



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

**February 24, 2025, 5:00 P.M.**  
**Hybrid Council Meeting (Virtual and In-Person)**  
**Municipal Office - Council Chambers**  
**4305 Hamilton Road Dorchester, ON**

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

Members Absent: Mayor McMillan

Staff Present: D. Barrick, Chief Administrative Officer  
J. Craven, Director of Public Works  
N. Dorken, Director of Fire & Emergency Services/Fire Chief  
S. MacDonald, Director of Community Services & Facilities  
J. Nethercott, Director of Legislative Services/Clerk  
A. Storrey, Director of Planning and Development Services  
C. D'Angelo, Director of Financial Services/Treasurer  
M. Ramnanan, Communications Manager  
S. Henshaw, Deputy Clerk  
E. Besch, Planner, Middlesex County

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**1. Call to Order**

Deputy Mayor Smibert called the meeting to order at 5:00 p.m.

**2. Additions to Agenda**

There were no additions to the agenda.

**3. Approval of Agenda**

**Resolution: 51-2025**

**Moved by: T. Heeman**

**Seconded by: C. Crockett**

**THAT** the February 24, 2025 Regular Council Meeting Agenda **BE APPROVED** as circulated.

**Carried.**

**4. Disclosure of Pecuniary Interest**

There were no disclosures of pecuniary interest.

**5. Announcements**

There were no announcements.

**6. Presentations/Delegations**

No items.

**7. Public Meeting - Planning**

**Resolution: 52-2025**

**Moved by:** C. Crockett

**Seconded by:** T. Heeman

**THAT** Council **ADJOURN** its regular meeting at 5:01 p.m. and move into Public Meetings pursuant to the *Planning Act*, to consider applications listed on the February 24, 2025 Regular Council Agenda.

**Carried.**

**7.1 Consent Application B18-24 and Zoning By-law Amendment Application Z21-24 (Adam Chapeskie and Henry Chapeskie, Applicant; Stewart Findlater, Agent) - 21005 Fairview Road**

E. Besch, Planner, presented Report No. PDS-010-25.

The Planner advised that comments received from circulated agencies and staff at the time of the writing of the report have been summarized in the planning report. There were no comments received from the public.

Stewart Findlater, Agent, was in attendance and provided additional information.

Gary Flutters of 21286 Fairview Road was in attendance and provided additional information.

There were no members of the public in attendance.

Council discussed the impacts of farming on personal water supplies.

**Resolution: 53-2025**

**Moved by:** T. Heeman

**Seconded by:** C. Crockett

**THAT** Application for Consent B18-24 requested by Adam Chapeskie & Henry Chapeskie to sever a parcel of land having a frontage of approximately 128 metres (419.9 ft) along Fairview Road and an area of approximately 1.2 hectares (2.9 ac) to facilitate the disposal of a residence surplus to a farming operation as a result of farm consolidation for lands legally described as Part of Lot 9, Concession 3 (geographic Township of West Nissouri), Municipality of Thames Centre, and known municipally as 21005 Fairview Road be approved, subject to the following conditions:

1. That the Certificate of Consent under Section 53(42) of the Planning Act be given within two years of the date of the notice of the decision. The request for the Certificate of Consent shall be accompanied by a written submission that details how each of the conditions of consent has been fulfilled and the required fee.

2. That the applicant obtains a rezoning approval to prohibit any new residential use on the lands to be retained being the remnant farm parcel.
3. That all applicable property taxes, municipal fees and charges be paid to the Municipality.
4. That all outstanding work orders or by-law enforcement issues be resolved to the satisfaction of the Chief Building Official.
5. That the proponent provide evidence from an Ontario Land Surveyor which confirms that all structures will be compliant with applicable zoning by-law provisions on the lands to be severed.
6. That the proponent provide evidence from an Ontario Land Surveyor which confirms that the existing onsite sewage system and well are wholly contained and compliant with applicable setbacks from property line, as required by the Ontario Building Code, on the lands to be severed.
7. That the proponent obtain a road entrance permit from the applicable road authority and construct an entrance to the satisfaction of the applicable authority.
8. That the proponent request from the Chief Building Official the assignment of a new municipal 911 address and pay all applicable fees associated with the new sign and post.
9. That the necessary deeds, transfers and charges for certificates and /or instruments necessary for registration be submitted electronically to the Municipality, all of which are to be fully executed.
10. That an electronic version of a deposited reference plan be submitted to legally describe the lands affected and in general conformity with this decision, all to the satisfaction of the Municipality.

