

**Municipality of Strathroy-Caradoc  
Regular Council Meeting  
Monday, September 16, 2019**

**Regular Council Session  
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 Neil Flegel  
Councillor John Brennan  
Councillor Sandi Hipple  
Councillor Frank Kennes  
Councillor Steve Pelkman  
Councillor Marie Baker  
Councillor Larry Cowan

Also Present:

Greg McClinchey, Chief Administrative Officer  
Fred Tranquilli, Director of Legal & Legislative Services/Clerk  
Jennifer Pereira, Assistant to Director of Legal & Legislative Services (Recorder)  
Matthew Stephenson, Director of Building, Planning and Waste Management  
Tim Williams, Senior Planner  
Rob Lilbourne, Director of Community Services  
Bill Dakin, Director of Financial Services/Treasurer  
Joe Pilon, Director of Information Technology  
Grant Deme, MyFM  
Lindsey Brock, Middlesex Banner  
D. McMaster, CUPW  
S. Sitlington, CUPW  
Derek Richmond, CUPW

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

### 3. In Camera Matters

Moved By Councillor Brennan and Deputy Mayor Richards

**THAT:** Council move into a closed session to discuss a property matter 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. Report on In Camera Matters

Mayor Joanne Vanderheyden reported that members discussed a property matter and a matter to approve Council In Camera meeting minutes, all in accordance with the *Ontario Municipal Act* and Council's Procedural By-law.

A motion was made to receive the following additional items to 10.3 section of the agenda.

Moved By Councillors Hipple and Kennes

**THAT:** the following items be added to 10.3 – Chief Administrative Officer section of the agenda:

- Council Report – Fire Service Command Structure
- Council Report – Noise By-law Exception for Alexandra Park
- Council Report – Noise By-law Exemption for 7318 Calvert Drive. **Carried.**

### 5. Presentations/Delegations/Petitions

#### 5.1. Aggregate Summit – Zorra Township

Gavin Houston presented on the Aggregate Summit being held on November 5, 2019. This event will be covering Oxford, Middlesex and Norfolk Counties and council was encouraged to be part of this event.

Moved by Councillors Kennes and Pelkman

**THAT:** Council consider the request and direct staff to come back with a report. **Carried.**

#### 5.2. Canadian Union of Postal Workers

Derek Richmond, National Campaign Coordinator for the Canadian Union of Postal Workers made a presentation on the Canada Postal Service Expansion and requesting Council's support.

Moved By Deputy Mayor Richards and Councillor Hipple

**THAT:** council refer the request to staff. **Carried.**

### 6. Public Meetings

#### 6.1. Public Meeting No. 1

The purpose of this public meeting is to permit the existing non-residential building to be

occupied by a commercial business on the subject lands for a temporary period of time. 125 Metcalfe St W, Strathroy- Caradoc – Dorothy Molnar.

6.1.1. Motion to open the public meeting.

Moved By Councillors Kennes and Brennan

**THAT:** the public meeting to consider a rezoning application for 125 Metcalfe St W, be hereby opened. **Carried.**

6.1.2. Report presented by the Planner.

Tim Williams, Senior Planner presented his report on the subject lands. The lands comprise 1.22 acres of land located on the north side of Metcalfe St E which is south of the CN Railway corridor in Strathroy. The surrounding site is a mix of commercial and residential uses. The applicant is proposing to utilize the existing building for commercial uses. Notices were circulated to agencies as well as property owners and sign were posted on the site in accordance with the requirements of the Planning Act. No concerns or comments have been received from all agencies or the public at the time of this report. Staff is recommending the application be approved for rezoning as the application is consistent with the Provincial Policy Statement and both Strathroy-Caradoc and Middlesex County Official Plans.

