

**THE FOURTH MEETING OF THE ONE HUNDRED AND FORTY-FIFTH  
COUNCIL OF THE CORPORATION OF THE CITY OF ST. THOMAS**

**February 10, 2025, 5:00 P.M.  
COUNCIL CHAMBERS/ZOOM**

Members	J. Preston, L. Baldwin-Sands, G. Clarke, R. Gibson, J. Herbert, J. Kohler, S. Peters, S. Wookey
Officials	M. Konefal, City Clerk, J. Bray, Director, Parks and Recreation, K. De Leebeeck, Director, Environmental Services, S. Dyke, CEO, Economic Development Corporation , D. Gregory, Fire Chief, L. Pompilii, Director, Planning & Building Services, S. Schulz, Director, Human Resources, D. Sheridan, Director of Finance and City Treasurer, H. Sheridan, Director, Social Services, J. Hindley, Deputy City Clerk
Others:	L. Higgs, City Manager, J. McCoomb, Manager, Planning Services, D. Neilson, Manager, Housing Stability Services, T. Sulowski, Manager, Children's Services, J. Topliffe, Deputy Fire Chief

**The meeting convened.**

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**1. DISCLOSURES OF INTEREST**

Nil.

**2. MINUTES**

Moved by: Councillor Peters  
Seconded by: Councillor Herbert

THAT: The minutes of the meeting held on February 3, 2025 be confirmed.

Carried.

**3. DEPUTATIONS**

**4. COMMITTEE OF THE WHOLE**

Council resolved itself into Committee of the Whole to deal with the following business.

**5. STRATEGIC DIRECTION AND DEVELOPMENT**

**6. UNFINISHED BUSINESS**

**7. NEW BUSINESS**

**7.a Housing Needs Assessment and Action Plan - Appendix "A"**

Erik Karvinen, Watson and Associates and Tim Welch, Tim Welch Consulting presented the City of St. Thomas Housing Needs Study and Action Plan.

The members inquired about the innovative construction methods referred to in the executive summary.

Mr. Welch advised that modular housing and panelization processes are methods that may have time efficiencies for home construction.

The members inquired about supports to City staff to ensure that a certain percentage of new builds be affordable.

Mr. Welch advised that legislative changes pertaining to inclusionary zoning have been limited to major transit station areas which is challenging for municipalities without these areas.

Mr. Kraven suggested that changes to the Official Plan should be made to identify more affordable housing targets.

The members expressed concern that a target of 22% affordable homes may be difficult to achieve as the City appears to be the only one building affordable housing.

The members acknowledged the contribution to affordable projects by certain developers and expressed hope that an increase in the level of the workforce will enable individuals to afford higher rents.

The members inquired whether the consultants looked into neighbouring communities in Elgin County as part of this report.

Mr. Kraven advised that the study focused on housing needs within the municipal boundary and that it would be important to look at housing needs from a regional perspective in the future as the new industrial development will create a broader commuter shed.

Moved by: Councillor Wookey

Seconded by: Councillor Clarke

THAT: Report SESS-05-25 relating to the Housing Needs Assessment and Action Plan for the City of St. Thomas, be received for information.

Carried.

#### **7.b Community Improvement Program – 15 Flora Street - Grants - Appendix "B"**

Moved by: Councillor Kohler

Seconded by: Councillor Gibson

THAT: Report PD-05-25 relating to Community Improvement Program Grants for 15 Flora Street be received for information; and further,

THAT: Council direct that a by-law be prepared to enter into a Community Improvement Program Grant Agreement with Prespa Sales & Rentals Limited relating to CIP Application 2021-117.

Carried.

#### **7.c Application by 1611905 Ontario Limited for an amendment to Zoning By-Law 50-88, to remove the Holding Zone symbol from the lands within the McGregor Farm Phase 2A Subdivision (34T-20502) - Appendix "C"**

The members inquired whether this area was subject to an Ontario Land Tribunal decision.

The Director, Planning and Building Services advised that holding provisions are a standard process to ensure that no permits are issued until all subdivision conditions have been met.

