

**Municipality of Strathroy-Caradoc
Regular Council Meeting
Monday, November 18, 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 Marie Baker
Councillor John Brennan
Councillor Larry Cowan
Councillor Neil Flegel
Councillor Sandi Hipple
Councillor Frank Kennes
Councillor Steve Pelkman

Also Present:

Fred Tranquilli, Director of Legal & Legislative Services/Acting Chief Administrative Officer
Brianna Hammer-Keidel, Deputy Clerk/Communications Co-ordinator (Recorder)
Joe Pilon, Director of Information Technology
Bill Dakin, Director of Financial Services/Treasurer
Brian George, Director of Fire Services/Fire Chief
George Elliott, Director of Engineering & Public Works
Matthew Stephenson, Director of Building, Planning & Waste Services
Kim Arruda, Financial Analyst
Grant Deme, myFM

2. Declaration of Pecuniary Interest. None.

3. In Camera Matters

Moved by Councillors Kennes & Baker

THAT: Council move into closed session to discuss a labour relations matter, a personnel matter, and a procedural matter to approve in camera meeting minutes in accordance with the Ontario Municipal Act and Council's Procedure By-law. **Carried.**

Moved by Councillors Hipple and Flegel

THAT: Council recess until 6:30 p.m. to accommodate Rogers Television on-air start time.

Carried.

4. Report on In Camera Matters

Mayor Vanderheyden reported that updates were received regarding a labour relations matter and a personnel matter, and further that previous in camera meeting minutes were approved.

5. Approval of Minutes

Moved by Councillor Cowan and Deputy Mayor Richards

THAT: the following meeting minutes be approved as written:

- Regular Council Meeting Minutes – November 4, 2019. **Carried.**

6. Communications

6.1. Women's Rural Resource Centre

Request to lower flags to half-mast on December 6, 2019 in recognition of, and in support of, the National Day of Remembrance and Action on Violence Against Women.

The Acting CAO reported that the current Flag Policy only permits half-masting in particular circumstances that do not apply to this request. Municipal staff are working with the WRRC on alternative recognition to support the National Day of Remembrance and Action on Violence Against Women.

6.2. Lower Thames Valley Conservation Authority

- Board of Directors Meeting Minutes – October 17, 2019
- LTVCA Calling for Nominations for its Annual "Awards for Volunteer Heroes"
- "Season's Greetings" from Longwoods Road Conservation Area and Ska-Nah-Doht Village and Museum

6.3. St. Clair Region Conservation Authority

Conservation Update – October 2019

6.4. Ministry of Natural Resources and Forestry

Regarding Environmental Registry Notice (019-0732) by the Ministry of Natural Resources and Forestry regarding a proposal to amend three statues and make a new regulation.

6.5. Township of Stirling-Rawdon

Endorsing the report submitted by the Association of Municipalities of Ontario entitled "A Reasonable Balance: Addressing growing municipal liability and insurance costs" and further requesting that the Attorney General of Ontario conduct a full review of joint and several liability as it affects municipalities.

6.6. Township of Perry

Requesting the Province of Ontario work with building sector groups and provide evidence-based justification to municipalities regarding the creation of a new Delegated Administrative Authority.

6.7. The Municipality of Prescott

Requesting the Province of Ontario work with building sector groups and provide evidence-based justification to municipalities regarding the creation of a new Delegated Administrative Authority.

6.8. Town of Wasaga Beach

Supporting the Township of Springwater resolution regarding Nottawasaga Valley Conservation Authority 2020 Budget.

Moved by Councillors Flegel and Baker

THAT: communications items 6.1 – 6.8 be received for information. **Carried.**

7. Unfinished Business. None.**8. Reports from Departments****8.1. Engineering & Public Works – Councillor Larry Cowan, Chair****8.1.1. Parking Restriction Request for Riverview Drive**

The Director of Engineering & Public Works reviewed the request from a local resident to restrict on-street parking on Riverview Drive. After review by the Strathroy-Caradoc Traffic Committee, a parking restriction is recommended on the west side of Riverview Drive between Hull Road and Lamore Crescent.

Moved by Councillors Kennes and Hipple

THAT: Council receive Report EPW 19-025 regarding parking on Parkview Drive; and further

THAT: a parking restriction be approved on the west side of Riverview Drive between Hull Road and Lamore Crescent as detailed in. **Carried.**

8.2. Building & Planning Services – Councillor John Brennan, Chair**8.2.1. Request to Convey 1 ft by 1 ft Block to Municipality (8696 Glendon Drive, Mount Brydges)**

The Director of Building, Planning & Waste Services reviewed the proposed transfer of a 1 ft x 1 ft block of land along Regent Street, Mount Brydges to the Municipality. The conveyance is required as a condition of a boundary adjustment approved by the Strathroy-Caradoc Committee of Adjustment in August 2019.

