

**Municipality of Strathroy-Caradoc
Minutes of Council Meeting
Monday, July 16, 2018**

**In Camera Session
6:00 p.m.
In the Committee Room**

**Regular Council Session
6:30 p.m.
In the Council Chamber**

52 Frank Street, Strathroy

AGENDA

CLOSED SESSION

1. Roll Call

Present:

Mayor Joanne Vanderheyden
Deputy Mayor Brad Richards
Councillor Marie Baker
Councillor John Brennan
Councillor Dave Cameron
Councillor Steve Pelkman
Councillor Larry Cowan
Councillor Steve Dausett
Councillor Neil Flegel

Also Present:

Greg McClinchey, Chief Administrative Officer
Angela Toth, Director of Corporate Services/Clerk
Matthew Stephenson, Director of Building, Planning & Waste Management

2. Declaration of Pecuniary Interest - None.

3. In Camera Matters

Moved by Councillors Cameron and Brennan

THAT: Council move In Camera to discuss a legal matter, property matters regarding the acquisition and disposition of land by the Municipality, and a procedural matter to approve Council In Camera meeting minutes, all in accordance with the Ontario Municipal Act and

Council's Procedural Bylaw. **Carried.**

4. **Conclude In Camera Session**

Moved by Councillors Brennan and Pelkman

THAT: Council conclude its In Camera session at 6:20 p.m. and proceed to open session at 6:30 p.m. **Carried.**

OPEN SESSION

1. **Roll Call**

Present:

Mayor Joanne Vanderheyden
Deputy Mayor Brad Richards
Councillor Marie Baker
Councillor John Brennan
Councillor Dave Cameron
Councillor Steve Pelkman
Councillor Larry Cowan
Councillor Steve Dausett
Councillor Neil Flegel

Also Present:

Greg McClinchey, Chief Administrative Officer
Angela Toth, Director of Corporate Services/Clerk
Brianna Hammer-Keidel, Deputy Clerk/Communications Co-ordinator (Recorder)
Jennifer Huff, Middlesex County Planner
Matthew Stephenson, Director of Building, Planning & Waste Management
Mark Campbell, Chief of Strathroy-Caradoc Police Service
George Elliott, Director of Engineering & Public Works
Brian George, Director of Fire Services/Chief
Rob Lilbourne, Director of Community Services
Bill Dakin, Director of Financial Services/Treasurer
Doug Payne, Manager of Human Resources
Joe Pilon, Director of Information Technology
Kerry Maloney, Financial Analyst (Acting)
Paul Zuberbuhler, Manager of Environmental Services
Paul Lattimore, Supervisor of Recreation, Programs, and Community Liaison
Nicole Bolton, Recreation Program Co-ordinator
Gabriel Buchert, myFM Steve Wright, Middlesex Banner
Ian Nunn Lorne Mitchell
Jim Banman John Aeris
Janet Gibbons Rick Wilkin
Pam Tadgell Ruth McIlmoyle
Amanda Lam Irfan Rehmanji
Khudeja Williams Derek Carter

Melissa Daponte

Geoff Walker

2. Declaration of Pecuniary Interest. None.

3. Public Meetings

3.1. Public Meeting No. 1

The purpose of this public meeting was to consider a rezoning application for 3 Brennan Drive, Strathroy.

3.1.1. Motion to open the public meeting.

Moved by Councillors Pelkman and Brennan

THAT: the public meeting to consider a rezoning application for 3 Brennan Drive, Strathroy, be hereby opened. **Carried.**

3.1.2. Report to be presented by the Planner.

The subject lands comprise approximately 483 m² (5,200 ft²) of land located on the south side of Brennan Drive, west of Drury Lane in Strathroy and have 15 m of frontage along Brennan Drive. There is currently a single-detached dwelling with an attached garage. The zone change application proposes to rezone the lands from the existing “Low Density Residential (R-1) Zone” to a “Medium Density Residential (R-2) Zone” to permit the internal conversion of the existing dwelling into a two-unit dwelling (upper and lower/back unit) within the current footprint of the building. The size of the units are approximately 1,000 sq. ft. in size. The application does not include any external changes or modifications to the existing dwelling. One letter of objection was received from an area resident prior to the deadline; two more were received after the deadline and were acknowledged at the public meeting. Each indicated concerns with traffic and parking, and negative impact on property values.

Staff have no issues with the application. Three parking spaces are required and four can be accommodated. Further, the rezoning does not increase the number of units already permitted on the property; the rezoning simply recognizes the size of the units. It is staff’s opinion that the proposal complies with the zoning bylaw and the designation of the land, and constitutes an appropriate fit in terms of elements such as density, lot fabric, building design, type and parking.