6.1.3. Comments in support of the proposed rezoning. None.

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

6.1.5. Comments and questions from Members of Council. None.

6.1.6. Motion to close public meeting.

Moved by Councillors Flegel and Baker

**THAT:** the public meeting to consider a rezoning application for 125 Metcalfe St W, be hereby closed. **Carried.**

6.1.7. Decision/Resolution.

Moved By Councillors Cowan and Pelkman

**THAT:** the application for rezoning of 125 Metcalfe St W, be approved. **Carried.**

## 6.2. Public Meeting No. 2

The purpose of this public meeting is to consider a zone change from 'Future Development (FD) zone' to 'General Industrial (M2) zone', to permit a wide range of industrial uses – 799 and 879 Wright Street.

6.2.1. Motion to open the public meeting.

Moved By Councillors Brennan and Baker

**THAT:** the public meeting to consider a rezoning application for 799 and 879 Wright

Street, be hereby opened. **Carried.**

6.2.2. Report presented by the Planner.

Tim Williams, Senior Planner presented his report on the subject lands. The lands are comprised of 8 properties owned by the Municipality of Strathroy-Caradoc and the rear portion municipally known as 799 Wright Street owned by Bonduelle Ontario Inc. The lands are located within the Molnar Industrial Park on the south side of Wright Street and west of Adair Boulevard in Strathroy. The lands currently contain no buildings and have a total area of 49 acres. Notices were circulated to agencies as well as the public. No concerns or comments were received from the public. The Director of Building, Planning and Waste Management advised that the department is supportive of the application, nothing that the re-zoning of the land will assist in the sale of municipal land for new industrial uses.

6.2.3. Comments in support of the proposed rezoning. None.

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

6.2.5. Comments and questions from Members of Council.

Councillor Brennan had concerns of the heavy truck traffic using Wright Street to Agnes Drive and if there is consideration for restrictions on heavy trucks. Matthew Stephenson, Director of Building, Planning and Waste Management indicated that the road will not be connected so there will be no issues regarding heavy truck traffic to Agnes Drive.

6.2.6. Motion to close public meeting.

Moved by Councillors Flegel and Pelkman

**THAT:** the public meeting to consider a rezoning application for 799 and 879 Wright Street, be hereby closed. **Carried.**

6.2.7. Decision/Resolution.

Moved By Councillor Pelkman and Deputy Mayor Richards

**THAT:** the application for rezoning of 799 and 879 Wright Street be approved. **Carried.**

## 7. Approval of Minutes

Moved by Councillors Kennes and Baker

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

- Regular Council Meeting Minutes – September 03, 2019. **Carried.**

## 8. Communications

### 8.1. Strathroy's Business Improvement Area

The Strathroy BIA are requesting a road closure for the Victorian Christmas and Holiday Market event taking place on Saturday, December 7<sup>th</sup>, 2019 from 10 am to 4pm.

Moved by Councillors Flegel and Kennes

**THAT:** Council refer the Road Closure request for the Victoria Christmas and Holiday Market on Saturday December 7, 2019 to the newly adopted temporary road closure process and application form. **Carried.**

**8.2. Ministry of Municipal Affairs and Housing**

A letter from the Ministry of Municipal Affairs and Housing with an update on the More Homes, More Choice Act, 2019.

**8.3. Lower Thames Conservation Authority – Spirit of the Harvest Event**

A invitation to the Spirit of the Harvest at Ska-Nah-Doht Village on Sunday, September 29, 2019 from 11am to 4pm.

**8.4. Lower Thames Conservation Authority – Fall Educations Programs**

A media release on the fall education programs at the Longwoods Road Conservation Area/Ska-Nah-Doht Village.

**8.5. Lower Thames Conservation Authority – Fall Memorial Forest Dedication**

A media release on the Fall Memorial Forest Dedication taking place on September 22 at the Tilbury Northside Park starting at 2pm.

**8.6. Ministry of Transportation**

A letter from the Ministry of Transportation regarding the two-year piolet to raise speed limits on select freeways.

**8.7. Mount Brydges Vacant Land Invitation**

An invitation to an open house regarding the vacant land condominium design proposal located at 22701 Adelaide Road. This event to take place on Thursday , September 26, 2019 from 5:30- 7:30 pm.

