

**Municipality of Strathroy-Caradoc
Minutes of Council Meeting
Tuesday, May 21, 2019**

**Regular Council Session
6:00 p.m.
In the Council Chamber**

52 Frank Street, Strathroy

MINUTES

**Strathroy Community Christian School Choir
Singing “O Canada” and “Come to the Table”**

1. Roll Call

Present:

Mayor Joanne Vanderheyden
Deputy Mayor Brad Richards
Councillor John Brennan
Councillor Neil Flegel
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
Ruth Alcainho, Deputy Clerk/Insurance Co-Ordinator (Recorder)
Joe Pilon, Director of Information Technology
Doug Payne, Manager of Human Resources
Bill Dakin, Director of Finances Services and Financial Services Staff
Rob Lilbourne, Director of Community Services
George Elliott, Director of Engineering & Public Works
Brian George, Director/Chief of Fire Services
Matthew Stephenson, Director of Building, Planning & Waste Management
Tim Williams, Planner
Nicole Bolton, Community Services Recreation Program Co-ordinator
Students and Teachers from Strathroy Community Christian School Choir
Participants of the Jr. Carpenters Camp and Parents

2. Declaration of Pecuniary Interest. None

3. In Camera Matters

Moved by Councillors Cowan and Baker:

THAT: Council move into closed session to discuss Personal Matters involving Identifiable Individual(s), 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.**

Council returned to Open Session at 6:30p.m.

4. Report on In-Camera Matters

Mayor Vanderheyden reported that members considered Personal Matters involving Identifiable Individual(s) and that no decisions were made. Council will return to the In-Camera meeting to complete the discussions and a procedural matter to approve Council In-Camera meeting minutes.

5. Approval of Minutes

5.1. Moved by Deputy Mayor Richards and Councillor Kennes:

THAT: the following meeting minutes be approved as written:

- Regular Council Meeting Minutes – May 6, 2019. **Carried.**

6. Presentations, Delegations, Petitions - Jr. Carpenter Camp Participants

Mayor Vanderheyden introduced the group of participants and showcasing chairs which were constructed by two of the participants in the program. Mayor Vanderheyden presented certificates and pins to all participants, making note of the success and interest in the new programs being offered through Community Services and the municipality.

7. Communications

7.1 Lower Thames Valley Conservation Authority 2018 Annual Report

7.2 Lower Thames Valley Conservation Authority Board of Directors Minutes
April 18, 2019

7.3 Municipal Property Assessment Corporation 2018 Annual Report

7.4 Township of McKellar Resolution 19-263 Urging the Ontario Government restore funding to Ontario Library Service North and Southern Ontario Library Service

7.5 Canadian Pacific 2019 Vegetation Control Program

7.6 ROCKINWHEEL – Letter from President Ken Allore, 14th Annual Event on June 22, 2019 at the Tri-Twp Arena, Mt. Brydges

7.7 Town of Mono – Ontario Municipal Partnership Fund (OMPF) Recommendation to Minister of Finance that funding be maintained at current funding level.

Moved by Councillors Hipple and Kennes:

That: Communications Items 7.1 to 7.7 be received for information and that a report and recommendation be prepared in support of Items 7.4 and 7.7 for review and consideration at the next regularly scheduled Council Meeting. **Carried.**

8. Unfinished Business

9. Reports from Departments

9.1. Community Services – Deputy Mayor Brad Richards, Chair

Deputy Mayor Richards introduced the two reports as submitted by Community Services noting Director Rob Lilbourne was present to answer any questions.

9.1.1. Community Development Advisory Committee Minutes - Report

Moved by Councillors Kennes and Baker:

That: Report CS 15-2019 entitled Community Development Committee (CDAC) Minutes be received for information and further that Council concurs with the CDAC recommendations. **Carried.**

9.1.2. “Play it Forward” Funding Report

Director Lilbourne explained that this new funding is from a derivative of the Dairy Famers organization and administered similar to the “Can I Play Too Program”, also through the County. Councillor Hipple asked if there are limitations as to the type of sports this funding can be used for to which the Director confirmed the funding is applicable to any sport/recreation program within the Municipality. In answer to Councillor Baker’s enquiry, the Director explained that the municipality requested \$10,000 funding for the Can I Play Too program in both 2018 and 2019 which has been approved. The “Play it Forward” program will operate in a similar fashion and will be handled through the County. Mayor Vanderheyen asked that a note of appreciation be sent to the Middlesex Dairy Producers for their funding of this program.