3.1.3. Comments in support of the proposed rezoning.

Irfan Rehmanji, owner of 3 Brennan Drive, spoke in support of the application. Mr. Rehmanji indicated that they are a young family investing in the area and trying to build equity, while building affordable and safe housing in a legal way. Mr. Rehmanji indicated they are very involved landlords with the intent of upgrading the property in such a way that it increases in value, and thereby increases the neighbourhood’s value as well. Ample parking will be provided, and will be clearly marked on the driveway.

3.1.4. **Comments in opposition to the proposed rezoning.** None.

3.1.5. **Comments and questions from Members of Council.**

Councillor Pelkman has no issue with changing the designation and is glad to hear of the intended landscaping improvements, and the intent of the landlord to maintain the property rather than the tenants.

Councillor Dausett inquired as to whether the new designation requires one of the units to be owner-occupied. The Planner indicated that the rezoning would change the home to a multi-unit dwelling, meaning the owner will not have to occupy one of the units. Councillor Dausett believes that having both units rented out will decrease property values in the neighbourhood.

3.1.6. **Decision/Resolution.**

Moved by Councillor Cameron and Pelkman

THAT: the application to rezone 3 Brennan Drive, Strathroy, be approved as amended by staff. **Carried.**

3.1.7. **Motion to close the public meeting.**

Moved by Deputy Mayor Richards and Councillor Flegel

THAT: the public meeting to consider a rezoning application for 3 Brennan Drive, Strathroy, be hereby closed. **Carried.**

3.2. **Public Meeting No. 2**

The purpose of this public meeting was to consider a rezoning application for 8566 Glendon Drive, Mount Brydges.

3.2.1. **Motion to open the public meeting.**

Moved by Councillors Pelkman and Cameron

THAT: the public meeting to consider a rezoning application for 8566 Glendon Drive, Mount Brydges, be hereby opened. **Carried.**

3.2.2. **Report to be presented by the Planner.**

The application proposes to change the zoning of the front portion of the property containing an existing dwelling from “Future Development (FD) Zone” to “Low Density Residential (R-1) Zone” to recognize the existing residential property.

The rear portion of the lands would remain zoned as Future Development. These lands would not be changed at this point in time, and will not change until a formal application comes forward. The bylaw has also been updated to reflect that the accessory structure is 270 square metres in size. A road widening is expected to take place in the future, which will reduce the existing front yard depth. This is also reflected in the proposed amended rezoning bylaw.

3.2.3. **Comments in support of the proposed rezoning.** None.

3.2.4. **Comments in opposition to the proposed rezoning.** None.

3.2.5. **Comments and questions from Members of Council.** None.

3.2.6. **Decision/Resolution.**

Moved by Deputy Mayor Richards and Councillor Cowan

THAT: the application to rezone 8566 Glendon Drive, Mount Brydges, be approved as amended. **Carried.**

3.2.7. **Motion to close the public meeting.**

Moved by Councillors Brennan and Baker

THAT: the public meeting to consider a rezoning application for 8566 Glendon Drive, Mount Brydges, be hereby closed. **Carried.**

3.3. **Public Meeting No. 3**

The purpose of this public meeting was to consider a rezoning application for 22270 Mill Road, Mount Brydges.

3.3.1. **Motion to open the public meeting.**

Moved by Councillors Brennan and Cameron

THAT: the public meeting to consider a rezoning application for 22270 Mill Road, Mount Brydges, be hereby opened. **Carried.**

3.3.2. **Report to be presented by the Planner.**

The zone change application proposes to amend the existing site-specific “Rural Commercial (C4-6) Zone” to permit a daycare facility as an additional permitted use on the subject lands. The zone change is intended to facilitate the renovation of the existing vacant commercial unit for use as a daycare facility. The applicant has submitted verification that the existing private septic service has the capacity for the proposed use and a letter from Bos Engineering & Environmental Services has been included as part of the report. A parking calculation has been undertaken and indicates more than enough parking is available on-site. Lots of amenity space is also available, as is required for a daycare. A maximum occupancy load sign is to be posted. No concerns have been articulated with this application.

3.3.3. **Comments in support of the proposed rezoning.** None.

3.3.4. **Comments in opposition to the proposed rezoning.** None.

3.3.5. **Comments and questions from Members of Council.**

Councillor Dausett inquired as to whether the existing site plan has been reviewed to ensure everything has been completed as previously agreed-to.

