



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

**October 30, 2023, 5:00 P.M.**  
**Municipal Office - Council Chambers**  
**4305 Hamilton Road, Dorchester, ON**

Members Present: Mayor McMillan  
Deputy Mayor Smibert  
Councillor Heeman  
Councillor Crockett (*arrived 5:31 p.m.*)

Members Absent: 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, Interim Clerk  
J. Nethercott, Interim Deputy Clerk  
T. Pitt, Drainage Superintendent  
A. Kertesz, Planner

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**1. CALL TO ORDER**

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

**2. ADDITIONS TO AGENDA**

The Interim Clerk advised the agenda was amended to include the Strategic Plan Presentation attachment from Ken Hewitt (Agenda Item 5.1).

Councillor Heeman advised he would be putting forth a new item under New Business (Agenda Item 14).

**3. DISCLOSURE OF PECUNIARY INTEREST**

There were no disclosures of pecuniary interest.

**4. ANNOUNCEMENTS**

Mayor McMillan congratulated Nick Dorken, Director of Fire and Emergency Services/Fire Chief, and his dance partner, Michelle Marko from Middlesex-London Paramedic Service, on their win at the Ontario Provincial Police Association's Dancing With The Stars of 911.

Mayor McMillan advised that CN Rail has repaired the Highway 73 rail crossing.

## 5. PRESENTATIONS/DELEGATIONS

### 5.1 Strategic Plan - Developing Strategic Priorities for Municipal Council

Ken Hewitt, of Ken Hewitt Consulting, was in attendance to provide a presentation to Council regarding the Strategic Plan and Developing Strategic Priorities for Municipal Council.

**Resolution: 326-2023**

**Moved by:** T. Heeman

**Seconded by:** C. Crockett

**THAT** the Strategic Plan - Developing Strategic Priorities for Municipal Council, as presented by Ken Hewitt of Ken Hewitt Consulting, be received for information.

**Carried.**

## 6. REPORTS OF DEPARTMENTS

### 6.1 FCEAC-003-23 - Donor and Sponsor Recognition Program

**Resolution: 327-2023**

**Moved by:** M. Smibert

**Seconded by:** T. Heeman

**THAT** Report No. FCEAC-003-23 be received for information;  
**AND THAT** Council approves the proposed Donor and Sponsor Recognition Program for the FlightExec Centre Expansion Project, as outlined in this report.

**Carried.**

## 7. PUBLIC MEETING - DRAINAGE

### 7.1 Meeting to Consider - Op Den Kelder - Paton Drain 2023

Mike Devos, Engineer, was in attendance and provided an overview of the work required, by presenting the Engineering Report for the Op Den Kelder-Paton Drain, 2023, dated August 16, 2023

There were no questions from any affected landowners.

There were no additions or removal of names to the petition.

There were no questions or comments from Members of Council.

**Resolution: 328-2023**

**Moved by:** T. Heeman

**Seconded by:** C. Crockett

**THAT** Report No. Report No. DR-017-23 prepared by the Drainage Superintendent, dated October 30, 2023, concerning a meeting to consider the Op Den Kelder – Paton Drain 2023, be received for information;

**AND THAT** the Drainage Report for the Op Den Kelder – Paton Drain 2023, as prepared by Spriet Associates, dated April 28, 2023, be received, and adopted;

**AND THAT** Councillor Heeman, Deputy Mayor Smibert and Councillor Crockett be appointed to sit as members of the Court of Revision for the

Op Den Kelder – Paton Drain 2023, with Deputy Mayor Smibert being the Chair;  
**AND THAT** the first sitting of the Court of Revision on behalf of the Op Den Kelder – Paton Drain 2023, be scheduled to be held on November 27, 2023.

**Carried.**

## **8. PUBLIC MEETING - PLANNING**

**Resolution: 329-2023**

**Moved by:** T. Heeman

**Seconded by:** M. Smibert

**THAT** Council adjourn its regular meeting at 5:47 p.m. and move into Public Meetings pursuant to the *Planning Act*, to consider applications listed on the October 30, 2023 Council Agenda.

**Carried.**

### **8.1 Consent Application B18-23 (Paul Andrew Shackleton, Applicant; Paul Randhawa, Agent) - 1263 Harrietsville Drive & 5824 Dorchester Road**

The Director of Planning & Development Services presented Report No. PDS-065-23

The Director of Planning & Development Services 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.