Moved by Councillors Cowan and Pelkman

THAT: Council accept the transfer of a 1 ft by 1ft block of land along Regent Street. **Carried.**

8.2.2. **Dedication of Land for Road Widening Purposes (208 Ellor Street, Strathroy)**

The owner of lands located at 208 Ellor Street recently applied for and received approval from the Strathroy-Caradoc Committee of Adjustment for the creation of one new residential lot beside the existing dwelling. One of the conditions of approval is that a parcel of land on Henry Street be conveyed to the Municipality for the purpose of road widening.

Moved by Deputy Mayor Richards and Councillor Kennes

THAT: Council accept the dedication and assumption of land for road widening purposes along Henry Street. **Carried.**

8.2.3. **Site Plan Control Agreement – Cargill Limited (127 Zimmerman Street, Strathroy)**

The intent of the site plan application is to provide for an expansion to the existing warehouse, located on approximately 2.2 ha (5.5 ac) of industrial land located on the north east corner of High Street East and Zimmerman Avenue in Strathroy. It was noted that there is an original site plan agreement on title, which is being amended by the subject site plan agreement.

Moved by Councillors Hipple and Baker

THAT: the site plan be approved; and further that a by-law be passed approving Council entering into an amended site plan agreement. **Carried.**

8.2.4. **Site Plan Control Agreement – Parkbridge Lifestyles Community (24590 Adelaide Road)**

The intent of the site plan application is to reconfigure lots located within Parkbridge Lifestyle Community (24590 Adelaide Road) to modestly increase the size of a number of select lots to accommodate a larger building envelope for the units. The reconfiguration of six lots into five triggered minor changes to site grading and stormwater management details.

Moved by Councillor Cowan and Deputy Mayor Richards

THAT: the site plan be approved; and further that a by-law be passed approving Council entering into an amended site plan agreement. **Carried.**

8.3. Financial Services – Councillor Frank Kennes, Chair

8.3.1. 2020 Preliminary Draft Budget and Budget Process

The Director of Financial Services presented the report outlining the 2020 Preliminary Draft Budget and Budget Process. It is proposed that Finance Committee meets throughout November and early December with a proposed budget approval date of December 16, 2019.

Moved by Councillors Pelkman and Cowan

THAT: Council receive the 2020 Preliminary Draft Budget and Budget Process Report dated November 18, 2019; and further that the proposed budget process be approved. **Carried.**

8.4. Legal & Legislative Services – Councillor Marie Baker, Chair

8.4.1. Animal Care and Control Services Contract

The Director of Legal & Legislative Services/Acting CAO presented the contract, noting that the cost of the service will remain the same and renewal is recommended for two more years. Councillor Brennan clarified that that the Animal Control Officer does not deal with wildlife complaints and that those concerns should be referred to the private sector. The Director of Building, Planning & Waste Management noted that a policy is in progress with the goal of providing important Animal Control information for residents.

Moved by Councillor Hipple and Deputy Mayor Richards

THAT: the Municipality enter into a further two (2) year contract, starting January 1, 2020, with Amanda Wells and Allan Fortner (Animal Care Centre Lobo) for the provision of Animal Control Services in the amount of \$60,000 + HST per year for each of 2020 and 2021.

8.4.2. Pregnancy and Parental Leave for Council Members

The proposed Pregnancy & Parental Leave policy is reflective of recent amendments to the Municipal Act.

Moved by Councillors Kennes and Hipple

THAT: the Pregnancy and Parental Leave for Council Members Policy be approved and adopted. **Carried.**

9. Reports from Boards and Committees

9.1. Committee of Adjustment – September 5, 2019 Meeting Minutes

9.2. Committee of Adjustment – September 26, 2019 Meeting Minutes

9.3. BIA Executive – October 9, 2019 Meeting Minutes

Moved by Councillors Cowan and Brennan

THAT: the reports from Boards and Committees be received for information. **Carried.**

10. Consideration of Bylaws

10.1. Moved by Councillors Kennes and Cowan

THAT: the following by-law receive first, second, and third and final reading:

By-law No. 70-19

A by-law authorizing the Municipality of Strathroy-Caradoc to receive a dedication of land from Christopher, Christy, Williem and Janny Bruinink (re: Regent Street, Mount Brydges).

Carried.