Councillor Dausett also inquired about any requirement for fencing, given that the property is located between two fairly busy roads. The Director of Building, Planning & Waste Management indicated that the only outstanding matter is the outlet of storm water off site, and that a drain is currently being designed at this time as the result of a petition. The outdoor amenity area is required to be fenced

under provincial legislation, and will be in place before authorities complete inspection and allow the daycare to open.

3.3.6. Decision/Resolution.

Moved by Councillors Cowan and Brennan

THAT: the application to rezone 22270 Mill Road, Mount Brydges, be approved. **Carried.**

3.3.7. Motion to close the public meeting.

Moved by Councillor Pelkman and Deputy Mayor Richards

THAT: the public meeting to consider a rezoning application for 22270 Mill Road, Mount Brydges, be hereby closed. **Carried.**

3.4. Public Meeting No. 4

The purpose of this public meeting was to consider a rezoning application for 23827 McEvoy Road, Geographic Township of Caradoc.

3.4.1. Motion to open the public meeting.

Moved by Councillors Brennan and Cameron

THAT: the public meeting to consider a rezoning application for 23827 McEvoy Road, Geographic Township of Caradoc, be hereby opened. **Carried.**

3.4.2. Report to be presented by the Planner.

A zone change application has been submitted to satisfy a condition of consent. The consent application proposed the severance of a dwelling surplus to a farm operation as a result of a farm consolidation. The subject zone change application proposes rezoning the “lands to be severed” to a site-specific “Agricultural Small Holdings (A2-#) Zone” and to rezone the “lands to be retained” to an “Agricultural Purposes Only (A3) Zone” in order to satisfy one of the consent conditions.

The severance is approximately 2.12 acres of land from a 50 acre farm. The A3 rezoning would prohibit any additional dwellings. The application noted the use of the lands for a “kennel”, but it has been clarified that the land is not being used as a kennel. If a kennel is requested in the future, this would go through a separate approval process due to the proximity to residential lands. The owners understand that a maximum of three dogs are allowed on the property, and that they are expected to comply with the zoning bylaw.

3.4.3. Comments in support of the proposed rezoning.

Solicitor Janet Gibbons represented the applicants, and was present to answer questions about the application, if any.

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

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

3.4.6. **Decision/Resolution.**

Moved by Councillors Cowan and Baker

THAT: the application to rezone 23827 McEvoy Road, Geographic Township of Caradoc, be approved. **Carried.**

3.4.7. **Motion to close the public meeting.**

Moved by Councillor Brennan and Deputy Mayor Richards

THAT: the public meeting to consider a rezoning application for 23827 McEvoy Road, Geographic Township of Caradoc, be hereby closed. **Carried.**

4. Approval of Minutes

4.1. Moved by Deputy Mayor Richards and Councillor Flegel

THAT: the following minutes be approved as written:

- Regular Council Meeting Minutes – June 18, 2018. **Carried.**

5. Presentations/Delegations/Petitions

5.1. **Residents of Springwell Road, Falconbridge Drive, and Century Drive**

Richard Wilkin of 8666 Century Drive presented a request from neighbourhood residents to reduce the speed limit in this area to 60 km/hr due to traffic and speeding concerns.

Residents believe they have seen an increased amount of traffic as motorists attempt to bypass Mount Brydges, and further, that motorists are speeding and creating dangerous circumstances. There are concerns that the road is not engineered for the perceived level of traffic.

Members of Council expressed concerns about the perception of excessive speeding and increased traffic, and indicated that more review and discussion is required.

Moved by Councillors Cowan and Brennan

THAT: the petition from residents of Springwell Road, Falconbridge Drive, and Century Drive be referred to the Reports from Departments section of the meeting. **Carried.**

5.2. **Drainage Petition**

Request to extend the Augerman Drain across Lot 8, Concession 3, Geographic Township of Caradoc, and under Sutherland Road, providing outlet for Lot 9.

Moved by Councillors Dausett and Flegel

THAT: the petition for drainage works submitted for Concession 3, South Part Lots 8 & 9 be accepted; and further that Spriet Associates be authorized to prepare an engineer's report on the matter. **Carried.**

6. Communications

6.1. Engineering & Public Works

Drinking Water Quality Management System Internal & External Audits and Management Review Results.

Reference: for information.

6.2. Strathroy-Caradoc Dog Owners Association

Requesting amendment to Animal Care and Control Bylaw 60-09 to regulate animals left in vehicles. Angela Toth, Director of Corporate Services/Clerk, indicated that Management Team would be supportive of reviewing and updating the Animal Care and Control Bylaw.