Paul Randhawa, Agent, was in attendance and had no additional information.

There were no members of the public in attendance.

There were no questions from Council.

**Resolution: 330-2023**

**Moved by:** T. Heeman

**Seconded by:** M. Smibert

**THAT** Application for Consent B18-23 requested by Paul Randhawa on behalf of Paul Andrew Shackleton, to facilitate the conveyance of a farm with the lot to be severed having an area of approximately 41 hectares, for lands legally described as Part of Lot 18, Concession 6, SRT (geographic Township of North Dorchester), Municipality of Thames Centre and known municipally as 1263 Harrietsville Drive and 5824 Dorchester 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 for each consent. 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 fee of \$250.
2. That all applicable property taxes, municipal fees and charges be paid to the Municipality.

3. That all outstanding work orders or by-law enforcement issues be resolved to the satisfaction of the Chief Building Official.
4. That the necessary deeds, transfers and charges for certificates and /or instruments necessary for registration be submitted electronically prior to certification, all of which are to be fully executed.
5. That an electronic version of a deposited reference plan be submitted to legally describe the lands affected if required and in general conformity with this decision, all to the satisfaction of the Municipality.

**REASONS**

- The application is consistent with the Provincial Policy Statement.
- Conformity with the County Official Plan and Municipal Official Plan would be maintained.
- The requirements of the Zoning By-Law would be met satisfied.
- The matters set out in Section 51(24) of the Planning Act would be satisfied.

**Carried.**

**8.2 Consent Applications B19-23 & B20-23 (Civic Planning Solutions Inc. c/o David Roe, Agent) - 4386 Westchester Bourne & 4404 Westchester Bourne**

The Director of Planning & Development Services presented Report No. PDS-066-23.

The Director of Planning & Development Services 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.

David Roe, Agent, was in attendance and provided additional information.

There were no members of the public in attendance.

The Director of Planning & Development Services answered a question from Council.

**Resolution: 331-2023**

**Moved by:** M. Smibert

**Seconded by:** C. Crockett

**THAT** Application for Consent B19-23 requested by Civic Planning Solutions Inc. c/o David Roe on behalf of Stephen and Joanna Anjema to formally recognize an existing shared driveway by conveying a parcel of land to establish a right-of-way easement having a width of approximately 5.6 metres along Westchester Bourne (County Road 74) and an area of approximately 61.5 square metres in favour of the abutting property to the south known municipally as 4404 Westchester Bourne from a property legally described as Part of Lot 24, Concession 3, SRT (geographic Township of North Dorchester), Municipality of Thames Centre, designated as Part 1 on Plan 33R-3496 and known municipally as 4386 Westchester Bourne, 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 for each consent. 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 fee of \$250.
2. That the owner dedicate lands up to 18 metres from the centreline of construction of County Road 74 (Westchester Bourne) across the lands to be conveyed and the lands to be retained to the County of Middlesex for the purposes of road widening if the right-of-way is not already to that width.
3. That the necessary deeds, transfers and charges for certificates and /or instruments necessary for registration be submitted electronically prior to certification, all of which are to be fully executed.
4. 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 Policy Statement.
- Conformity with the County Official Plan and Municipal Official Plan would be maintained.
- The matters set out in Section 51(24) of the Planning Act would be satisfied.

**Carried.**

**Resolution: 332-2023**

**Moved by:** C. Crockett

**Seconded by:** M. Smibert

**THAT** Application for Consent B20-23 requested by Civic Planning Solutions Inc. c/o David Roe on behalf of Danny and Anne Jeffery to formally recognize an existing shared driveway by conveying a parcel of land to establish a right-of-way easement having a width of approximately 5.5 metres along Westchester Bourne (County Road 74) and an area of approximately 52.7 square metres in favour of the abutting property to the north known municipally as 4386 Westchester Bourne from a property legally described as Part of Lot 24, Concession 3, SRT (geographic Township of North Dorchester), Municipality of Thames Centre and known municipally as 4404 Westchester Bourne, 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 for each consent. 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 fee of \$250.
2. That the owner dedicate lands up to 18 metres from the centreline of construction of County Road 74 (Westchester Bourne) across the

lands to be conveyed and the lands to be retained to the County of Middlesex for the purposes of road widening if the right-of-way is not already to that width.