Moved by Councillor Hipple and Flegel:

That: Report CS 16-2019 entitled “Play it Forward” Funding be received for information and further: Council approves entering into a contract for the “Play it Forward” program, sponsored by Middlesex County for 2019/2020, subject to Middlesex County funding. **Carried.**

9.2. Building & Planning Services – Councillor John Brennan, Chair

9.2.1. Façade Improvement Program Report

Councillor Brennan introduced the following two reports and invited Matt Stephenson, Director of Building and Planning, to present the report and recommendation regarding changes to the Façade Improvement Program. Mr. Stephenson explained that this grant program has been in place since 2006, remains to be a very successful program which has benefited the downtown core areas. The Director explained the changes to the program propose limits of funding for both multi-fronting and single fronting facades and also to permit a change to the submission deadline from March 31 to May 31 of each calendar year. In answer to questions from Council, Mr. Stephenson confirmed that the new changes would be implemented in this current year's applications. CAO Greg McClinchey also commented the proposal is setting a maximum and not minimums and will permit a maximum flexibility for staff and Council to channel the resources; allowing to attain the greatest impact throughout the communities at large. Mr. Stephenson confirmed the program is available to Mt. Brydges, Melbourne and Strathroy-Caradoc. Councillor Brennan commented that the improvements carried out over the last ten years have been noticed by many and a report outlining total applications and dollars invested since program inception to date, for review and information, could be provided later this fall for information.

Moved by Councillors Kennes and Cowan:

That: the maximum capital amount awarded to Façade Improvement Program projects be amended so as to not exceed 50% of total project costs in regards to multi-fronting facades and to not exceed 25% of total project costs in regards to single-fronting facades, further that Council approve the deadline for submission to change from March 31 to May 31 of each calendar year. **Carried.**

9.2.2. Applications for Draft Plan of Subdivision & Zoning By-law Amendment Part 1 of Plan 33R-17367 Part of Lot 9, Concession 10, Municipality of Strathroy-Caradoc, County of Middlesex File Numbers 39T-SC1801, and ZBA 24-2018

Matt Stephenson introduced Tim Williams, Planner. Mr. Williams explained the report outlines both a draft plan of subdivision and rezoning application, items brought up at the April 15th Public Meeting and provides revised draft conditions and analysis. Mr. Williams highlighted a couple of conditions of the agreement, confirming that Hydro One will be updating the easement along the hydro corridor, the three way stop at Park and Ridge is also a condition included with the subdivision agreement. Mr. Williams also spoke to this development being an intensification within the settlement area and is consistent with various official plans; the required rezoning to an R2 zone and required side yard reductions; all of which are appropriate for a number of reasons. Draft conditions have had some updates made to respond to comments from departments. In answer to questions from Council, Mr. Williams confirmed the alignment of the cul-de-sac would be part of the restoration for the street. Also as a condition of draft approval, the owner has agreed construction traffic will be redirected; further clarified the outline of the boundary lines on aerial mapping for this development. Mr. Stephenson confirmed mailings have been sent to all property owners further to the original mailing, all in accordance with planning regulations.

Moved by Councillors Pelkman and Baker:

That: Council is in support of the attached draft plan of subdivision and related conditions and the rezoning be approved in principle and the necessary by-law be forwarded to Council for consideration of adoption pending the issuance of draft plan approval; respective of File Numbers 39T-SC1801 and ZBA 24-2018 (Wastell Developments Inc). **Carried.**

9.3. Financial Services – Councillor Frank Kennes

Councillor Kennes introduced Director Bill Dakin who presented an overview of both the OMPF and Budget Update to April 30, 2019.

9.3.1. Ontario Municipal Partnership Fund (OMPF) Funding

Mr. Dakin explained the OMPF is the province's main funding to support municipalities across the province. The program has four components of which the municipality is funded under one component. Funding amounts have decreased over the last few years with about a 67% reduction in funding since 2012. OMPF funding now represents approximately .007% of all the municipal funding received.

Moved by Councillors Brennan and Hipple:

That: the OMPF Funding Report be received and filed. **Carried.**

9.3.2. Budget Update to April 30, 2019

Mr. Dakin reviewed the budget update report to April 30, 2019 advising financial status is comparable to the same time last year. Referring to the Operating Budget Spreadsheet the Municipality's total operating surplus to date is \$850,000 and a total of 28% is spent of the operating expenditure budget. Some discussion ensued with regards to the uncertainty of further requests/downloading as a result of funding cuts and possibility of re-opening of County budget.