Moved by Councillors Cameron and Pelkman

THAT: that staff prepare an amendment to Animal Care and Control Bylaw 60-09 to include regulation of animals left in vehicles. **Carried.**

6.3. Kathleen McColl - Resident, Parkhouse Drive

Requesting the installation of speed bumps on Parkhouse Drive from Rougham Road to Mill Road.

Moved by Councillors Cowan and Brennan

THAT: the request from Kathleen McColl to consider the installation of speed bumps on Parkhouse Drive be referred to staff for a report. **Carried.**

6.4. WeedMD

Notification of approval of cultivation licence and buildout of facility located at 8157 Inadale Drive, Mount Brydges, and notification of the application for a production licence for medical cannabis for the same facility.

Reference: for information.

6.5. SouthWestern Integrated Fibre Technology (SWIFT)

Notification that the City of London has committed \$690,000 to SWIFT in the regional initiative to connect Southwestern Ontario, Caledon, and Niagara Region to modern broadband infrastructure.

Reference: for information.

6.6. CN

Notification that Rail Safety Week will be held in Canada and the United States from September 23-29, 2018.

Reference: for information.

7. Unfinished Business. None.

8. Reports from Departments

8.1. Corporate Services – Councillor Neil Flegel, Chair

8.1.1. Request for Noise Bylaw Exemption – 517 Head Street North

Moved by Mayor Vanderheyden and Councillor Brennan

THAT: Council grants an exemption to Noise Bylaw 30-13, as amended, for 517 Head Street North on Saturday, September 15, 2018, from 2:00 p.m. to 1:00 a.m. to permit a backyard wedding. **Carried.**

8.2. Fire Services – Councillor Dave Cameron, Chair

8.2.1. District Chief Appointment – Station 3 (Melbourne)

Fire Chief Brian George reviewed the credentials of the successful applicant, Perry Smink.

Moved by Councillors Cowan and Baker

THAT: the Council receives the “District Chief – Station 3 (Melbourne)” report as per the Fire Department Establishing and Regulating Bylaw. **Carried.**

8.2.2. Redundant Equipment to Go to Auction

Moved by Councillors Dausett and Pelkman

THAT: Council approves the recommendation to send to auction:

- Fire Department Service 35 (1999 CTV Van - VIN # 1FDWE30F6XHB60702); and
- Automobile extrication equipment that was recently identified as being obsolete and rotated out of service as a consequence. **Carried.**

8.2.3. Donation of Expired Bunker Gear and Helmets

Moved by Deputy Mayor Richards and Councillor Brennan

THAT: Council approves the donation of expired firefighting bunker gear and helmets to Global Fire for use in developing countries around the world. **Carried.**

8.3. Engineering & Public Works

Transportation Services – Councillor Larry Cowan, Chair

8.3.1. Buchanan Street Traffic Concerns

The Director of Engineering & Public Works reviewed the report. Traffic data confirmed a significant volume of through traffic on Buchanan Street, however, there was a high level of compliance with the speed limit. Staff also reviewed traffic patterns entering and exiting the West Middlesex Memorial Centre and found a lot of erratic “cut-through” traffic and that the southerly entrance to the parking lot of Buchanan Street is poorly aligned. Staff recommend the immediate, temporary closure of the southerly entrance to the parking lot to encourage

controlled traffic patterns and to allow for further evaluation of the recreational facility traffic patterns and overall traffic access needs. If necessary, the entrance can be permanently reconfigured with a 3-way stopped controlled intersection. Members of Council indicated their preference for the installation of a gate as a temporary closure measure, and further indicated the grassy area adjacent to the entrance should be reviewed to ensure drivers don't use that as an exit as a means to avoid the gate.

Moved by Councillors Brennan and Pelkman

THAT: Council receive Report EPW 18-016 regarding Buchanan Street traffic concerns, and further that Council approve the immediate temporary closure of the southerly access to the West Middlesex Memorial Centre parking lot off of Buchanan Street, and further that Council refer the continuation of the traffic review for the West Middlesex Memorial Centre parking lot to staff for consideration of future capital budget needs. **Carried.**

8.3.2. **Hull Road Traffic Concerns**

Staff reviewed a request to reduce the speed limit on Hull Road as a means of traffic control and increased safety for pedestrians. The Director of Engineering and Public Works noted that from a traffic volume and speed perspective, Hull Road is functioning within expected limits, however, because the street is older and narrower, there are challenges in terms of pedestrian and cyclist facilities. The Director indicated that the roadway should be improved with the addition of pedestrian and cyclist facilities, but that further evaluations will be required prior to including a proposed project in capital budget forecasts.