Moved by: Councillor Wookey

Seconded by: Councillor Clarke

THAT: Report PD-08-25 relating to an amendment to the City Zoning By-law to remove the holding zone symbol from lands within the McGregor Farm Phase 2A Subdivision (34T-20502) be received for information; and further,

THAT: The application by 1611905 Ontario Limited for an amendment to the City of St. Thomas Zoning By-law 50-88 to remove the holding symbol from the lands comprising McGregor Farm Phase 2A Subdivision be approved and staff be authorized to prepare an amending by-law; and further,

THAT: Notice of Council's intention to pass an amending by-law to remove a holding symbol from Zoning By-law 50-88, as amended, be given pursuant to Ontario Regulation 545/06.

Carried.

**7.d Application by Shawside Development Limited for an amendment to Zoning By-Law 50-88, to remove the Holding Zone symbol from the lands within the Shaw Valley Phase 7 Subdivision (34T-20503) - Appendix "D"**

Moved by: Councillor Kohler

Seconded by: Councillor Herbert

THAT: Report PD-07-25 relating to an amendment to the City Zoning By-law to remove the holding zone symbol from lands within the Shaw Valley Phase 7 Subdivision (34T-20503) be received for information; and further,

THAT: The application by Shawside Development Limited for an amendment to the City of St. Thomas Zoning By-law 50-88 to remove the holding symbol from the lands comprising Shaw Valley Phase 7 Subdivision be approved and staff be authorized to prepare an amending by-law; and further,

THAT: Notice of Council's intention to pass an amending by-law to remove a holding symbol from Zoning By-law 50-88, as amended, be given pursuant to Ontario Regulation 545/06.

Carried.

**7.e Application by Doug Tarry Limited for temporary removal of part-lot control – Semi-Detached Dwellings on Lots 23-28, 34-50 and 56-82 on Registered Plan 11M-261 - Appendix "E"**

Moved by: Councillor Clarke

Seconded by: Councillor Wookey

THAT: Report PD-09-25 relating to the application by Doug Tarry Limited for temporary removal of part-lot control for Semi-Detached Dwellings on Lots 23-28, 34-50 and 56-82 on Registered Plan 11M-261 be received for information; and further,

THAT: The application by Doug Tarry Limited relating to the passing of a by-law to temporarily remove part-lot control for Semi-Detached Dwellings on Lots 23-28, 34-50 and 56-82 on Registered Plan 11M-261, be approved; and further,

THAT: Council authorize staff to prepare a by-law, pursuant to Section 50(7) of the Planning Act, which provides that Subsection 50(5) of the Planning Act (Part-Lot Control) does not apply to Semi-Detached Dwellings on Lots 23-28, 34-50 and 56-82 on Registered Plan 11M-261.

Carried.

**7.f Proposed Zoning By-law Amendment – 451 Wellington Street - Appendix "F"**

Moved by: Councillor Wookey

Seconded by: Councillor Kohler

THAT: Report PD-04-25 relating to a proposed zoning by-law amendment on land located at 451 Wellington Street be received for information; and further,

THAT: Council authorize staff to prepare a site-specific draft amendment to Zoning By-law 50-88 to permit a proposed townhouse development on lands which may be described as Part of Lot 9, Concession 9, Geographic Township of Yarmouth, now City of St. Thomas; and further

THAT: A public meeting be scheduled for March 17, 2025, at 6pm in accordance with Ontario Regulation 545/06, as amended.

Carried.

**7.g Proposed Official Plan and Zoning By-law Amendments – 22-28 John Street - Appendix "G"**

Moved by: Councillor Wookey

Seconded by: Councillor Clarke

THAT: Report PD-03-25 relating to proposed amendments to the St. Thomas Official Plan and By-law 50-88 for 22-28 John Street be received for information; and further,

THAT: Council authorize staff to prepare site-specific draft amendments to the St. Thomas Official Plan and Zoning By-law 50-88 to consolidate commercial use across the entire property, which may be described as Plan 62, Part Lot 10 and Lots 11-14 City of St. Thomas; and further

THAT: A public meeting be scheduled for March 17, 2025, at 6pm in accordance with Ontario Regulations 543/06 and 545/06, as amended.

Carried.

**7.h Revisions to By-law 50-88 to Address Shipping Containers, Oversize Vehicles and Remove the Prohibition on Billboards - Appendix "H"**

The members inquired whether there was an opportunity to retroactively deal with any existing situations.

