10 to the Official Plan of the Municipality of Strathroy-Caradoc which would re-designate the subject lands from “Industrial” to “Industrial – Special Policy Area No. 6” be adopted and forwarded to the County of Middlesex for consideration and approval; and further that the re-zoning be approved subject to a holding provision. **Carried.**

## 6.2. Public Meeting No. 2

6.2.1. Motion to Open the Public Meeting

Moved by Councillors Brennan and Flegel

**THAT:** the public meeting to consider a re-zoning application for 105 and 119 Caradoc Street South, Strathroy (Curran Capital Development Corp. and Canadian Commercial Acquisitions Inc.) be hereby opened. **Carried.**

6.2.2. Report presented by the Planner.

Tim Williams, Middlesex County Planner, presented the report. The zoning by-law amendment application proposes to amend the existing “General Commercial (C1) Zone” to a site-specific “General Commercial (C1-7-H2) Zone” to add drive-through facilities as a permitted use. The re-zoning would also deal with other development provisions such as parking, access via English Street, and building

height. The proposed Holding provision would ensure that the owners enter into a site plan control agreement with the Municipality.

The Planner presented responses to a number of concerns presented at the statutory public meeting held on December 17, 2018, which are fully addressed in the written report. As the site plan approval has not yet been filed for, staff recommend that the zoning by-law amendment application be approved with a Holding provision.

6.2.3. Comments in support of the proposed re-zoning.

Lee Greenwood (Canadian Commercial Acquisitions Inc.), Taylor Curran (Curran Capital) and Frank Berry (F.R. Berry & Associates) were introduced in support of the application and were present to answer any questions.

6.2.4. Comments in opposition to the proposed re-zoning.

Deborah Steele, resident at 125 Caradoc Street South, spoke in opposition to the application due to concerns regarding the development's proximity to her home. Ms. Steele also wished to confirm the developers' intent to confer with all three neighbouring property owners regarding fencing, and inquired about a demolition permit for the existing residence. Further, Ms. Steele requested clarification about the proposed dedicated left-turn lane, and whether or not neighbouring property owners would be notified of the removal of the holding symbol.

Mayor Vanderheyden confirmed that a demolition permit would be required for the home. The Planner indicated that a number of two-lane turning lanes along Caradoc Street South have already been converted to dedicated turning lanes, and that this proposed length would be addressed during the site plan process. It is not a statutory requirement to notify property owners of the hold removal, but homeowners are encouraged to get in touch as the item would be on a future Council agenda. Frank Berry also confirmed that the dedicated turning lane was proposed for convenience and safety, and is not an MTO requirement. Further, the County Engineer feels it is feasible.

Lee Greenwood confirmed that the development company would work with all three adjacent property owners regarding the fencing.

6.2.5. Comments and question from Members of Council.

Councillor Pelkman is happy to see development moving forward on this property, but has three points he hopes will be considered: low-level lighting and location of the menu board/speaker to reduce disturbance to neighbours, and the location of the garbage for the safety of restaurant employees.

Councillor Brennan would like to see fencing or physical blockage considered to prevent vehicle headlights from shining into residential properties around and across from the proposed drive-throughs.

Councillor Kennes confirmed the location of the proposed restaurants with the Planner as follows: adjacent to 95 Caradoc Street South is a proposed coffee shop, and to the south is a proposed fast food restaurant.

Councillor Hipple confirmed that it was just the re-zoning to be dealt with at this time, although comments on site planning were still welcome.