Moved By Councillors Hipple and Kennes

**THAT:** Council receive items 8.2 to 8.7 for information. **Carried.**

**9. Unfinished Business.** None.

**10. Reports from Departments**

**10.1. Building, Planning and Waste Management – Councillor John Brennan, Chair**

**10.1.1. Site Plan Control Agreement – 2647232 Ontario Inc.**

Matthew Stephenson, Director of Building, Planning and Waste Management presented a report on a site plan control agreement for the redevelopment of the former bowling alley into a medical office located at 268 Metcalfe Street, Strathroy. The site plan has been reviewed by staff and the municipality's engineer and a draft site plan was prepared in support of the application.

Councillor Kennes enquires on the timeline for construction. Matthew Stephenson, Director indicates that the drawings have been submitted so there should be development starting in the next 2-3 weeks.

Moved By Mayor Vanderheyden and Councillor Hipple

**THAT:** Council approve the site plans for the redevelopment of 268 Metcalfe Street into a medial office and accessory pharmacy; and

**THAT:** Council enter into a site plan agreement with 2647232 Ontario Ltd. **Carried.**

#### 10.1.2. **Parkland Dedication By-law**

Matthew Stephenson, Director of Building, Planning and Waste Management presented a report on Parkland Dedication. The highlights of the by-law was maintaining the cash-in-lieu/land acquisition rates at 5% for the residential/institutional uses and 2% for commercial/industrial uses. The by-law also highlighted increasing the cash-in-lieu requirement for residential lots created through consent from \$800 to \$1000 per lot.

Councillor Flegel asks if council should consider changing the name “Parkland Dedication” as it can be confusing at times. Matthew Stephenson, Director indicates that the term “parkland Dedication” comes from the Planning Act and the trend is to name it “Community Benefit Area”.

Moved By Deputy Mayor Richards and Councillor Cowan

**THAT:** Council receive this report for information; and

**THAT:** Council adopt the Parkland Dedication By-law 58-19. **Carried.**

### 10.2. **Information Services – Councillor Neil Flegel, Chair**

#### 10.2.1. **Replacement of Audio/Video System for Council Chambers**

Joe Pilon, Director of Information Services presented a report on the request of the replacement of the Audio/Video System for the Council Chambers. The director indicated that although we acquired the MEVO system which has been working very well, it has poor audio quality. The upgrade would include smart screens and would integrate all devices. The videos will be recorded and saved on the in house network. The current budget approval for 2019 was \$25,000, and the total cost for the system including hardware and installation would be a total of \$51,655.29 plus HST. The proposed difference in the expenditure can be accommodated through existing reserves.

Moved By Councillors Brennan and Kennes

**THAT:** Council authorize the replacement of the audio/video system in the Council Chambers. **Carried.**

### 10.3. Chief Administrative Office

#### 10.3.1. Driver Training By-law

Greg McClinchey, Chief Administrative Officer presented a report a proposed Driver Training By-law pertaining to Fire Services Only. This is intended to delegate the administrative responsibilities associated with a Driver Training Program to the Corporation of the Township of Malahide (The Malahide Fire Services) as they are a part of the Elgin/Middlesex Training group.

Councillor Cowan asked if this is more official training as opposed to the in-house training that has been received in the past. Greg McClinchey clarifies that any past training has been conducted by Fanshawe College.

Moved by Councillors Hipple and Pelkman

**THAT:** Council enact the Driver Training By-law (Ontario Driver Certification Program). **Carried.**

#### 10.3.2. Temporary Road Closure By-law

Greg McClinchey, Chief Administrative Officer presented a report for a Temporary Road Closure By-law intending to provide a clear framework to support a process to utilize and close municipal roads for the purposes of construction or repair, social, recreational and community or athletic purposes.