The Manager, Planning Services advised that these revisions to the zoning by-law cannot address existing situations; however, there may be other tools relating to building or site approvals that can.

Moved by: Councillor Wookey

Seconded by: Councillor Gibson

THAT: Report PD-06-25 relating to Revisions to By-law 50-88 to Address Shipping Containers, Oversize Vehicles and Remove the Prohibition on Billboards be received for information; and further,

THAT: Council authorize staff to prepare a site-specific draft amendment to Zoning By-law 50-88 to address shipping containers, oversize vehicles and remove the prohibition on billboards; and further,

THAT: A public meeting be scheduled for March 17<sup>th</sup>, 2025, at 6:00pm in accordance with Ontario Regulation 545/06, as amended; and further,

THAT: A public meeting also be scheduled for March 17<sup>th</sup>, 2025, at 6:00pm to present the proposed updated sign by-law.

Carried.

**8. BUSINESS CONCLUDED**

**9. COMMUNITY ENGAGEMENT AND SERVICES**

**10. UNFINISHED BUSINESS**

**11. NEW BUSINESS**

**11.a Updated Transfer Payment Agreement for Children's Services - Appendix "I"**

Moved by: Councillor Wookey

Seconded by: Councillor Gibson

THAT: Report SESS-03-25 relating to an update on the implementation of the Canada-Wide Early Learning and Child Care System in St. Thomas-Elgin, including an update on the new cost-based funding approach be received for information.

Carried.

#### **11.b Revised Child Care Funding Agreements - Appendix "J"**

Moved by: Councillor Wookey

Seconded by: Councillor Herbert

THAT: Report SESS-04-25 relating to Revised Child Care funding agreements be received for information; and further,

THAT: Council approves entering into new Child Care funding agreements, based on templates attached to Council Report SESS-04-25 with eligible children's services providers; and further,

THAT: Administration be authorized to add a bylaw to subsequent meetings in order to execute the attached draft agreement as it relates to funding for the operation of the Child Care Centres listed in this report, and any new Child Care Centres who are eligible to receive funding.

Carried.

#### **12. BUSINESS CONCLUDED**

#### **13. INFRASTRUCTURE AND CIVIC OPERATIONS**

#### **14. UNFINISHED BUSINESS**

#### **15. NEW BUSINESS**

##### **15.a Athletic Park Field Lighting Tender Award - Appendix "K"**

The members inquired whether there was an opportunity to add onto the light standard, should lighting be requested for another field.

The Director, Parks, Recreation, and Facilities advised that generally, the poles are engineered for a specific load but that he would make enquiries.

Moved by: Councillor Gibson

Seconded by: Councillor Wookey

THAT: Report PRF-11-25 relating to Athletic Park Field Lighting Tender Award be received for information; and further,

THAT: Council approve the award of this contract to Pfaff Electric Ltd. in the amount of \$253,400, excluding HST.

Carried.

##### **15.b Parks and Recreation Master Plan Update Study and a Community and Aquatic Centre Feasibility Study**

The members requested an update on survey results relating to the Parks and Recreation Master Plan Update Study and a Community and Aquatic Centre Feasibility Study.

The Director, Parks, Recreation, and Facilities advised that over 2100 digital survey results have been received to date, plus additional paper copies. He further advised that the consultant is initiating in-person engagement in the near future.

##### **15.c Use of Pickleball Courts**

The members inquired about the process to ensure that courts are accessible to non-club players.

The Director, Parks, Recreation, and Facilities advised that an honour system is currently used and that players are expected to surrender courts after one hour of play for non-booked courts. He further advised that the court usage policy would be restructured for the end of March.

The members discussed the fact that pickleball courts at Goddeeris Luyks Park are available for general public use.

The members suggested that the City may wish to review time allocations for pickleball clubs that have closed off memberships.

**16. BUSINESS CONCLUDED**

**17. CORPORATE GOVERNANCE AND ADMINISTRATION**

**18. UNFINISHED BUSINESS**

**18.a Parks and Recreation Services – 2025 Fees By-law - Appendix "L"**

Moved by: Councillor Wookey

Seconded by: Councillor Kohler

THAT: Report PRF-04-25 relating to Parks and Recreation Services 2025 Fees By-law be received for information; and further,

THAT: Staff be authorized to prepare, pursuant to Section 220.1 of the Municipal Act, a new Fees By-law to amend By-law 188-2002.