6.2.6. Motion to close the public meeting.

Moved by Councillors Kennes and Brennan

**THAT:** the public meeting to consider a re-zoning application for 105 and 119 Caradoc Street South, Strathroy (Curran Capital Development Corp. and Canadian Commercial Acquisitions Inc.) be hereby closed. **Carried.**

6.2.7. Decision/Resolution.

Moved by Councillors Pelkman and Cowan

**THAT:** the public meeting to consider a re-zoning application for 105 and 119 Caradoc Street South, Strathroy (Curran Capital Development Corp. and Canadian Commercial Acquisitions Inc.) be approved subject to a holding provision. **Carried.**

## 7. Approval of Minutes

Moved by Councillors Flegel & Cowan

**THAT:** the following Council meeting minutes be approved as written:

- Regular Council Meeting Minutes – January 7, 2019. **Carried.**

## 8. Communications

### 8.1. Strathroy Hometown Festival

Application for a Temporary Noise Permit for the Strathroy Hometown Festival at Alexandra Park on June 14, 15 & 16, 2019.

Moved by Councillors Pelkman and Cowan

**THAT:** the Temporary Noise Permit Application for the 2019 Strathroy Hometown Festival be approved. **Carried.**

### 8.2. Tranquil Massage Therapy

Request to designate a reserved wheelchair accessible parking spot in the area of Frank Street at Centre Street, Strathroy.

Moved by Councillors Hipple and Cowan

**THAT:** the submission be referred to staff for a report. **Carried.**

### 8.3. St. Clair Region Conservation Authority

Board Meeting Highlights – November 8, 2018.

### 8.4. City of Hamilton

Resolution regarding on-going maintenance of and needed improvements to the Municipal Voters' List.

### 8.5. Municipality of Southwest Middlesex

Correspondence thanking Strathroy-Caradoc Fire Department - Melbourne Station for their service to residents of Southwest Middlesex.

### 8.6. Jeff Yurek, MPP, Minister of Transportation

Correspondence related to the proposed closure of Wilson Street at County Road 2 (Longwoods Road).

### 8.7. Christine Elliott, Deputy Premier and Minister of Health and Long-Term Care

Correspondence regarding the funding formula for medium-sized hospitals and potential impact on Strathroy Middlesex General Hospital.

### 8.8. Salthaven Wildlife Rescue

Card of thanks regarding the transition of Salthaven Wildlife Rescue to its new facility on Glen Oak Road.

Moved by Councillors Hipple and Flegel

**THAT:** Council receive communications items 8.3 – 8.8 for information. **Carried.**

## 9. Unfinished Business. None.

## 10. Reports from Departments

### 10.1. Legal & Legislative Services – Councillor Marie Baker, Chair

#### 10.1.1. 2018 Election Report on Accessibility

Moved by Councillors Cowan and Pelkman

**THAT:** the 2018 Election Report on Accessibility be received for information.

**Carried.**

#### 10.1.2. Indemnification By-law

Moved by Councillor Pelkman and Deputy Mayor Richards

**THAT:** Council receive the Indemnification By-law Report for information, and adopt the by-law as drafted. **Carried.**

## 10.2. Community Services – Deputy Mayor Brad Richards, Chair

### 10.2.1. Party Packages – Fee Structure

Moved by Councillors Kennes and Brennan

**THAT:** Report CS 02-2019 entitled “Party Packages – Fee Structure” be received for information, and further that Council approve the Fee Structure to be included as part of the Department’s Schedule of Fees. **Carried.**

## 11. Reports from Boards and Committees

Moved by Councillors Cowan and Kennes

**THAT:** the following reports from boards and committees be received:

- 11.1. BIA Executive Meeting Minutes – December 12, 2018
- 11.2. Tri-Township Arena Board Meeting Minutes – December 20, 2018
- 11.3. Strathroy Downtown Market Executive Meeting Minutes – January 8, 2019. **Carried.**

## 12. Consideration of By-laws

### 12.1. By-law No. 02-19

A by-law to provide for interim levies for the year 2019 for the Municipality of Strathroy-Caradoc.

Moved by Councillors Kennes and Pelkman

**THAT:** By-law No. 02-19 receive first, second, and third and final reading. **Carried.**

### 12.2. By-law No. 03-19

A by-law to adopt Amendment No. 10 to the Official Plan of the Municipality of Strathroy-Caradoc (Bluewater Trailers Inc.).