## **REASONS**

- The application is consistent with the Provincial Planning Statement.
- Conformity with the County Official Plan and Municipal Official Plan would be maintained.
- The requirements of the Zoning By-Law are capable of being satisfied through the requested rezoning.

**Carried.**

**Resolution: 54-2025**

**Moved by:** T. Heeman

**Seconded by:** C. Crockett

**THAT** Application for Zoning By-law Amendment Z21-24 requested by Adam Chapeskie & Henry Chapeskie for lands legally described as Part of Lot 9, Concession 3 (geographic Township of West Nissouri), Municipality of Thames Centre, and known municipally as 21005 Fairview Road be

**APPROVED;**

**AND THAT** the implementing by-law be introduced in the by-law portion of the agenda.

**Carried.**

**7.2 Zoning By-law Amendment Application Z18-24 (Brantam Excavating Inc., Applicant; Jeff Fisher, Agent) - 428 Richmond Street**

E. Besch, Planner, presented Report No. PDS-008-25.

The Planner advised that comments received from circulated agencies and staff at the time of the writing of the report have been summarized in the planning report. There were no comments received from the public.

Jeff Fisher, Agent, was in attendance and had no additional information to provide.

There were no members of the public in attendance.

There were no questions from Council.

**Resolution: 55-2025**

**Moved by:** C. Crockett

**Seconded by:** T. Heeman

**THAT** Application for Zoning By-law Amendment Z18-24 as requested by Brantam Excavating Inc. to rezone the subject property from the Agricultural (A) Zone to a site-specific Agricultural (A-67) Zone to permit an Additional Residential Unit (ARU) as a permitted use, in addition to all other uses permitted in the parent Agricultural (A) Zone for lands legally described as Part of Lots 10, Concession 1, (geographic Township of North Dorchester), Municipality of Thames Centre be **APPROVED**;

**AND THAT** the implementing by-law be introduced in the by-law portion of the agenda.

**Carried.**

**7.3 Zoning By-law Amendment Application Z19-24 (Shogun Maitake Odaira Enterprises Ltd., Applicant; Stewart Findlater, Findlater & Associates Inc., Agent) - 4823 Dundas Street**

E. Besch, Planner, presented Report No. PDS-009-25.

The Planner advised that comments received from circulated agencies and staff at the time of the writing of the report have been summarized in the planning report. There were no comments received from the public.

Stewart Findlater, Agent, was in attendance and had no additional information to provide.

There were no members of the public in attendance.

There were no questions from Council.

**Resolution: 56-2025**

**Moved by:** D. Lockie

**Seconded by:** C. Crockett

**THAT** Application for Zoning By-law Amendment Z19-24 as requested by Shogun Maitake Odaira Enterprises Ltd. to allow a 'personal service establishment' and a 'retail store' as additional permitted uses under the existing site-specific Agricultural Commercial (AGC-1) Zone for lands

legally described as Part of Lot 9, Concession 1, NRT (geographic Township of North Dorchester), Municipality of Thames Centre be **APPROVED**;