Carried.

**19. NEW BUSINESS**

**20. BUSINESS CONCLUDED**

**21. REPORTS PENDING**

**22. COUNCIL**

Council reconvened into regular session.

**23. REPORT OF COMMITTEE OF THE WHOLE**

Strategic Direction and Development

Community Engagement and Services

Infrastructure and Civic Operations

Corporate Governance and Administration

Moved by: Councillor Baldwin-Sands

Seconded by: Councillor Herbert

THAT: The recommendations, directions and actions of Council in Committee of the Whole as recorded in the minutes of this date be confirmed, ratified and adopted.

Carried.

**24. REPORTS OF COMMITTEES**

**25. PETITIONS AND COMMUNICATIONS**

**25.a "World Thinking Day" - February 21st, 2025**

A letter was received from Judie Land, 5th St. Thomas Guides of Canada requesting that Council proclaim February 21st, 2025 as "World Thinking Day" in the City of St. Thomas and that the guiding flag be flown from February 24th to March 2nd, 2025.

Moved by: Councillor Wookey  
Seconded by: Councillor Gibson

THAT: Council of the City of St. Thomas proclaim February 21st 2025 as "World Thinking Day" in the City of St. Thomas; and further,

THAT: The guiding flag be flown from February 24th to March 2nd, 2025 in the City of St. Thomas.

Carried.

#### **25.b "Beta Sigma Phi Week" - April 28th to May 2nd, 2025**

A letter was received from Val Gregory, Laureate Tau Chapter, Beta Sigma Phi requesting that April 28th to May 2nd, 2025 be proclaimed as "Beta Sigma Phi Week" in the City of St. Thomas and that the Beta Sigma Phi flag be flown for the week. The flag raising was proposed for April 28th, 2025 at 11:00 a.m.

Moved by: Councillor Clarke  
Seconded by: Councillor Kohler

THAT: Council of the City of St. Thomas proclaim April 28th to May 2nd 2025 as "Beta Sigma Phi Week" in the City of St. Thomas; and further,

THAT: The Beta Sigma Phi flag be raised April 28th at 11:00am and flown for the week from April 28th to May 2nd, 2025 in the City of St. Thomas.

Carried.

#### **25.c Kinsmen Club of St. Thomas - Request for By-Law Exemption and Use of Joe Thornton Community Centre Parking Lot**

A letter was received from Cam Walters, Secretary, Kinsmen Club of St. Thomas requesting an exemption from By-Law 23-2002 relating to fees associated with the sale of fireworks from May 13th to 19th and June 24th to July 1st, 2025.

A letter was received from Cam Walters, Secretary, Kinsmen Club of St. Thomas requesting permission to store a trailer in the Joe Thornton Community Centre parking lot from May 23rd to June 21st, 2025.

Moved by: Councillor Wookey  
Seconded by: Councillor Gibson

THAT: The letters received from Cam Walters, Secretary Kinsmen Club of St. Thomas requesting an exemption from By-Law 23-2002 relating to fees associated with the sale of fireworks from May 13th to 19th and June 24th to July 1st, 2025; and permission to store a trailer in the Joe Thornton Community Centre parking lot from May 23rd to June 21st, 2025 be referred to the Treasury and Parks, Recreation and Facilities departments for a report.

Carried.

#### **25.d Employment Services Elgin - Free Transit Request**

A letter was received from Mark Durbridge, Job Developer, Employment Services Elgin requesting free transit service for a job fair to be held on April 23rd, 2025 at the Joe Thornton Community Centre.

Moved by: Councillor Kohler  
Seconded by: Councillor Herbert

THAT: The letter received from Mark Durbridge, Job Developer, Employment Services Elgin requesting free transit services for a job fair being held on April 23, 2025 be referred to the Treasury and Environmental Services departments for a report.

Carried.

**25.e The Ryan Davies Project - Lake Margaret Area Water Safety**

A letter was received from Linda King and the Elgin County Drowning Prevention Coalition regarding water safety initiatives in the Lake Margaret area as part of the proposed Ryan Davies Project.