### 12.3. By-law No. 04-19

A by-law to amend By-Law No. 43-08, being the Comprehensive Zoning By-law of the Municipality of Strathroy-Caradoc (Bluewater Trailers Inc.).

**Moved** by Councillor Cowan and Deputy Mayor Richards

**THAT:** By-law No. 03-19 and By-law No. 04-19 receive first, second, and third and final reading. **Carried.**

#### 12.4. **By-law No. 05-19**

A by-law to amend By-Law No. 43-08, being the Comprehensive Zoning By-law of the Municipality of Strathroy-Caradoc (105 and 109 Caradoc Street South).

Moved by Councillors Kennes and Baker

**THAT:** By-law No. 05-19 receive first, second, and third and final reading. **Carried.**

#### 12.5. **By-law No. 06-19**

A by-law to provide indemnification for current and former members of Council, local boards, committees and employees with respect to certain actions or proceedings arising from their duties.

Moved by Councillors Kennes and Hipple

**THAT:** By-law No. 06-19 receive first, second, and third and final reading. **Carried.**

#### 13. **New Business – None.**

#### 14. **County Council Report**

Deputy Mayor Richards reported that County Council received delegations from the Middlesex Federation of Agriculture and SCOR. The Deputy Mayor has been appointed Vice-Chair of the County Library Board, and provided an information handout about technology programming available at library branches. The Deputy Mayor advised that some of the tools are not offered at the Strathroy branch as there is not enough space, and perhaps the space could be expanded here. Mayor Vanderheyden indicated that a full review of the library system is taking place. Strathroy-Caradoc was home to the first comprehensive library and it is a busy hub; the review will determine how to better serve the public with the space.

#### 15. **Enquiries or Comments by Members**

Councillor Brennan complimented Public Works crews for quick and efficient snow removal in the past week.

Councillor Kennes encouraged motorists to slow down in residential areas, especially during heavy snowfall.

Councillor Cowan was pleased to see the letter from Southwest Middlesex in support of the Melbourne Fire Station, and noted that he is hearing many positive things about Station 3.

Councillor Pelkman noted that BDO is having issues with snowmobiles driving along the sidewalk by their entrance, and asked if it would be possible to communicate with the snowmobile club to encourage snowmobiling on the other side of the road.

Councillor Hipple informed members that local high school student Maysee McLean is one of five finalists for an academic scholarship due to her work on a video about teen depression and suicide. Councillor Hipple encouraged the public to view the video and vote in support of Maysee and the video. Councillor Hipple also thanked the Mount Brydges Fire Department for their work on the outdoor ice rink.



Deputy Mayor Richards will be attending the Bluewater Recycling Association meeting and will be running to be on the board again.

Mayor Vanderheyden thanked the Mount Brydges Fire Department for their work on the outdoor ice rink, and also thanked staff for their snow clearing efforts. Members of the public were encouraged to help dig out fire hydrants and create accesses needed in case of fire. The new Museum exhibit “To Serve and Protect” is opening on Thursday, January 31. Mount Brydges Library also has lots of programs running in the next week; a full listing is available on their website.

**16. Schedule of Meetings**

- Finance Committee Meeting – **Wednesday**, January 23, 2019 @ 5:30 p.m.
- Regular Council Meeting – Monday, February 4, 2019 @ 6:00 p.m.
- Regular Council Meeting – **Tuesday**, February 19, 2019 @ 6:00 p.m.
- Regular Council Meeting – Monday, March 4, 2019 @ 6:00 p.m.
- Finance Committee Meeting – **Thursday**, February 28, 2019 @ 5:30 p.m.

**17. Adjournment**

Moved by Councillor Baker and Deputy Mayor Richards

**THAT:** the meeting adjourn at 7:35 p.m. **Carried.**

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Mayor

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Clerk