3. That the necessary deeds, transfers and charges for certificates and /or instruments necessary for registration be submitted electronically prior to certification, all of which are to be fully executed.
4. 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 Policy Statement.
- Conformity with the County Official Plan and Municipal Official Plan would be maintained.
- The matters set out in Section 51(24) of the Planning Act would be satisfied.

**Carried.**

### **8.3 Consent Application B17-23 & Zoning By-law Amendment Application Z27-23 (Ron and Charles Pickel Farms, Applicant; Scott Lobb & Carrie Mills, Agent) - 23976 Heritage Road**

The Planner presented Report No. PDS-064-23.

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.

Scott Lobb and Carrie Miles, Agents, were in attendance and had no additional information.

There were no members of the public in attendance.

There were no questions from Council.

**Resolution: 333-2023**

**Moved by:** T. Heeman

**Seconded by:** M. Smibert

**THAT** Application for Consent B17-23 requested by Scott Lobb and Carrie Mills on behalf of Ron and Charles Pickel Farms, to facilitate the disposal of a dwelling surplus to a farming operation as a result of farm consolidation with the lands to be severed having an area of approximately 0.93 hectares, for lands legally described as Part of Lot 33, Concession 5 (geographic Township of West Nissouri), Municipality of Thames Centre and known municipally as 23976 Heritage 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 for each consent. 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 fee of \$250.

2. That the applicant be required to obtain a rezoning to prohibit any new residential use on the balance of the farm.
3. That all applicable property taxes, municipal fees and charges be paid to the Municipality prior to the stamping of the deeds.
4. That all outstanding work orders or by-law enforcement issues be resolved to the satisfaction of the Chief Building Official.
5. That the applicant provide a Surveyor's Real Property Report for the proposed residential lot which includes the location of buildings and structures, the potable well and the septic system to ensure compliance with setback requirements to the satisfaction of the Chief Building Official.
6. That the necessary deeds, transfers and charges for certificates and /or instruments necessary for registration be submitted electronically prior to certification, all of which are to be fully executed.
7. 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 Policy Statement.
- Conformity with the County Official Plan and Municipal Official Plan would be maintained.
- The requirements of the Zoning By-Law would be met through an approved Zoning By-law Amendment.
- The matters set out in Section 51(24) of the Planning Act would be satisfied.

**Carried.**

**Resolution: 334-2023**

**Moved by:** T. Heeman

**Seconded by:** M. Smibert

**THAT** Application for Zoning By-law Amendment Z27-23 requested by Scott Lobb and Carrie Mills on behalf of Ron and Charles Pickel Farms, for lands legally described as Part of Lot 33, Concession 5 (geographic Township of West Nissouri), Municipality of Thames Centre and known municipally as 23976 Heritage Road, be approved in principle and that the Director of Planning and Development Services be directed to prepare the necessary Zoning By-law Amendment for Council's consideration at the next regular Council meeting.

**Carried.**

#### **8.4 Zoning By-law Amendment Application Z25-23 (Mark Benoit and Jennifer Benoit, Applicant) - 6207 Trafalgar Street**

The Director of Planning & Development Services presented Report No. PDS-062-23.

The Director of Planning & Development Services 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.

The Applicants were not in attendance.

There were no members of the public in attendance.

There were no questions from Council.

**Resolution: 335-2023**

**Moved by:** C. Crockett

**Seconded by:** T. Heeman

**THAT** Zoning By-law Amendment application Z25-23 filed by Mark Benoit and Jennifer Benoit for lands legally described as Part of Lot 16, Concession 2, NRT (geographic Township of North Dorchester), Municipality of Thames Centre be approved in principle and that the Director of Planning and Development Services be directed to bring forward the implementing by-law for Council's consideration at the next regular meeting.

**Carried.**

**8.5 Zoning By-law Amendment Application Z26-23 (One School Global c/o Bob Mooney, Applicant; Stewart Findlater, Agent) - 4189 Mossley Road**

The Director of Planning & Development Services presented Report No. PDS-067-23.

The Director of Planning & Development Services 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.

Dan Smith, on behalf of Findlater & Associates, Agent, was in attendance and provided additional information.