Moved by Deputy Mayor Richards and Councillor Baker:

That: the Budget Update to April 30, 2019 be received and filed. **Carried.**

9.4 Engineering and Public Works – Councillor Larry Cowan

Councillor Cowan introduced two reports from Engineering and Public Works, presented by Director George Elliott.

9.4.1. Amiens Rd – Road Closure for Bridge Repair EPW 19-002

Director George Elliott explained the 2019 Capital Budget includes a new program for Bridge & Culvert maintenance. Under the 2015 Bridge Inspection Report, Amiens Road bridge was scheduled for replacement within five years, which is now being undertaken under the 2019 capital project funding. Timing of various road works involving the Glengyle Drive overpass, County of Middlesex bridge crew will undertake work in cooperation with public works staff. The County crew provides

design build opportunities and will enable immediate undertaking of the works. Amiens Road will be closed from June 1st for approximately five weeks with minimal traffic impact. Costing is estimated to be between \$80,000 to 90,000; evenly split with Middlesex Centre.

Moved by Councillors Pelkman and Kennes.

That: the Amiens Road Closure for Bridge Repair status update be received for information and filed. **Carried.**

9.4.2. 2019 Corporate Fleet and Equipment Tender Award Report EPW 19-013

Councillor Cowan presented and reviewed the report for the identified fleet and equipment purchase. In answer to some questions from Council members, the Director explained the tendering process as tenders are placed on Bids and Tenders Page, open for local and other companies to submit tenders.

Moved by Councillors Kennes and Pelkman:

That: that the six tenders for Fleet and Equipment be awarded as follows and funded from the Fleet Reserve:

1. Compact Loader Backhoe for Cemetery Operations awarded to Advance Construction Equipment Ltd. at a bid price of \$101,700.00 including Trade-In
 2. Tandem Truck with Setback Front Axle for Public Works awarded to Carrier Centers at a bid price of \$291,370.50
 3. 2019 Model Tractor Loader Backhoe 4 Wheel Drive for Public Works awarded to Strongco Ltd., Partnership at a bid price of \$115,260.00 including Trade-In
 4. Two Compact Mini Vans for Environmental Services awarded to Blue Mountain Chrysler Ltd. at a bid price of \$65,528.70
 5. Wide Area Mower for Community Services awarded to Fulline Farm & Garden Equipment at a bid price of \$83,620.00
 6. 2019 Cargo Van for Community Services awarded to Oxford Dodge Chrysler (1992) Ltd. at a bid price of \$43,576.19 including a drop down ladder option.
- Carried.**

9.5. Chief Administrative Office – Mayor Joanne Vanderheyden, Chair

9.5.1. Copy of Letter from Mayor Vanderheyden on behalf of Strathroy-Caradoc Council to Warden Curtis Smith and Members of County Council

Copy of the letter from Mayor Vanderheyden, reflective of Council's May 6th decision regarding transfer of jurisdictional authorities relating to fire inspections from lower-tier to the County, was presented by CAO Greg McClinchey.

Council members expressed displeasure with the county's decision to discontinue this service and in particular with only a thirty day notice, given the fact this is a safety service, suggesting a sixty to ninety day notice would have been more responsible. Members also discussed and expressed displeasure with respect to having the municipality pay for triple majority and preference for a delegation model. As a result municipalities will be responsible for their own fire inspection services

and Mayor Vanderheyden assured coverage of services, including during the transfer of responsibilities.

Moved by Councillors Brennan and Kennes:

That: Council advise the County of its displeasure with the amount of notice provided of the County's intention to cease Fire Inspection Services.

Carried.

Moved by Deputy Mayor Richards and Councillor Hipple:

That: Copy of the Letter as sent from Mayor Vanderheyden on behalf of Strathroy-Caradoc Council to Warden Curtis Smith and Members of County Council, regarding permanent transfer of jurisdictional authorities relating to fire inspections from the lower-tier to the County, be received for information.

Carried.

10. Reports from Boards and Committees

10.1. Tri Township Arena Board Minutes April 11, 2019

Moved by Councillors Cowan and Flegel:

That: the reports from Boards and Committees be received. **Carried.**

11. Consideration of By-laws.

11.1 By-law 27-19

A by-law to amend By-law 43-08, being the comprehensive zoning By-law of the Municipality of Strathroy-Caradoc (Wastell Developments Inc.)

