

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

**March 3, 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, E. Taylor
Officials	M. Konefal, City Clerk, J. Bray, Director, Parks and Recreation, K. De Leebeeck, Director, Environmental Services, D. Gregory, Fire Chief, J. Lawrence, Executive Director, Industrial Development, 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, L. Higgs, City Manager
Others:	D. Koppert, Manager, Capital Works, D. Neilson, Manager, Housing Stability Services

**The meeting convened.**

---

1.

COUNCIL VACANCY

Councillor Earl Taylor publicly subscribed his declaration of office and oath of allegiance.
2.

DISCLOSURES OF INTEREST

Nil.
3.

MINUTES

Moved by: Councillor Peters  
Seconded by: Councillor Herbert  
  
THAT: The minutes of the meeting held on February 10, 2025 be confirmed.  
  
Carried.
4.

DEPUTATIONS
5.

COMMITTEE OF THE WHOLE

Council resolved itself into Committee of the Whole to deal with the following business.
6.

STRATEGIC DIRECTION AND DEVELOPMENT
7.

UNFINISHED BUSINESS
8.

NEW BUSINESS
- 8.a

Ontario Transfer Payment Agreement for The Encampment Response Initiative - Appendix "A"

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

THAT: Report SESS-06-25 relating to Ontario Transfer Payment Agreement for The Encampment Response Initiative be received for information; and further,

THAT: A by-law be prepared authorizing the Mayor and Clerk to execute the Ontario Transfer Payment Agreement.

Carried.

**8.b Declaration of Surplus Property – Former Balaclava School Site - Appendix "B"**

Moved by: Councillor Wookey

Seconded by: Councillor Herbert

THAT: Report PRF-10-25 Declaration of Surplus Property – Former Balaclava School Site be received for information; and further,

THAT: Council declare the former Balaclava School property to be surplus to the City of St. Thomas.

Carried.

**8.c Committee of Adjustment - Minor Variance - 78 Myrtle Street**

Notice of a public meeting to take place by Zoom on February 27th, 2025 at 10:00 a.m. was received from the Committee of Adjustment regarding an application for a minor variance by Patrick and Murial Farrell to permit an accessory building (garage) with a height of 4.87 metres whereas the maximum permitted height is 4 metres at 78 Myrtle Street.

**8.d Committee of Adjustment - Consent - 36-44 St. Catharine Street**

Notice of a public meeting to take place by Zoom on March 13th, 2025 at 10:00 a.m. was received from the Committee of Adjustment regarding an application for consent by TKFV Holdings Ltd. to sever a lot with frontage of 20.952 metres on St. Catharine Street and an area of 691.3 square metres containing the former Hydro Electric Commission of St. Thomas building at 36-44 St. Catharine Street.

**8.e Committee of Adjustment - Minor Variance - Millers Pond Subdivision Phase 6**

Notice of a public meeting to take place by Zoom on March 27th, 2025 at 10:00 a.m. was received from the Committee of Adjustment regarding an application for a minor variance by Doug Tarry to permit a lot frontage of 9 metres whereas the minimum semi-detached lot frontage is 10 metres; 6 townhouse units per lot whereas the maximum is 4 units per lot; a townhouse dwelling residential driveway covering 51% of the front yard whereas the maximum is 50% of the front yard; and a townhouse dwelling residential driveway with a maximum length of 51% of the front lot line whereas the maximum is 50% of the length of the front lot line relating to the development of one single detached dwelling, 20 semi-detached dwellings and 26 townhouse dwellings in the Millers Pond Subdivision, Phase 6.

**9. BUSINESS CONCLUDED**

**10. COMMUNITY ENGAGEMENT AND SERVICES**

**11. UNFINISHED BUSINESS**

**12. NEW BUSINESS**

**12.a Elgin Federation of Agriculture - Request for Temporary Exemption of the Animal Control Bylaw - Appendix "C"**

Moved by: Councillor Baldwin-Sands

Seconded by: Councillor Wookey

THAT: Report ES-05-25 relating to Elgin Federation of Agriculture – Request for Temporary Exemption of the Animal Control Bylaw be received; and further,

THAT: A temporary exemption from Section 6.1 of Animal Control By-Law 71-2011 be granted to the Elgin Federation of Agriculture to permit 3 pigs for educational purposes at the Joe Thornton Community Centre on April 15th and 16th 2025.

