



**MINUTES**  
**MUNICIPALITY OF THAMES CENTRE**  
**REGULAR MEETING**

**April 15, 2024, 5:00 P.M.**  
**Thorndale Lions Community Centre (In-Person and Livestreamed)**  
**265 Upper Queen Street, Thorndale**

Members Present: Mayor McMillan  
Deputy Mayor Smibert  
Councillor Heeman  
Councillor Crockett  
Councillor Lockie

Staff Present: D. Barrick, Chief Administrative Officer  
J. Craven, Director of Public Works  
M. Bancroft, Director of Planning & Development Services  
N. Dorken, Director of Fire & Emergency Services/Fire Chief  
S. MacDonald, Director of Community Services & Facilities  
S. Henshaw, Deputy Clerk  
J. Nethercott, Director of Legislative Services/Clerk  
E. Schinbein, Director of Financial Services/Treasurer

Others Present R. Deitz, Middlesex County IT

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**1. CALL TO ORDER**

Mayor McMillan called the meeting to order at 5:02 p.m.

**2. ADDITIONS TO AGENDA**

No additions to agenda.

**3. APPROVE AGENDA**

**Resolution: 111-2024**

**Moved by:** D. Lockie

**Seconded by:** T. Heeman

**THAT** the April 15, 2024 Regular Council Meeting Agenda be **APPROVED** as circulated.

**Carried.**

**4. DISCLOSURE OF PECUNIARY INTEREST**

The Municipal Conflict of Interest Act requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act.

**5. ANNOUNCEMENTS**

Mayor McMillan announced that Thames Centre's Annual Volunteer Breakfast was held this morning and was a success. She thanked all volunteers who dedicate their time within Thames Centre. She also thanked Steve MacDonald, Director of Community Services & Facilities, and other municipal staff for serving the breakfast, as well as Thorndale Family Restaurant for serving the delicious food.

**6. PRESENTATIONS/DELEGATIONS**

**6.1 Thames Centre Fire Department**

Chief Nick Dorken and District Deputy Chief Robert Kuenzlen to introduce some of the new members of the Thames Centre Fire Department at the Thorndale Station.

Chief Dorken, Deputy District Chief Robert Kuenzlen and Acting Capitan Wes Fox introduced Council to some of the new members of the Thames Centre Fire Department at the Thorndale Station.

The following Firefighters were in attendance:

- Shaun Beirnes
- Kurt Denkers
- Colin Pegg
- Corey Stewart
- Rik VerVoort

**6.2 N. Burwell - Stevenson Children's Camp**

Council received a delegation from Neil Burwell, regarding the upcoming "Holistic Festival" Charity Event at Stevenson Camp on June 15 & 16, 2024 to raise funds for the Stevenson Children's Camp and the importance of supporting youth and mental health.

**7. ADOPTION OF MINUTES**

**7.1 Regular Council Minutes - March 25, 2024**

**Resolution: 112-2024**  
**Moved by:** C. Crockett  
**Seconded by:** D. Lockie

**THAT** the minutes of the Regular Meeting of Council, held on March 25, 2024, **BE APPROVED** as circulated.

**Carried.**

**8. CONSENT AGENDA**

The Director of Public Works provided an update on Consent Agenda Item 8.3 regarding correspondence pieces on Flashing Lights as well as Signage.

**Resolution: 113-2024**  
**Moved by: M. Smibert**  
**Seconded by: C. Crockett**

**THAT** Consent Agenda Items 8.1 through 8.10 **BE RECEIVED** as information.

**Carried.**

- 8.1 Dorchester and Thorndale WWTP - 2023 Annual Reports**
- 8.2 Quarterly Department Reports - January - March 2024**
- 8.3 Middlesex County Council Meeting Highlights - March 26, 2024**
- 8.4 Middlesex County Council Meeting Highlights - April 9, 2024**
- 8.5 Middlesex-London Health Unit - Board of Health Meeting - March 21, 2024**
- 8.6 Township of Adelaide Metcalfe - Request to Increase Tile Drain Loan Limit**
- 8.7 Legislative Review of the Cannabis Act: Final Report of the Expert Panel**
- 8.8 Asphodel Norwood - Public Health Labs**
- 8.9 Prince Edward County - Call to Action for Municipal Accessibility Fund**
- 8.10 Ontario Small Urban Municipalities (OSUM) - 2024 OSUM Conference - May 1-3, 2024**

**9. REPORTS OF DEPARTMENTS**

**9.1 PDS-021-24 - Proposed Parkland Dedication By-law**

The Director of Planning and Development Services presented Report No. PDS-021-24.