Moved by Councillor Brennan and Deputy Mayor Richards

THAT: Council receive Report EPW 18-017 regarding Hull Road traffic concerns; and further that Council maintain the current traffic control measures on Hull Road; and further that Council direct staff to evaluate the infrastructure needs of the Hull Road corridor to improve pedestrian and cyclist facilities on Hull Road and to include a reconstruction project in the 5-year capital forecast for the 2019 budget deliberations. **Carried.**

8.3.3. **Century Drive Traffic Speed Concerns**

This matter was referred to staff following concerns raised by Richard Wilkin and other residents in the area of Century Drive, Falconbridge Drive, and Springwell Road. A petition on this matter was formally received by Council earlier in the meeting.

The Director noted that the traffic trailer had been deployed in various locations to collect data in late 2017 and early 2018. The observed data revealed that the amount of traffic on the roadway was much lower than expected based on public perceptions, and well within the capacity of a two-lane rural road. Speed profiles on Century Drive and Springwell Road were also within expectations and did not reveal significant safety concerns. No additional traffic control measures or safety improvements are recommended at this time, beyond the continued standard

police operations.

Members of Council noted that the expansion of the village of Mount Brydges is leading to increased traffic concerns, and that individual roads will become part of a larger community traffic study in general. The Director confirmed that these and other issues will be reviewed by the Municipal Traffic Committee, and all roads surrounding Mount Brydges will be reviewed to determine best scenario of traffic flow for the area as a whole.

Moved by Councillors Pelkman and Dausett

THAT: Council receive Report EPW 18-018 regarding traffic speed concerns on Century Drive; and further that Council maintain the current traffic controls on Century Drive. **Carried.**

Environmental Services – Councillor Steve Dausett, Chair

8.3.4. 2018 Water & Wastewater Bylaw Update

Moved by Deputy Mayor Richards and Councillor Baker

THAT: Council approve updates to fees and charges in Schedules A, E and F of the 2018 Water and Wastewater rates; and further that the Clerk prepare an amendment to the Water and Wastewater Rates Bylaw 70-17 for Council approval. **Carried.**

8.3.5. 2018 DWQMS Operational Plan Update

Moved by Councillors Pelkman and Flegel

THAT: Council endorses the proposed amendments to the Operational Plan; and further that Council authorizes the Mayor to sign the Commitment and Endorsement Section of the updated Operational Plan. **Carried.**

8.3.6. Strathroy Waste Water Treatment Facility (WWTF) Roof Upgrades

Moved by Councillors Cameron and Pelkman

THAT: Council postpone the Mount Brydges WWTF roof maintenance and reallocate the 2018 capital project funding of \$10,000 for the Strathroy WWTF roof replacement; and further

THAT: Council approve additional funding from the Wastewater Capital Reserve Fund in the amount of \$10,000 for a total budget of \$20,000 for the Strathroy WWTF roof replacement; and further

THAT: Council award the Strathroy WWTF roof replacement to Ben Linker Roofing Ltd. at the quoted price of \$13,900 (excluding HST). **Carried.**

8.3.7. Water Tower Fall Arrest Safety Upgrades

Moved by Councillor Brennan and Deputy Mayor Richards

THAT: Council receives Report EPW 18-014 regarding Water Towers Fall Arrest Safety Upgrades; and further

THAT: Council reallocates the approved 2018 capital funding for the power washing of the tower to safety and ladder upgrades; and further

THAT: Council approve an additional amount of \$15,000 from the Water Capital Reserve Fund for safety upgrades; and further

THAT: Council waive the provisions of the purchasing policy to permit the sole source supplier of the preselected Landmark Municipal Services; and further

THAT: Council award the provision of Safety and Ladder Upgrades to Landmark Municipal Services for \$50,575 plus HST. **Carried.**

Members of Council further directed staff to investigate the potential cost of power washing the water tower this year.

Mayor Vanderheyden took leave of the meeting and noted that Deputy Mayor Richards would assume the role of chair following Reports from Departments.