Moved By Councillors Kennes and Cowan

**THAT:** Council enact the Temporary Road Closure By-law. **Carried.**

#### 10.3.3. Noise By-law Exemption for 7318 Calvert Drive

Greg McClinchey, CAO presented a report on a request to the noise exemption by-law for a family wedding that will take place on September 28, 2019 at 7318 Calvert Drive. The event will begin at 3:30 p.m. with an end time of 1:00 a.m. Police, Fire, By-law, Community Services and Legal and Legislative Services were all consulted and have no outstanding concerns.

Members had concerns that the neighbors had not been notified prior to receiving the application.

Moved By Deputy Mayor Richards and Councillor Pelkman

**THAT:** the application for noise exemption for 7318 Calvert Drive be approved. **Carried.**

#### 10.3.4. Noise By-law Exemption for Alexandra Park

Greg McClinchey, CAO presented a report on a request to the noise exemption by-law for the Octoberfest Event to be held on September 28, 2019 at Alexandra Park from 2:00 p.m. till 2:00 a.m.

After some discussion, members felt that the end time should be changed to 1:00 a.m.

Councillor Baker had concerns with the application specifically the lack of maps

and layout. Rob Lilbourne, Director of Community Services assures Council that since the application was submitted, there has been a map supplied and most activities will be occurring in front of the maintenance building in Alexandra Park.

Councillor Kennes had concerns with weather conditions as the event is at the end of September. Rob Lilbourne, Director of Community Services indicates that this event will be rain or shine, and agrees that the park condition at this time of year can be unpredictable.

Moved By Councillors Baker and Kennes

**THAT:** the application for noise exemption for Alexandra Park for the Octoberfest Event on September 28, 2019 hosted by Rusty Wrench with a change to the end time of 1:00 a.m. be approved. **Carried.**

#### 10.3.5. **Fire Service Command Structure**

Greg McClinchey, CAO presented a report on the fire service command structure. This proposed change is to prepare for the creation of a Master Fire Plan and to incorporate the new position of Deputy Chief for Inspections and Training into the department's command structure. It is also to create a more call volume balance in all three stations.

Moved By Councillors Hipple and Brennan

**THAT:** Council accept this report for information and concur with the changes noted herein. **Carried.**

### 11. Reports from Boards and Committees

- 11.1. Committee of Adjustment Meeting Minutes – August 01, 2019
- 11.2. Lower Thames Conservation Authority Meeting Minutes – June 27, 2019
- 11.3. BIA Executive Meeting Minutes – August 14, 2019

Moved by Councillors Baker and Kennes

**THAT:** Council receive the reports from Boards & Committees for information. **Carried.**

### 12. Consideration of By-laws

#### 12.1. **By-law 56-19**

A by-law to amend by-law 43-08, being the comprehensive zoning by-law of the Municipality of Strathroy-Caradoc. (125 Metcalfe Street West).

Moved by Councillors Brennan and Pelkman

**THAT:** By-law 56-19, being a by-law to amend by-law 43-08, being the comprehensive zoning by-law of the Municipality of Strathroy-Caradoc receive first, second and third and final reading. **Carried.**

#### 12.2. **By-law 57-19**



A by-law to amend by-law 43-08, being the comprehensive zoning by-law of the Municipality of Strathroy-Caradoc. (799 and 879 Wright Street)

Moved by Councillors Kennes and Flegel

**THAT:** By-law 57-19, being a by-law to amend by-law 43-08, being the comprehensive zoning by-law of the Municipality of Strathroy-Caradoc receive first, second and third and final reading. **Carried.**

### 12.3. By-law 58-19

Being a by-law to provide for the conveyance of land for Park or other Public Recreational purposes and/or cash-in-lieu of parkland dedication for the Municipality of Strathroy-Caradoc.

Moved By Councillor Pelkman and Deputy Mayor Richards

**THAT:** By-law 58-19, being a by-law to provide for the conveyance of land for Park or other Public Recreational purposes and/or cash-in-lieu of parkland dedication for the Municipality of Strathroy-Caradoc receive first, second and third and final reading. **Carried.**

### 12.4. By-law 59-19

Being a by-law to authorize the execution of a site plan agreement between the Corporation of the Municipality of Strathroy-Caradoc and 2647232 Ontario Ltd.