**AND THAT** the implementing by-law be introduced in the by-law portion of the agenda.

**Carried.**

**7.4 Close Public Meetings**

**Resolution: 57-2025**

**Moved by:** D. Lockie

**Seconded by:** T. Heeman

**THAT** the Planning Public Meetings **ADJOURN** at 5:30 p.m. and Council **RECONVENE** its Regular Meeting.

**Carried.**

**8. Approval of Previous Minutes**

**Resolution: 58-2025**

**Moved by:** T. Heeman

**Seconded by:** D. Lockie

**THAT** the minutes of the Regular Meeting of Council, held on February 10, 2025, **BE APPROVED** as circulated.

**Carried.**

**9. Consent Agenda**

**9.2 Middlesex County Council Meeting Highlights - February 11, 2025**

**9.3 Middlesex County - Notice of Intention to Pass a By-Law to Adopt 2025 Budget**

**Resolution: 59-2025**

**Moved by:** C. Crockett

**Seconded by:** D. Lockie

**THAT** Consent Agenda Items 9.2 and 9.3 **BE RECEIVED** for information.

**Carried.**

**9.1 Letters from the Mayor - Funding Request for Expansion at West Nissouri Public School**

**Resolution: 60-2025**

**Moved by:** T. Heeman

**Seconded by:** C. Crockett

**THAT** Consent Agenda Item 9.1 **BE RECEIVED** for information.

**Carried.**

**10. Reports of Departments**

**10.1 2024 Drinking Water Systems Annual Reports**

**Resolution: 61-2025**

**Moved by: D. Lockie**

**Seconded by: T. Heeman**

**THAT** Report No. PW-ES-001-25 **BE RECEIVED** for information.

**Carried.**

**11. Reports of Committees**

**11.1 Thames Centre Sports Wall of Fame Committee Meeting Minutes - February 11, 2025**

**Moved by: J. Maudsley**

**Seconded by: D. Robinson**

**THAT** the Thames Centre Sports Wall of Fame Committee **DECLINE** the nomination received for the 2025 Sports Wall of Fame.

**Carried.**

**Resolution: 62-2025**

**Moved by: T. Heeman**

**Seconded by: D. Lockie**

**THAT** Reports of Committees Agenda Item 11.1 **BE APPROVED** as presented.

**Carried.**

**11.2 Thames Centre Special Events Committee Meeting Minutes - February 12, 2025**

**Moved by: J. Kraft**

**Seconded by: K. Carter**

**THAT** Canada Day events **BE SCHEDULED** for Monday, June 20, 2025 for fireworks and Tuesday, July 1, 2025;

**AND THAT** CornFest **BE SCHEDULED** for Saturday, September 6, 2025;

**AND THAT** the Festival of Lights **BE SCHEDULED** for Friday, November 21, 2025;

**AND THAT** the New Years Eve event **BE SCHEDULED** for Wednesday, December 31, 2025;

**AND THAT** the scheduling of the two (2) Movie Nights **BE DETERMINED BY STAFF**, once the 2025 sports schedules are finalized;

**AND THAT** the following meeting dates and times **NOT BE SCHEDULED**; noting the Chair can call additional meetings at any time; March 12, 2025, April 16, 2025, July 9, 2025, September 10, 2025, November 12, 2025.

**Carried.**

**Moved by:** M. Murray  
**Seconded by:** K. Carter

**THAT** the Thames Centre Special Events Committee discussed potentially creating a Monster Walk event in Thames Centre, where young children could trick or treat at participating local businesses on a set date;

**AND THAT** the Thames Centre Special Events Committee **RECOMMEND** that the Economic Development Advisory Committee discuss the feasibility of this Monster Walk Event.

**Carried.**

**Resolution: 63-2025**

**Moved by:** C. Crockett  
**Seconded by:** D. Lockie

**THAT** Reports of Committees Agenda Item 11.2 **BE APPROVED** as presented.

**Carried.**

**12. Unfinished Business**

No items.

**13. Notice of Motion**

**Resolution: 64-2025**

**Moved by:** T. Heeman  
**Seconded by:** D. Lockie

**WHEREAS** Thames Centre is comprised of two growing urban centres;

**AND WHEREAS** side walk maintenance is essential for safe passage of youth and seniors;

**AND WHEREAS** Thames Centre currently shares one sidewalk plow;

**AND WHEREAS** historically sidewalk plowing was done by two separate side walk contractors and separate plow operators;

**AND WHEREAS** dedicated plows offers logistics and service benefits;

**NOW THEREFORE BE IT RESOLVED THAT** Council direct staff to prepare a report on options to incorporate a second sidewalk clearing vehicle with salt and sanding capacity, and present budget options concurrent with the 2026 Budget Cycle.

**Carried.**

**Resolution: 65-2025**

**Moved by:** C. Crockett  
**Seconded by:** T. Heeman

**WHEREAS** rural property owners face challenges in understanding the available options for secondary dwellings, including Additional Residential Units (ARUs) and severance policies;

**AND WHEREAS** there is a need for clear and accessible guidance to support rural residents in sustaining future generations and maintaining family farms;

**AND WHEREAS** Middlesex County is undertaking an Official Plan review, which presents an opportunity to align local policies with broader planning frameworks;

**NOW THEREFORE BE IT RESOLVED THAT** staff be **DIRECTED** to compile a summary of secondary dwelling options for rural properties, including but not limited to ARUs, severance, and other relevant pathways, and **THAT** this summary:

1. Outline ARU size requirements and permitted range;
2. Detail parameters for severance or excess dwelling considerations for farm operations; and
3. Align with ongoing work related to the Middlesex County Official Plan review.