8.3.8. **Longfield Street Sewer Extension**

Moved by Councillors Brennan and Baker

THAT: Council receives Report EPW 18-021 regarding Engineering Consulting Services required for the design and construction inspection of the sanitary sewer extension on Longfield Street to service Metcalcor Building Systems; and

- **THAT:** Council approve a new 2018 Wastewater Capital Project for Engineering Consulting Services for the design and construction inspection of the Longfield Street sanitary sewer extension in the amount of \$50,000 funded from the Wastewater Rates Reserve Fund; and further
- **THAT:** Council award a contract for engineering services to R.V. Anderson Ltd., with an upset limit of \$19,700 plus HST for the design and approvals of the Longfield Street sanitary sewer extension as the initial phase of works. **Carried.**

8.3.9. **Private Sewer Blockage – 310 Burns Street**

A resident at 310 Burns Street has been struggling with tree root intrusions into the sewer service piping at this property since 2011. The resident is requesting the removal of a tree that they believe to be the cause. It is the opinion of staff that the sewer pipe has deteriorated to a poor condition and needs to be replaced.

Moved by Councillors Pelkman and Brennan

THAT: Council receives Report EPW 18-022 regarding a request to remove a tree at 310 Burns Street to alleviate sewer blockages; and further

THAT: Council deny the request to remove the Municipal tree at 310 Burns Street; and further

THAT: Council encourage the owner of 310 Burns Street to consult with Engineering and Public Works staff for technical guidance to facilitate a repair of the private portion of the sewer service connection to the property. **Carried.**

8.4. Community Services

Parks & Recreation Services - Councillor Marie Baker, Chair

8.4.1. Hazard Tree – Fair Grounds Aquatic Park

Moved by Councillors Cameron and Dausett

THAT: Council receives Report CS 17-2018 entitled Hazard Tree – Fair Grounds Aquatic Park be received for information; and further

THAT: Council approve the removal of the tree located at 334 Metcalfe Street as identified in the report; and further

THAT: Council approve the funds required to remove the tree and complete subsequent work required to the other trees, at an approximate cost of \$10,000.00 from the department's tree budget. **Carried.**

8.4.2. Recreation Programming

The Community Services department is expanding its program menu this fall with offerings including Jr. Carpentry, Jr. Chef, Archery, Archery Tag, Basketball, and Volleyball. The intent is to expand both youth and adult programming, increase utilization of existing municipal facilities, and to partner with local businesses where possible in offering the programs.

Moved by Deputy Mayor Richards and Councillor Brennan

THAT: Report CS 17-2018 entitled Recreation Programming be received for information. **Carried.**

Community Development Services – Councillor Steve Pelkman, Chair

8.4.3. Preventative Maintenance Program – Strathroy-Caradoc Fire Stations

As the result of changing insurance providers in 2018, the Municipality realized a savings of approximately \$36,383.65. Members of Council had recommended that the savings be invested in a preventative maintenance program for the Corporation. Staff explored the immediate preventative maintenance needs of municipal facilities, to start, and are recommending that Fire Stations 1, 2, and 3 receive immediate attention.

Members of Council recalled a recent tour of physical Municipal assets and the importance of a preventative maintenance program to extend the life of assets.

Moved by Councillors Baker and Cowan

THAT: Council direct Municipal staff to reallocate financial savings realized as a consequence of the 2018 insurance reorganization for the purposes of undertaking preventative maintenance and general upkeep at Station 1, Station 2, and Station 3 of the Strathroy-Caradoc Fire Department; and further

THAT: Municipal staff explore the establishment of a permanent preventative maintenance program covering all municipal assets as part of the 2019 budget process. **Carried.**

8.4.4. Permanent Dedication of the Strathroy-Caradoc Dog Park

Members of Council noted that the dog park is an asset that attracts people from both within and outside Strathroy-Caradoc. Ruth McIlmoyle and Pam Tadgell were recognized for their dedication in getting the park established in 2010, and the Strathroy-Caradoc Dog Owners' Association for their ongoing partnership with the Community Services Department in maintaining and improving the park.

Moved by Councillors Cameron and Brennan

THAT: Report CS 15-2018 entitled Permanent Dedication of the Strathroy-Caradoc Dog Park be received for information and further;

THAT: Council permanently dedicate 500 York Street as the Strathroy-Caradoc Dog Park. **Carried.**

8.5. Building, Planning & Waste Management – Deputy Mayor Brad Richards, Chair

8.5.1. Applications for Draft Plan of Subdivision & Zoning Bylaw Amendment – Part of Lot 17, Concession 2, Geographic Township of Caradoc (Westdell)

The subject proposal had last been considered by Council on June 18, 2018, where staff heard a number of comments and concerns relating to the replanting obligation of the applicant. It has been determined that the proposed replanting area is equal in size to the area that was the subject of illegal cutting activities. The developer is obligated to replant by the end of the year, and is responsible for the trees until they reach an age and density where they are covered by the Middlesex County Woodlands Conservation Bylaw. Most of the replanting will be located where the cutting took place. A portion of the replanting area will be located on Block 86. Relocation of the planting would only be considered if the proposal was led by applicant, and the applicant is not interested in changing the replanting location. A 5m buffer will be required adjacent to Block 86, which will result in the reconfiguration of Block 86 and Lots 76 to 82. The recommended conditions intend to address all recommendations received. The Planner indicated that deferral of the zoning bylaw amendment would not delay the plans. Councillor Cowan inquired about the plant species intended to be planted in the buffer. The Planner confirmed that the buffer is intended to be a grassed area maintained by the Municipality.