There were no members of the public in attendance.

There were no questions from Council.

**Resolution: 336-2023**

**Moved by:** M. Smibert

**Seconded by:** C. Crockett

**THAT** Application for Zoning By-law Amendment Z26-23 submitted by Stewart Findlater on behalf of One School Global c/o Bob Mooney with respect to lands known municipally as 4189 Mossley Drive and legally described as Part of Lot 4, Concession 3, SRT (geographic Township of North Dorchester), Municipality of Thames Centre, be approved in principle and that the Director of Planning and Development Services be directed to prepare the necessary Zoning By-law Amendment for Council's consideration at the next regular meeting.

**Carried.**

**8.6 Zoning By-law Amendment Application Z29-23 (M & C Bontje Ltd (Michael and Cornelia Bontje), Applicant) - 16760 Wyton Drive**

The Planner presented Report No. PDS-063-23.



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.

Michael and Cornelia Bontje, Applicants, were in attendance and provided additional information.

There were no members of the public in attendance.

There were no questions from Council.

**Resolution: 337-2023**

**Moved by:** T. Heeman

**Seconded by:** M. Smibert

**THAT** the Application for a Temporary Use / Zoning By-law Amendment (Z29-23) filed by M & C Bontje Ltd. (Michael and Connie Bontje) for lands known municipally as 16760 Wyton Drive and legally described as Part of Lot 11, East Side of Railway, Concession 2 (geographic Township of West Nissouri) and designated as Part 1 on Reference Plan 33R-21600, be approved in principle subject to a maximum of three (3) years, provided the attached agreement is executed incorporating such further restrictions, terms and conditions as may be deemed necessary by the Municipality; and that the implementing Zoning By-law Amendment be passed by Council.

**Carried.**

**Resolution: 338-2023**

**Moved by:** M. Smibert

**Seconded by:** T. Heeman

**THAT** the Planning Public Meetings adjourn at 6:28 p.m. in order to sit as Committee of Adjustment under the *Planning Act*, to consider the application listed on the October 30, 2023 Council agenda.

**Carried.**

## **9. COMMITTEE OF ADJUSTMENT**

### **9.1 Minor Variance Application A9-23 (Elston Incorporated (c/o Michael Elston), Applicant) - 16385 Ebenezer Drive**

The Planner presented Report No. PDS-061-23.

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.

Michael Elston, Applicant, was in attendance and had no additional information to provide.

There were no members of the public in attendance.

There were no questions from Committee Members.

**Resolution: 339-2023**

**Moved by:** T. Heeman

**Seconded by:** M. Smibert

**THAT** Application for Minor Variance A9-23 submitted by Elston Incorporated (c/o Michael Elston) to allow relief from Thames Centre Comprehensive Zoning By-law with respect to the required interior side

yard width of 15 metres under the Agricultural (A) Zone, to facilitate the construction of an agricultural storage building with a reduced interior side yard width of 1.5 metres for a property known municipally as 16385 Ebenezer Drive, be approved subject to the following condition:

1. That the applicant demonstrate a setback of not less than 5.0 metres between the proposed agricultural storage building and the septic tank along with the distribution piping of the adjacent on-site sewage system leaching bed to the satisfaction of the Chief Building Official.

#### **REASONS**

- The general intent and purpose of the Official Plan would be maintained;
- The general intent and purpose of the Zoning By-law would be maintained;
- The effects of the variance are considered minor in nature; and
- The variance is desirable for the appropriate use and development of the land.

**Carried.**

**Resolution: 340-2023**

**Moved by:** M. Smibert

**Seconded by:** C. Crockett

**THAT** the Committee of Adjustment adjourn at 6:32 p.m. and Council reconvene its regular meeting.

**Carried.**

#### **10. ADOPTION OF MINUTES**

##### **10.1 Regular Council Minutes - October 16, 2023**

**Resolution: 341-2023**

**Moved by:** M. Smibert

**Seconded by:** C. Crockett

**THAT** the minutes of the regular meeting of Council, held on October 16, 2023, be approved as circulated.

**Carried.**

#### **11. CONSENT AGENDA**

##### **11.1 Thames Centre Special Events Committee Minutes - October 11, 2023**

##### **11.2 Thorndale Dog Park Ad Hoc Committee Minutes - October 17, 2023**

##### **11.3 Thames Centre Sports Wall of Fame Committee Minutes - October 18, 2023**

##### **11.4 FlightExec Centre Expansion Ad Hoc Committee Minutes - October 19, 2023**

##### **11.5 Middlesex County Council Highlights - October 24, 2023**

##### **11.6 Correspondence - P. Dawson, Lord Dorchester Secondary School - Request for Continued Support of STEM-based Robotics Team**