The members inquired about the possibility of representatives from the Elgin County Drowning Prevention Coalition appearing as a deputation for a future meeting, potentially when a report is presented to Council.

The City Clerk advised that anyone wishing to appear as a deputation before Council should submit an original signed letter by noon of the Tuesday before a Council meeting and that the deputation could coincide with the report submission.

The members suggested that the letter also be referred to the Fire Department.

Moved by: Councillor Gibson  
Seconded by: Councillor Baldwin-Sands

THAT: The letter received from Linda King and the Elgin County Drowning Prevention Coalition regarding water safety initiatives in the Lake Margaret area as a part of the proposed Ryan Davies Project be referred to the Parks Recreation and Facilities and Fire departments for a report.

Carried.

**25.f Entegrus Inc. - 2024 Dividend**

A letter was received from Jim Hogan, President and CEO and Chris Cowell CFO and VP Administration, Entegrus Inc. regarding a 2024 dividend paid to the City of St. Thomas.

**26. UNFINISHED BUSINESS**

**27. NEW BUSINESS**

**27.a Consideration of Council Meeting Cancellation - February 18, 2025**

The members were advised that there were very few items for the February 18th, 2025 Council agenda.

The members discussed the possibility of setting aside time for strategic planning for meetings that have few agenda items.

Moved by: Councillor Wookey  
Seconded by: Councillor Herbert

THAT: The February 18, 2025 Council meeting be cancelled.

Carried.

**27.b Economic Development Councils of Ontario - Joseph A. Montgomery Economic Development Achievement Award**

The members congratulated Sean Dyke on receiving the Joseph A. Montgomery Economic Development Achievement Award from the Economic Development Councils of Ontario.



**28. BY-LAWS**

**28.a First Reading**

Moved by: Councillor Peters  
Seconded by: Councillor Kohler

THAT: Leave be granted to bring in the following by-laws:

1. A by-law to confirm the proceedings of the Council meeting held on the 10th day of February, 2025.
2. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and His Majesty the King in right of Ontario as represented by the Solicitor General. (Next Generation 9-1-1 Transfer Payment Agreement)
3. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and The Young Women's Christian Association of St. Thomas (Service Manager Contribution Agreement)

Carried.

**28.b Second Reading**

Moved by: Councillor Peters  
Seconded by: Councillor Kohler

THAT: The by-laws be now read a first time, referred to Council in Committee of the Whole and read a second time.

Carried.

**28.c Third Reading**

Councillor Gibson was appointed Chair of Council in Committee of the Whole and conducted the second reading of the by-laws.

On motion duly moved and seconded, the Chair was ordered to report on the passing of the by-laws. The Chair reported as ordered and the Mayor resumed the Chair.

Moved by: Councillor Peters  
Seconded by: Councillor Kohler

THAT: The report of Council in Committee of the Whole on the following by-laws be received and adopted, the same be read a third time, engrossed, signed by the Mayor and Clerk, sealed and numbered.

1. A by-law to confirm the proceedings of the Council meeting held on the 10th day of February, 2025. (B/L 12-2025)
2. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and His Majesty the King in right of Ontario as represented by the Solicitor General. (Next Generation 9-1-1 Transfer Payment Agreement) (B/L 13-2025) (A/G 4-2025)
3. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and The Young Women's Christian Association of St. Thomas (Service Manager Contribution Agreement) (B/L 14-2025) (A/G 5-2025)

Carried.

**29. PUBLIC NOTICE**

**30. NOTICES OF MOTION**

**31. CLOSED SESSION**

Moved by: Councillor Gibson  
Seconded by: Councillor Baldwin-Sands

THAT: This meeting be closed to deal with an employee negotiations matter, advice that is subject to solicitor-client privilege, including communications necessary for that purpose and a personal matter about an identifiable individual at 6:39 p.m.

Carried.

**31.a Section 239 2(d)(f)**

**31.b Section s. 239 2(b)**

**32. OPEN SESSION**

Moved by: Councillor Herbert  
Seconded by: Councillor Gibson

THAT: Council now rise from Closed Session (7:57 p.m.)

Carried.

**33. ADJOURNMENT**

Moved by: Councillor Baldwin-Sands  
Seconded by: Councillor Gibson

THAT: We do now adjourn (7:57 p.m.)

Carried.

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Mayor

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City Clerk