Councillor Dausett confirmed that the tree planting is to be completed by the end of this year.

Councillor Flegel indicated that the Municipality should be notified of any proceedings the County undertakes that involves the Municipality.

Moved by Councillors Baker and Flegel

THAT: Strathroy-Caradoc Council supports the draft plan of subdivision and related conditions; and further

THAT: the rezoning application be deferred pending further amendments to the plan as may be required by the recommended conditions of draft plan approval. **Carried.**

8.5.2. **Downtown Strathroy Urban Design Guidelines**

Moved by Councillors Pelkman and Brennan

THAT: the Downtown Strathroy Urban Design Guidelines dated June 2018 be adopted by Council. **Carried.**

8.5.3. **McCracken-Carruthers Municipal Drain Tender**

Moved by Councillors Cowan and Dausett

THAT: Council accept the tender from Robinson Farm Drainage for \$147,150.80 excluding HST, \$166,280.40 including HST, to complete the construction of the McCracken-Carruthers Municipal Drain. **Carried.**

8.6. Financial Services – Councillor John Brennan, Chair

8.6.1. **2018 2nd Quarter Budget Update to June 30th, 2018**

Moved by Councillors Baker and Pelkman

THAT: the 2018 2nd Quarter Budget Update Report to June 30, 2018, be received and filed; and further that the funding for the purchase of 40 Metcalfe Street comes from the General Government Reserve, and the funding for the purchase of 61 Albert Street comes from the water and wastewater reserves at 50% each. **Carried.**

8.6.2. **Transfers to and from Reserves and Reserve Funds**

Moved by Councillors Dausett and Flegel

THAT: Council confirms transfers **to** reserves and reserves funds in 2017 of \$1,629,351.61 and transfers **from** reserves and reserves funds in 2017 of \$2,480,379.66; and further

THAT: Council Approves the transfer of 2017 year-end operating and capital net revenue in the amount of \$5,520,582 to department reserves. **Carried.**

8.6.3. **Council Remuneration**

Members of Council noted the importance of maintaining comparable pay and supported increasing remuneration to keep net pay the same following the elimination of the federal tax-free exemption.

Moved by Councillors Baker and Flegel

THAT: Council increases the annual remuneration for the Mayor to \$50,100 for 2019; for the Deputy Mayor to \$24,750; and for Councillors to \$19,350 each, with any COLA increase to be decided at budget time; and further

THAT: Council does not participate in the OMERS Plan effective January 1, 2019. **Carried.**

8.6.4. **Vacant Unit Rebate Program**

Moved by Councillors Dausett and Flegel

THAT: Council supports Middlesex County's request to the Minister of Finance to eliminate the Vacant unit Rebate Program. **Carried.**

8.7. Chief Administrative Office

8.7.1. **Hiring Report – Director of Legal and Legislative Services**

The Manager of Human Resources reviewed the credentials of Fred Tranquilli, who has accepted an Offer of Employment to fill the role of Director of Legal & Legislative Services.

8.7.2. **Hiring Report – Bylaw Enforcement Officer**

The Manager of Human Resources reviewed the credentials of Cody Johnson, who has accepted an Offer of Employment to fill the role of full-time Bylaw Enforcement Officer.

Moved by Councillors Flegel and Baker

THAT: the Hiring Reports be received for information. **Carried.**

9. Reports from Boards and Committees

9.1. Strathroy Downtown Market Executive Committee Meeting Minutes – June 7, 2018

9.2. Strathroy Downtown Market Executive Committee Meeting Minutes – July 5, 2018

9.3. Tri-Township Arena Board Minutes – June 14, 2018

Moved by Councillors Brennan and Cowan

THAT: the following board and committee meeting minutes be received and filed:

- Strathroy Downtown Market Committee Meeting Minutes – June 7, 2018;
- Strathroy Downtown Market Committee Meeting Minutes – July 5, 2018; and
- Tri-Township Arena Board Meeting Minutes – June 14, 2018. **Carried.**

9.4. **Community Development Advisory Committee Meeting Minutes – June 13, 2018**

Moved by Councillors Flegel and Pelkman

THAT: the following board and committee meeting minutes be received and filed; and further that Council concurs with the committee's recommendations:

- Community Development Advisory Committee Meeting Minutes – June 13, 2018. **Carried.**

9.5. Strathroy-Caradoc Police Service

9.5.1. Strathroy-Caradoc Police Service 2017 Annual Report

9.5.2. May 2018 Reports

9.5.3. Strathroy-Caradoc Police Services Board Meeting Minutes – May 15, 2018

Reference: for information.

