

**Municipality of Strathroy-Caradoc
Notice of Council Meeting
Monday, March 18, 2019**

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

52 Frank Street, Strathroy

MINUTES

1. Roll Call

Present:

Mayor Joanne Vanderheyden
Councillor John Brennan
Councillor Sandi Hipple
Councillor Frank Kennes
Councillor Steve Pelkman
Councillor Marie Baker
Councillor Larry Cowan

Absent with
Notice:

Councillor Neil Flegel
Deputy Mayor Brad Richards

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
Bill Dakin, Director of Financial Services
Joe Pilon, Director of Information Technology
Doug Payne, Manager of Human Resources
Rob Lilbourne, Director of Community Services
George Elliott, Director of Engineering & Public Works
Matthew Stephenson, Director of Building, Planning & Waste Management
Chris Soares, MyFM
Kristen Frisa, Middlesex Banner
Rhree Porter, CTV

2. Declaration of Pecuniary Interest. None.

3. In Camera Matters

Moved By Councillors Hipple and Pelkman

THAT: Council move into closed session to discuss a legal 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 Session

The Mayor reported that Council discussed a legal matter and a procedural matter in the In Camera session.

5. Presentations, Delegations, Petitions

5.1. 2019 – Mbizana, South Africa Delegation

Councillor Larry Cowan provided an update on the municipality's most recent delegation to Mbizana, South Africa.

Moved By Councillor Hipple and Kennes

THAT: the presentation be received as information. **Carried.**

6. Approval of Minutes

6.1. Regular Council Meeting Minutes – March 4, 2019

Moved by Councillors Baker and Kennes

THAT: the Council Meeting Minutes from March 4, 2019 be approved as written. **Carried.**

7. Communications

7.1. Community Safety and Well-Being Planning

Letter from the Honourable Sylvia Jones, Minister of Community Safety and Correctional Services regarding the Community Safety and Well-Being Plans that municipalities are required to develop in concert with SCPSB. Mayor Vanderheyden indicated that available dates of April 11 and 25, 2019 and invited council to attend as well.

7.2. St. Clair Conservation Authority – 2019 Levy Assessment

Reports from the St. Clair Conservation Authority regarding their 2019 Approved Budget and Levy Assessment. The Levy assessment to the Municipality is \$104,185.00.

7.3. Lower Thames Conservation Authority – 2019 Approved Budget

Reports from the Lower Thames Conservation Authority regarding their 2019 Approved Budget, Levy Assessment and meeting minutes from February 21, 2019. The Levy assessment to the Municipality is \$84,874.00.

Moved By Councillors Kennes and Pelkman

THAT: Council receive communication items 7.1, 7.2 and 7.3 for information. **Carried.**

8. Unfinished Business. None

9. Reports from Departments

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

9.1.1. North Meadows Secondary Plan RFP Results

Matthew Stephenson, Director of Building, Planning and Waste Management presented his report on the tenders results for the North Meadows Secondary Plan that is required to be completed prior to the development proceeding in this area of Strathroy. This item is under consideration as a 2019 Capital Budget item. There were five proposals and it was recommended that the contract be awarded to Monteith Brown Planning Consultants at the cost of \$79,704.38 plus HST.

Noted was a correction in the director's report pertaining to the completion date. The dates were corrected to reflect the year 2020.

The director presented an additional document with a chart indicating the options for Council to discuss. The three options reflects how much development charges will be used and reflects the amount the property assessment value to the ratepayer or developer.

OPTION	DC FUNDED	PROPERTY OWNER ASSESSMENT	TOTAL TENDER AMOUNT
A	\$65,000	\$8,355.32 (X3)	\$90,065.95
B	\$60,000	\$10,021.98 (X3)	\$90,065.95
C	\$50,000	\$13,355.32 (X3)	\$90,065.95
ORIGINAL COUNCIL APPROVAL BASED ON \$65,000.00	\$50,000.00	\$7,816.66 (X3)	\$73,450.00

Councillor Kennes inquired if the property owners are in full agreement knowing the costs to them. Matthew Stephenson indicated that overall the three owners have been spoken to and are in agreeance.

Mayor Vanderheyden felt that Option B will allow both developer and purchaser to benefit.

Councillor Pelkman suggested that Option C would be an appropriate selection and would provide the municipality with more one day.

Moved By Councillors Pelkman and Cowan

THAT: the contract for the completion of North Meadows Secondary Plan be awarded to Monteith Brown Planning Consultants at a cost of \$79,704.38 plus HST and;

THAT: Council approve that Option C be chosen. **Carried.**

9.1.2. Longwoods Road Municipal Drain Tender

Matthew Stephenson, Director of Building, Planning and Waste Management presented his report on the tender for the construction of the Longwoods Road Municipal Drain. There were five bids received and the tender was awarded to Willemse/Robinson Farm Drainage Inc. at a cost of \$227,113.05 plus HST.