Moved By Councillors Kennes and Baker

**THAT:** By-law 59-19, being a by-law to authorize the execution of a site plan agreement between the Corporation of the Municipality of Strathroy-Caradoc and 2647232 Ontario Ltd. receive first, second and third and final reading. **Carried.**

### 12.5. By-law 49-19

A by-law to authorize the Chief Administrative Officer, City Engineer and Clerk to exercise the powers of council to temporarily close a municipal road.

Moved By Councillors Cowan and Flegel

**THAT:** By-law 49-19, a by-law to authorize the Chief Administrative Officer, City Engineer and Clerk to exercise the powers of council to temporarily close a municipal road receive first, second and third and final reading. **Carried.**

### 12.6. By-law 60-19

Being a by-law to delegate the administrative responsibilities for a driver training program to satisfy the requirements of the Ontario Driver Certification Program.

Moved By Councillors Hipple and Baker

**THAT:** By-law 60-19, being a by-law to delegate the administrative responsibilities for a driver training program to satisfy the requirements of the Ontario Driver Certification Program receive first, second and third and final reading. **Carried.**

### **13. New Business.** None.

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

Deputy Mayor Richards indicates the next County Council Meeting will be on September 24, 2019.

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

Mayor Vanderheyden expresses her excitement on the Rogers Hockeyville event which will be held on November 2-3, 2019. Rob Lilbourne, Director of Community Services updates members on the event. The hockey game will be displayed on a big screen at 6:30 p.m. on the evening of November 2, 2019 and it will be Calgary vs. Washington. There has been an overwhelming interest in participation from the public.

Mayor Vanderheyden also asked Bill Dakin, Director of Financial Services to share with Council the week with the Mbizana South African Group during their stay. The Director indicated that it was a great week filled with a lot of tours. They were split into two groups, an agricultural and business incubator group. They visited the Outdoor Farm Show and two local Co-ops in Aylmer and Glencoe. Libro Financial also presented on how Co-op's operate. Bill Dakin, Director of Financial Services thanked Councillor Cowan on his contribution to the week. Councillor Cowan opened up a lot of doors in the industry in order to make it a successful week. Councillor Cowan spent the week focussed on the Red Hub and the co-operative operations.

Councillor Baker had the pleasure of attending AMO and wanted to share on a session she attended called "The tipping point of recycling". She indicated that 70% of Ontario waste is still going to landfills, and by 2032 the existing landfills will be at capacity.

Councillor Hipple thanked everyone that attended the Pooch Plunge that was held by the Dog Owners Association. They brought dogs to the Aquatic Park prior to the closure of the pool for a swim. She also attended the Strathroy District Chamber of Commerce Golf Tournament, weather was fantastic day and it was great to see all the local support.

Deputy Mayor Richards shared the success of the Parkinson's Walk. They raised approximately \$10,000 and over the 16 walks in the Southwestern Ontario Region the total amount raised was \$425,000.

Mayor Vanderheyden attended the 'Wheel Move U' event hosted by Joyce Walter. The event was very successful and it was great to see the local sponsors that participate in these events. The proceeds went towards the 'Possibility Project' which is to support people with spinal cord injuries. The Strathroy Horticultural Society is celebrating their 75<sup>th</sup> Anniversary on September 18, 2019 at the Seniors Centre.

### **16. Schedule of Meetings**

- Regular Council Meeting – Monday, October 7, 2019 @ 6:00 p.m.
- Regular Council Meeting – Monday, October 21, 2019 @ 6:00 p.m.

- Council Workshop – Saturday, October 26, 2019 @ 9:00 a.m.
- Regular Council Meeting – Monday, November 4, 2019 @ 6:00 p.m.

**17. Adjournment**

Moved by Councillor Kennes and Deputy Mayor Richards

**THAT:** the meeting adjourn at 8:09 p.m. **Carried.**



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Mayor



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Clerk