10. Consideration of Bylaws

10.1. **Bylaw 51-18** (*Referred from Agenda Item 3.1 - Public Meeting No. 1*)

Moved by Councillors Cameron and Brennan

THAT: the following bylaw receive first, second, and third and final reading:

Bylaw 51-18

A bylaw to amend Bylaw No. 43-08, being the Comprehensive Zoning Bylaw of the Municipality of Strathroy-Caradoc (regarding 3 Brennan Drive, Strathroy). **Carried.**

10.2. **Bylaw 52-18** (*Referred from Agenda Item 3.2 – Public Meeting No. 2*)

Moved by Councillors Cowan and Pelkman

THAT: the following bylaw receive first, second, and third and final reading:

Bylaw 52-18

A bylaw to amend Bylaw No. 43-08, being the Comprehensive Zoning Bylaw of the Municipality of Strathroy-Caradoc (regarding 8566 Glendon Drive, Mount Brydges). **Carried.**

10.3. **Bylaw 53-18** (*Referred from Agenda Item. 3.3 – Public Meeting No. 3*)

Moved by Councillors Flegel and Baker

THAT: the following bylaw receive first, second, and third and final reading:

Bylaw 53-18

A bylaw to amend Bylaw No. 43-08, being the Comprehensive Zoning Bylaw of the Municipality of Strathroy-Caradoc (regarding 22270 Mill Road). **Carried.**

10.4. **Bylaw 54-18** (*Referred from Agenda Item 3.4 – Public Meeting No. 4*)

Moved by Councillors Brennan and Dausett

THAT: the following bylaw receive first, second, and third and final reading:

Bylaw 54-18

A bylaw to amend Bylaw No. 43-08, being the Comprehensive Zoning Bylaw of the Municipality of Strathroy-Caradoc (regarding 23827 McEvoy Road). **Carried.**

10.5. **Bylaw 56-18**

Moved by Councillors Pelkman and Brennan

THAT: the following bylaw receives first, second, and third and final reading:

Bylaw 56-18

A bylaw to Delegate Authority to the Chief Administrative Officer for Certain Acts During a “Lame Duck” Period. **Carried.**

10.6. **Bylaw 57-18**

Moved by Councillors Cameron and Cowan

THAT: the following bylaw receive first, second, and third and final reading:

Bylaw 57-18

A bylaw to establish an Acceptable Use of Information Technology Resources policy for the Municipality. **Carried.**

11. New Business. None.

12. County Council Report

Deputy Mayor Richards reported on upcoming presentations from SCOR and SWIFT. The Deputy Mayor noted that the “Middlesex County Household Projected Population Range” report projects Strathroy-Caradoc’s population by the year 2036 to be between 25,780 and 27,590.

13. Enquiries or Comments by Members

Councillor Baker inquired about the status of the McKellar Street Reconstruction Project. The Director of Engineering & Public Works indicated that some approvals required from MOE are still outstanding. Issuance of the permit to take water should arrive shortly and work should begin by the end of July or the beginning of August. Approximately 10 weeks of project work is anticipated this year.

Councillor Pelkman commended senior staff for their dedication to the Downtown Strathroy Market.

Deputy Mayor Richards read a thank you note sent on behalf of the student who received the municipally-sponsored award at the recent Caradoc Public School graduation. Summer film camps are also scheduled and residents can register online.

14. Schedule of Meetings

- Monday, August 13, 2018 @ 6:30 p.m.
- **Tuesday**, September 4, 2018 @ 6:30 p.m.
- Monday, September 17, 2018 @ 6:30 p.m.
- Monday, October 1, 2018 @ 6:30 p.m.

15. Adjournment

Moved by Councillors Pelkman and Flegel

THAT: the meeting adjourn at 10:10 p.m. **Carried.**

Original signed by Deputy Mayor Richards

Deputy Mayor

Original signed by Angela Toth

Clerk