Moved By Councillors Kennes and Baker

THAT: the contract for the construction of the Longwoods Road Municipal Drain be awarded to Willemse/Robinson Farm Drainage Inc. at a cost of \$227,113.05 plus HST.

Carried.

9.2. Community Services- Deputy Mayor Richards, Chair

9.2.1. Community Development Advisory Committee Minutes

Robert Lilbourne, Director of Community Services presented his report on the CDAC minutes for January 15 and February 11, 2019. The director highlighted a few areas that were discussed. The Memorial Tree Policy, CDAC Terms of Reference, Museum Advisory Update, PTP and the review of the Can I Play Too Program and the Special Events Policy and application.

Moved By Councillors Baker and Hipple

THAT: Report CS 04-2019 entitled Community Development Committee (CDAC) minutes be received for information and further;

THAT: Council concurs with the CDAC recommendations contained therein. **Carried.**

9.2.2. Brooke Gibson Banner Raising

Mayor Vanderheyden presented the report on the proposal for the Brooke Gibson Banner Raising. A letter was received by the Department of Community Services requesting that Council consider raising a banner in honour of Strathroy's first female hockey player Brooke Gibson to be drafted by a professional hockey team.

Moved By Councillors Cowan and Hipple

THAT: Report CS-2019 entitled Brooke Gibson Banner Raising be received for information and further;

THAT: Council approve the waiving of the Public Skating admission fee for March 24, 2019. **Carried.**

9.3. Engineering and Public Works – Councillor Larry Cowan, Chair

9.3.1. 2018 Water Summary Report – Strathroy-Caradoc Distribution

George Elliott, Director of Engineering and Public Works presented his report on the 2018 Strathroy-Caradoc Water Distribution Summary.

Moved By Councillors Brennan and Pelkman

THAT: Council receive for information the 2018 Water Summary for the Strathroy-Caradoc Distribution System. **Carried.**

9.3.2. Annual Reporting – Wastewater Facilities 2018

George Elliott, Director of Engineering presented his report on the 2018 Wastewater Facilities Annual Report.

Moved By Councillors Kennes and Baker

THAT: Council receive for information the 2018 Annual Reports for the Strathroy and Mount Brydges Wastewater Treatment Facilities. **Carried.**

9.4. Financial Services – Councillor Frank Kennes, Chair

9.4.1. 2018 Remuneration and Expense Report

Bill Dakin, Director of Financial Services presented his report on the 2018 Remuneration and Expense Report for Council members and Boards and Committees.

Moved By Councillors Pelkman and Cowan

THAT: Council receives the 2018 Remuneration and Expense Report for information. **Carried.**

10. Reports from Boards and Committees

- 10.1. Police Services Board Meeting Minutes – January 15, 2019
- 10.2. Police Services Board Activity Reports – January 2019
- 10.3. Committee of Adjustment Meeting Minutes – February 7, 2019
- 10.4. Finance Committee Meeting Minutes – February 28, 2019

Moved By Councillors Kennes and Pelkman

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

11. New Business

12. County Council Report

Mayor Vanderheyden commented that the County of Middlesex presented their budget report last week and more information can be found on their website.

13. Enquiries or Comments by Members

Councillor Cowan invited the community to assist in cleaning up the spring mess.

Councillor Pelkman expressed that he enjoyed reading the 2018 Water Reports and Summaries and is impressed with the high quality of water our municipality has.

Councillor Hipple extended thanks to Directors for taking the time to assist her with questions and concerns. Over the March Break she was excited to see all the activities taking place in the Business Core during that time. She had the pleasure of attending Farmer's Night for the first time and expressed it was a wonderful evening.

Councillor Brennan expressed his thanks to Deputy Mayor Richards for organizing the Bluewater Recycling Facility tour; he felt it was a great opportunity for all of Council to participate in.

Councillor Kennes shared concerns of the determination of Second Street, due to the amount of traffic that repairs should be considered. Mayor Vanderheyden indicated that the County is aware of the issue and we are waiting on a reply back.

Councillor Baker and Councillor Hipple had the opportunity to attend Tampon Tuesday Event and were overwhelmed with the donations made by the community.

Mayor Vanderheyden invited Council members to attend and be a judge at the Thames Valley Science Fair on April 5 & 6, 2019. The Quest Centre Initiative is offering services to communities that would normally be offered in bigger cities. A request for Council to attend and information session to learn more about the services offered.

14. Schedule of Meetings

- Finance Committee – Monday, March 25, 2019 @ 5:00p.m.
- Finance Committee – Thursday, March 28, 2019 @ 5:00 p.m.
- Regular Council Meeting – Monday, April 1, 2019 @ 6:00 p.m.
- Regular Council Meeting – Monday, April 15, 2019 @ 6:00 p.m. (Caradoc Community Centre).
- Regular Council Meeting – Monday, May 6, 2019 @ 6:00 p.m.

15. Adjournment

Moved By Councillors Kennes and Baker

THAT: the meeting adjourn at 7:39 p.m. **Carried.**

Mayor

Clerk