Darryl Abbs, of Watson & Associates, was in attendance virtually to answer any questions from Council.

Council inquired about and discussed the following:

- Concern from school boards - does this deter from building schools in Thames Centre
- potential consideration to not force this on school boards and allowing them exemption
- the potential for causing delay's in construction with the requirement for an Memorandum of Understanding for community uses
- supportive of \$10,000 per lot vs. phased in approach
- high density developments/additional units – we need funds to purchase new parkland
- would this fee be applied to oncoming subdivision plan, even phases that haven't been approved?
- some draft subdivisions are lacking parkland/green spaces - what does this look like

The Director of Planning and Development Services answered Council's questions.

Mr. Abbs of Watson & Associates answered Council's questions.

**Resolution: 114-2024**  
**Moved by:** M. Smibert  
**Seconded by:** T. Heeman

**THAT** Report No. PDS-021-24 **BE RECIEVED** for information.

**AND THAT** the attached draft parkland dedication by-law **BE APPROVED** in principle and that staff be directed to finalize the by-law for Council's consideration at a future meeting subject to the following:

**THAT** the Director of Planning and Development Services **BE APPOINTED** as administrator of the by-law; and

**AND THAT** Fees and Charges By-law No. 119-2023 **BE AMENDED** at a future meeting of Council to require 2% payment-in-lieu of parkland dedication by consent for commercial or industrial purposes based on an appraisal;

**AND THAT** Council **APPROVE** Option 1, \$10,000 per lot with respect to payment-in-lieu (PIL) of parkland dedication by consent for residential purposes.

**Carried.**

**9.2 LS-007-24 - Attendance at Conferences/Conventions, Seminars and Workshops Policy Review**

The Director of Legislative Services/Clerk noted that the reimbursement request has been withdrawn and will no longer be considered by Council and provided clarification it will only be the draft policy being considered with respect to this report.

The Director of Legislative Services/Clerk presented Report No. LS-007-24.

Council inquired about the following:

- Per Diem Rate seems high
- Use of airfare for travel that is greater than 300 km, rail would be more economical.
- Per Diem rate compared to other places of employment

The Director of Legislative Services/Clerk provided clarification on how the Per Diems are calculated.

**Resolution: 115-2024**  
**Moved by:** D. Lockie  
**Seconded by:** T. Heeman

**THAT** Report No. LS-007-24 **BE RECEIVED** for information;

**AND THAT** Council **APPROVE** the Draft "Attendance at Conferences/Conventions, Seminars and Workshops," be amended to set the per diem rate at \$100 and to amend airfare to economy rail and staff **BE DIRECTED** to bring forward an implementing By-Law at a future meeting of Council.

**Defeated.**

After some discussion, Council provided direction to staff to keep the same per diem amount as proposed, but to amend airfare to economy rail fare.

**Resolution: 116-2024**  
**Moved by:** C. Crockett  
**Seconded by:** T. Heeman

**THAT** Report No. LS-007-24 **BE RECEIVED** for information;

**AND THAT** Council **APPROVE** the Draft “Attendance at Conferences/Conventions, Seminars and Workshops,” be amended as directed and staff **BE DIRECTED** to bring forward an implementing By-Law at a future meeting of Council.

**Carried.**

## **10. REPORTS OF COMMITTEES**

**Resolution: 117-2024**  
**Moved by:** C. Crockett  
**Seconded by:** D. Lockie

**THAT** Reports of Committees Agenda Items 10.1 through 10.3 **BE APPROVED** as presented.

**Carried.**

### **10.1 Environmental Advisory Committee Special Meeting Minutes - March 20, 2024**

**Moved by:** T. Heeman  
**Seconded by:** P. Kemp

**THAT** staff be requested to prepare a survey for public feedback for initiatives with respect to different areas of municipal competency in advance of the Green Town Hall meetings.

**Carried.**

**Moved by:** T. Heeman  
**Seconded by:** P. Kemp

**THAT** the resolution number EAC-014-2024 **BE RESCINDED**;  
**AND THAT** two (2) Green Town Halls be scheduled, with one being hosted in Dorchester and the other in Thorndale;  
**AND THAT** the scheduling of dates and meeting rooms be subject to staff selection.