**11.7 Correspondence - Catherine Fife, MPP - Requesting Support for Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022**

**11.8 Watson & Associates Economists Ltd. - Assessment of Bill 134, Affordable Homes and Good Jobs Act, 2023**

**Resolution: 342-2023**

**Moved by:** M. Smibert

**Seconded by:** C. Crockett

**THAT** Consent Agenda Items 11.1 through 11.6 be received as information.

**Carried.**

**Resolution: 343-2023**

**Moved by:** M. Smibert

**Seconded by:** T. Heeman

**THAT** Council support Consent Agenda Item 11.7.

**Carried.**

**Resolution: 344-2023**

**Moved by:** T. Heeman

**Seconded by:** M. Smibert

**THAT** Consent Agenda Item 11.8 be received as information.

**Carried.**

**12. UNFINISHED BUSINESS**

No items.

**13. NOTICE OF MOTION**

No items.

**14. NEW BUSINESS**

**Resolution: 345-2023**

**Moved by:** T. Heeman

**Seconded by:** M. Smibert

**THAT** this motion be considered at the October 30, 2023 meeting, in order to circulate to Middlesex County Council prior to the November 7, 2023 meeting.

**Carried.**

**Resolution: 346-2023**

**Moved by:** T. Heeman

**Seconded by:** C. Crockett

**THAT** the Council of the Municipality of Thames Centre reaffirm its support of Amendment No. 27 to the Municipality of Thames Centre Official Plan, as adopted on August 8, 2022 through the passing of its By-law No. 74-2022, with the effect of redesignating certain lands from Agricultural to Rural Industrial, being Part of Lots 23 and 24, Concession 1, SRT (geographic Township of North Dorchester), Municipality of Thames Centre and known municipally as 3100 Westchester Bourne and 3124 Westchester Bourne;

**AND THAT** this resolution be circulated to Middlesex County Council ahead of its November 7, 2023 meeting.

Carried.

**15. BY-LAWS**

**15.1 By-law 80-2023, being a by-law to provide for drainage works in the Municipality of Thames Centre - Murray Drain 2023**

**THIRD AND FINAL READING**

**15.2 By-law 99-2023, being a by-law to appoint a By-law Enforcement Officer**

**15.3 By-law 100-2023, being a by-law to amend zoning to permit temporary use as it relates to lands located at 16760 Wyton Drive**

**15.4 By-law 101-2023, being a by-law to authorize a Temporary Use Agreement (Michael Bontje and Cornelia Bontje)**

**15.5 By-law 102-2023, being a by-law to provide for drainage works within the Municipality of Thames Centre - Op Den Kelder-Paton Drain 2023**

**READ A FIRST AND SECOND TIME ONLY**

**15.6 By-law 103-2023 being a by-law to appoint members to the committees of Council and local boards of the Municipality of Thames Centre**

**15.7 By-law 104-2023, being a Confirmatory By-law**

**Resolution: 347-2023**

**Moved by:** M. Smibert

**Seconded by:** C. Crockett

**THAT** By-law 80-2023 be given third and final reading;

**AND THAT** By-law 102-2023 be given a first and second reading and be provisionally adopted;

**AND THAT** By-laws 99-2023 to 101-2023 and By-laws 103-2023 & 104-2023 be adopted as presented.

Carried.

**16. MEETING SCHEDULE**

**Tuesday, November 14, 2023 at 5:00 p.m.**

**Monday, November 27, 2023 at 5:00 p.m.**

**17. ADJOURNMENT**

**Resolution: 348-2023**

**Moved by:** M. Smibert

**Seconded by:** T. Heeman

**RESOLVED THAT** the meeting adjourn at 6:45 p.m.

Carried.

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S. McMillan, Mayor

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S. Henshaw, Interim Clerk