**Carried.**

**14. New Business**

No items.

**15. By-laws**

**15.1 By-law 19-2025 - Zoning By-law Amendment (21005 Fairview Road)**

Being a By-law to amend By-law No. 75-2006, as amended, insofar as it relates to the lands located at Part of Lot 9, Concession 3 (geographic Township of West Nissouri), Municipality of Thames Centre, in the County of Middlesex.

**15.2 By-law 20-2025 - Zoning By-law Amendment (428 Richmond Street)**

Being a By-law to amend By-law No. 75-2006, as amended, insofar as it relates to the lands located at Part of Lot 10, Concession 1, NRT (geographic Township of North Dorchester), Municipality of Thames Centre, in the County of Middlesex.

**15.3 By-law 21-2025 - Zoning By-law Amendment (4823 Dundas Street)**

Being a By-law to amend By-law No. 75-2006, as amended, insofar as it relates to the lands located at Part of Lot 9, Concession 1, NRT (geographic Township of North Dorchester), Municipality of Thames Centre, in the County of Middlesex.

**Resolution: 66-2025**

**Moved by:** T. Heeman

**Seconded by:** C. Crockett

**THAT** By-law 19-2025, as amended with the replaced Schedule "A", be read a first, second and third and final time and **BE ADOPTED**;

**AND THAT** By-laws 20-2025 and 21-2025 be read a first, second and third and final time and **BE ADOPTED**.

**Carried.**



**16. Closed Session**

**Resolution: 67-2025**

**Moved by:** C. Crockett

**Seconded by:** D. Lockie

**RESOLVED THAT** Council **ADJOURN** to Closed Session at 5:42 p.m. pursuant to Section 239(2) of the *Municipal Act*, in order to consider "(b) personal matters about an identifiable individual, including municipal or local board employees" in order to review the Community Grant Applications received.

**Carried.**

**17. Rise and Report**

**Resolution: 68-2025**

**Moved by:** C. Crockett

**Seconded by:** T. Heeman

**THAT** Council **APPROVE** the following 2025 Community Grants to be awarded:

- Boys & Girls Club - \$5,000
- Dorchester Dream Park Committee - \$1,500
- Dorchester Ringette Association - \$3,000
- Dorchester Soccer Club - \$2,330
- Lord Dorchester Secondary School (LDSS) Graduation Awards - \$600
- Lord Dorchester Secondary School (LDSS) Robotics Program - \$3,000
- North Dorchester Agricultural Society - \$1,640
- Thames Centre Minor Soccer - \$1,500
- Thorndale Agricultural Society - \$6,000
- Thorndale Horticultural Society - \$2,700
- Thorndale Lions Club - \$6,000;
- West Nissouri Seniors Complex - \$5,000;

**AND THAT** \$5,000 be **APPROVED** from the "Council Initiatives" Budget Line for the Abandoned Cemeteries.

**Carried.**

**18. Confirmatory By-law**

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

**Resolution: 69-2025**

**Moved by:** T. Heeman

**Seconded by:** C. Crockett

**THAT** By-law 22-2025, being the Confirmatory By-law, be read a first, second and third and final time and **BE ADOPTED**.

**Carried.**

**19. Meeting Schedule**

Monday, March 10, 2025 at 5:00 p.m.

Monday, March 24, 2025 at 5:00 p.m.

Monday, April 7, 2025 at 5:00 p.m. (*Thorndale Lions Community Centre, 265 Upper Queen Street, Thorndale*)

**20. Adjournment**

**Resolution: 70-2025**

**Moved by:** T. Heeman

**Seconded by:** D. Lockie

**RESOLVED THAT** the Regular Council Meeting **ADJOURN** at 6:09 p.m.

**Carried.**

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M. Smibert, Deputy Mayor

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J. Nethercott, Clerk