**Carried.**

### **10.2 Local School Advisory Committee Meeting Minutes - March 20, 2024**

### **10.3 Thames Centre Special Events Committee Minutes - April 10, 2024**

**Moved by:** K. Carter  
**Seconded by:** N. Abra

**THAT** Report No. C-TCSEC-004-2024 **BE RECEIVED** for information;

**AND THAT** the Corn Fest vendor market hours be as follows:

- Friday, September 6, 2024 from 6:00 p.m. – 9:00 p.m.

- Saturday, September 7, 2024 from 9:00 a.m. – 4:00 p.m.;

**AND THAT** the Corn Fest hours be as follows:

- Friday, September 6, 2024 from 6:00 p.m. – 10:00 p.m.
- Saturday, September 7, 2024 from 9:00 a.m. – 10:00 p.m.;

**AND THAT** the Corn Fest Logo **BE RECEIVED** by the committee, as amended to replace the word "Vendor" with "Market", and if possible to include wording that it is a licensed event;

**AND THAT** staff be directed to use the same BridgeFest Application for Corn Fest; as amended to include wording that there is no option for vendors to apply for just 1-day, and to implement a fee of \$100.00 for vendors for the 2-day event and to eliminate resident vs. non-resident fees.

**Carried.**

**Moved by:** M. Mundy

**Seconded by:** K. Carter

**THAT** Report No. C-TCSEC-005-2024 be received for information;

**AND THAT** the timing of the Canada Day Celebrations be scheduled as follows:

- Sunday, June 30, 2024 from 2:00 p.m. – 10:00 p.m.
- Monday, July 1, 2024 from 12:00 p.m. – 10:00 p.m.

**Carried.**

## **11. MAYOR'S REPORT/COUNTY COUNCIL REPORT**

### **11.1 Mayor's Report - #3**

Mayor McMillan provided an update on activities since her last report on March 11, 2024.

Mayor McMillan announced details of upcoming Mini Town Hall Meetings.

## **12. UNFINISHED BUSINESS**

No items.

## **13. NOTICE OF MOTION**

No items.

## **14. NEW BUSINESS**

No items.

## **15. BY-LAWS**

**Resolution: 118-2024**

**Moved by:** T. Heeman

**Seconded by:** M. Smibert

**THAT** By-laws 25-2024 and 26-2024 be **ADOPTED** as presented.

**Carried.**

**15.1 By-law 25-2024 - Zoning By-law Amendment**

Being a By-law to amend the Comprehensive Zoning By-law 75-2006 for lands located at 24089 Wellburn Road

**15.2 By-law 26-2024 - Zoning By-law Amendment**

Being a By-law to amend the Comprehensive Zoning By-law 75-2006 for lands located at 246 North Street, Dorchester (246 North Inc.)

**16. CLOSED SESSION**

**Resolution: 119-2024**

**Moved by:** D. Lockie

**Seconded by:** C. Crockett

**RESOLVED THAT** Council **ADJOURN** to closed session at 5:55 p.m. pursuant to Section 239(2) (k) of the *Municipal Act, 2001* in order for Council to consider a position, plan, procedure, criteria or instruction to be applied to negotiations carried on or to be carried on by or on behalf of the municipality or local board.

**Carried.**

**17. RISE AND REPORT**

Mayor McMillan reported out of Closed at 6:26 p.m. that during closed session, Council considered information regarding a position, plan, procedure, criteria or instruction to be applied to negotiations carried on or to be carried on by or on behalf of the municipality or local board.

**Resolution: 120-2024**

**Moved by:** T. Heeman

**Seconded by:** D. Lockie

**THAT** Council direct staff to enter into negotiations for 12 month period with the Boys and Girls club of London and the Playroom Experiment.

**Carried.**

**18. CONFIRMATORY BY-LAW**

**18.1 By-law 27-2024 - Confirmatory By-law**

Being a By-law to adopt, confirm and ratify matters dealt with by resolution of the Municipality of Thames Centre

**Resolution: 121-2024**

**Moved by:** M. Smibert

**Seconded by:** T. Heeman

**THAT** By-law 27-2024, being the Confirmatory By-law, be **APPROVED**.

**Carried.**

**19. MEETING SCHEDULE**

Monday, April 29, 2024 at 5:00 p.m.

Monday, May 13, 2024 at 5:00 p.m.

**20. ADJOURNMENT**

**Resolution: 122-2024**

**Moved by:** D. Lockie

**Seconded by:** M. Smibert

**RESOLVED THAT** the meeting **ADJOURN** at 6:29 p.m.

**Carried.**

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S. McMillan, Mayor

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J. Nethercott, Clerk