10.2. Moved by Councillors Baker and Pelkman

THAT: the following by-law receive first, second, and third and final reading:

By-law No. 73-19

A by-law to authorize the execution of an amendment to a site plan agreement between the Municipality of Strathroy-Caradoc and Cargill Limited. **Carried.**

10.3. Moved by Councillors Hipple and Cowan

THAT: the following by-law receive first, second, and third and final reading:

By-law No. 74-19

A by-law to authorize the execution of an amendment to a site plan agreement between the Municipality of Strathroy-Caradoc and Parkbridge Lifestyles Communities Inc. **Carried.**

10.4. Moved by Deputy Mayor Richards and Councillor Brennan

THAT: the following by-law receive first, second, and third and final reading:

By-law No. 84-19

A by-law to authorize the Municipality of Strathroy-Caradoc to receive a dedication of land from Maria LeBlanc and to assume a public roadway (re: 208 Ellor Street). **Carried.**

10.5. Moved by Councillors Baker and Kennes

THAT: the following by-law receive first, second, and third and final reading:

By-law No. 86-19

A by-law to appoint an Acting Chief Administrative Officer (Fred Tranquilli). **Carried.**

10.6. Moved by Councillors Kennes and Flegel

THAT: the following by-law receive first, second, and third and final reading:

By-law No. 87-19

A by-law to authorize the execution of a General Service Agreement between the Corporation of the Municipality of Strathroy-Caradoc and All Saints Catholic Cemetery Board. **Carried.**

10.7. Moved by Councillors Baker and Flegel

THAT: the following by-law receive first, second, and third and final reading:

By-law 88-19

A by-law to authorize the execution of an agreement between Animal Care Centre Lobo

(Amanda Wells & Allen Fortner) and the Municipality of Strathroy-Caradoc regarding Animal Control Services. **Carried.**

10.8. Moved by Councillors Brennan and Pelkman

THAT: the following by-law receive first, second, and third and final reading:

By-law 89-19

A by-law to establish a Pregnancy and Parental Leave for Council Members Policy.

Carried.

11. New Business. None.

12. County Council Report

Deputy Mayor Richards reported that County Council met on November 12 and welcomed Optimist Club student guests to the County Building. The County CAO presented a report on the pressures of land ambulance services, which is available online for review. Long-service awards were presented to County staff. Cathy Burghardt-Jesson, Mayor of Lucan Biddulph, is currently the only person who has put their name forward for Warden.

13. Enquiries or Comments by Members

Councillor Baker noted that the purple scarves worn by members of Council are part of the “Wrapped in Courage” campaign to raise awareness for Woman Abuse Prevention Month. Members of the community may purchase a scarf from WRRRC to assist with the fundraiser and to raise awareness.

Councillor Brennan informed members that the Tales of Our Town Vol. II book launch is scheduled for November 28 at the Strathroy Public Library. This volume is dedicated to long-time volunteer Anne Pelkman. Councillor Brennan also requested an update on the Penny Lane sidewalks. The Director of Engineering & Public Works confirmed that the forms were removed prematurely and the contractor is returning to the site to make repairs. Councillor Brennan noted that while the issue lays with the contractor, perhaps a discussion is required regarding how contracts are awarded.

Councillor Flegel noted that while seasonal overnight parking restrictions come into force again on December 1, residents can assist by not parking on the streets if the weather turns wintry before that date. He recommended that motorists look at the weather and adjust behaviours accordingly.

Councillor Cowan reminded residents to be aware of farm equipment and road safety as harvest season continues. There are lots of crops still out on the field and the days get dark early. Motorists should be aware of flashing amber lights. Councillor Cowan recommended a farm/road safety video produced by the Fields to Forks program, which the Municipality can share on its social media channels.

Councillor Hipple discussed the leaf-drop off program at local Transfer Stations this fall, and also thanked Fire Chief Brian George for the invitation to participate in the recent Firefighters Recognition Night. Councillor Hipple congratulated local hockey teams for recent success at tournaments.

Deputy Mayor Richards invited the community to attend the Strathroy Santa Claus parade this coming Saturday and to shop downtown following the parade.

Mayor Vanderheyden will be attending a session in Toronto with OGRA this week to lobby at the provincial level on the Municipality’s behalf. The Seasons’ Greetings program will be offered at Ska-Nah-Doht on Sunday, November 24, offering an afternoon of family activities. The annual Lions Club Auction is starting soon and will feature online-only bidding this year.

14. Schedule of Meetings

- Finance Committee - Monday, November 25, 2019 @ 6:00 p.m.
- Regular Council -- Monday, December 2, 2019 @ 6:00 p.m.
- Finance Committee – Monday, December 9, 2019 @ 6:00 p.m.
- Regular Council – Monday, December 16, 2019 @ 6:00 p.m.

15. Adjournment

Moved by Deputy Mayor Richards and Councillor Kennes
THAT: the meeting be adjourned at 7:45 p.m. **Carried.**

Mayor

Clerk