Moved by Councillors Kennes and Baker:

That: By-law 27-19, being a by-law to amend By-law 43-08, being the comprehensive zoning By-law of the Municipality of Strathroy-Caradoc (Wastell Developments Inc.) receive first, second and third and final reading. **Carried.**

12. New Business – None.

13. County Council Report

Deputy Mayor Brad Richards referenced the recent issue of fire inspections with the County of Middlesex and further advised that County Council also approved the Roads and Bridges Assumption Committee and Brad Dausett will be part of that committee.

14. Enquiries or Comments by Members

Councillor Brennan has noticed the flags are up over town and thanked the municipal crews for their work. Thank you also to the Community Services (parks) department for the recent grass cuttings throughout the parks system, delayed by all the recent rain falls; a garbage bin has also been placed by the skate board park to assist with maintaining our municipal parklands. Also,

feedback is encouraged with comments and/or suggestions with regards to the North Meadows secondary plan, which may be directed to the Planning Department or to Councillor Brennan.

Councillor Kennes is happy to see the county crews are out working and repairing some of the pot holes along Second Street.

Councillor Baker commented the sports community is working diligently on schedules for the sports programs as the recent wet weather conditions have made it a challenge and is appreciative of the efforts being done.

Councillor Cowan reminded that large equipment will be on the roads over the next two to three weeks as planting commences and to exercise caution. Hopefully if weather permits, farmers will be planting as there is about a three week delay with planting. Also as a courtesy to keeping our roads clean, including rural roads, please do not litter.

Councillor Pelkman commented how nice the fresh grass looks at the intersection downtown and thanked all who look after and maintain their portion of the boulevards in the community.

Councillor Hipple expressed appreciation to Director George Elliott for following up with a homeowner in Mt. Brydges regarding her property and provided information/answers to their concerns. Councillor Hipple along with Councillor Brennan attended the recent Homelessness meeting on May 8th which was attended by many people and community members. Councillor Hipple also extended a thank you to all who helped and came out to support McHappy Day. Councillor Hipple also offered congratulations to Miranda Vanderwal in giving back to the community as she will be conducting a basket ball training clinic.

Mayor Vanderheyden commented that along with Councillor Hipple, Police Chief Mark Campbell and a number of community citizens slept in their cars for Sleepless United Way to raise awareness and that through these efforts we can become the catalyst of where people can be referred to. Mayor Vanderheyden pointed out an excellent article by Municipal World on housing affordability. Mayor Vanderheyden thanked all who came out to the Mayor's breakfast with Middlesex Community Living. Mayor also extended invitation to Council to an Open House May 27th 3:30 to 5:30, honouring Doug and Maria DeMude for their dedication and service to the local Legion for many years. Mayor Vanderheyden also mentioned a communication from Parachute Canada recognizing safe kids week June 3rd to 9th, dedicated to creating a safer Canada. Mayor Vanderheyden also mentioned the WRRC event at the public library on May 23rd at 11am with Kate Young MP and an important funding announcement to which Deputy Mayor Richards and Councillor Brennan indicated they would attend.

Council moved to take a five minute recess.

Moved by Councillors Brennan and Kennes:

That: Council take a five minute recess. **Carried.**

Moved by Councillors Cowan and Kennes:

That: Council return to the In-Camera session to continue discussion on Personal Matters involving Identifiable Individual(s), 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.**

A motion was made to return to Open Session of Council.

Moved By Councillors Baker and Brennan:

That: Council return to Open Session. **Carried.**

15. Report on In-Camera Matters

Mayor Vanderheyden reported that members completed discussions regarding a personal matter involving Identifiable Individual(s), and a procedural matter to approve Council In Camera meeting minutes of May 6, 2019 all in accordance with the Ontario Municipal Act and Council's Procedural By-law.

16. Schedule of Meetings (summer schedule - will take under advisement)

- Regular Council Meeting – Monday June 3, 2019 @ 6:00 p.m.
- Regular Council Meeting – Monday June 17, 2019 @ 6:00 p.m.
- Regular Council Meeting – Tuesday July 2, 2019 @ 6:00 p.m.
- Regular Council Meeting – Monday July 15, 2019 @ 6:00 p.m.

17. Adjournment

The meeting adjourned at 8:46 p.m., a motion by Councillors Brennan and Kennes. **Carried.**

MAYOR

CLERK