Carried.

**13. BUSINESS CONCLUDED**

**14. INFRASTRUCTURE AND CIVIC OPERATIONS**

**15. UNFINISHED BUSINESS**

**16. NEW BUSINESS**

**16.a Centre Street Phase 3 Reconstruction - Tender 2025-002 Award - Appendix "D"**

The members inquired whether parking lots on the north side of Centre Street would remain operational.

The Manager, Capital Works advised that the two parking lots will remain operational and that curbing would be removed around the edges in order to accommodate the multi-use path.

The members inquired whether other infrastructure projects could be initiated based on the savings for road projects through the tendering process.

The Director of Environmental Services advised that the savings may be needed to cover contingency amounts.

Moved by: Councillor Wookey

Seconded by: Councillor Gibson

THAT: Report ES-04-25 relating to Centre Street Phase 3 Reconstruction – Tender 2025-002 Award be received for information; and further,

THAT: Council award Tender 2025-002 submitted by PV-EX Construction Ltd. in the amount of \$2,324,807.73, excluding HST; and further,

THAT: Council direct a by-law be prepared for its consideration to amend Traffic and Parking By-law 45-89.

Carried.

**16.b Chestnut Street Reconstruction – Tender 2025-004 Award - Appendix "E"**

The members inquired about the location of the proposed reconstruction.

The Manager of Capital Works advised that the proposed reconstruction would take place between First Avenue and Churchill Crescent.

Moved by: Councillor Wookey

Seconded by: Councillor Kohler

THAT: Report ES-03-25 relating to Chestnut Street Reconstruction - Tender 2025-004 Award be received for information; and further,

THAT: Council award Tender 2025-004 to Birnam Excavating Ltd., in the amount of \$1,880,809, excluding HST.

Carried.

**16.c Smith and Forest Avenue Reconstruction – Tender 2025-006 Award - Appendix "F"**

Moved by: Councillor Wookey

Seconded by: Councillor Herbert

THAT: Report ES-07-25 relating to Smith and Forest Avenue Reconstruction – Tender 2025-006 Award be received for information; and further,

THAT: Council award Tender 2025-006 to ghn Group, in the amount of \$3,390,756 excluding HST.  
Carried.

**16.d Yarmouth Yards Rail Spur Line – CN Rail Connection Approval - Appendix "G"**

The members inquired whether payment would be upfront or upon completion.

The Executive Director, Industrial Development advised that payment of actual costs will be due upon completion.

Moved by: Councillor Wookey

Seconded by: Councillor Clarke

THAT: Report ID-01-25 relating to Yarmouth Yards Rail Spur Line – CN Rail Connection Approval be received for information; and further,

THAT: The Executive Director of Industrial Development be authorized to sign the CN Customer Connection Form as attached to Report ID-01-25 and execute any additional documents as necessary to complete the transaction.

Carried.

**16.e Five Hour On-Street Parking Limit - Property Owners Without Driveways**

The members requested a review of the five hour parking limit during the day for properties without driveways that were issued overnight parking passes.

The members inquired about enforcement of the five hour parking limits.

The Director, Environmental Services advised that proactive enforcement begins at the beginning of the winter maintenance season and further, that 70% requests from citizens are asking for parking enforcement.

The members discussed the fact that there may be parking concerns in the future resulting from infill and more intensive development.

**17. BUSINESS CONCLUDED**

**18. CORPORATE GOVERNANCE AND ADMINISTRATION**

**19. UNFINISHED BUSINESS**

**20. NEW BUSINESS**

**20.a Funding Sources for Community Centre Planning - Appendix "H"**

The members requested an update regarding the Community and Aquatic Centre Feasibility Study survey and next steps.

The Director, Parks, Recreation and Facilities advised that over 2700 surveys had been completed and that a consultation had also taken place at a secondary school, as well. He further advised that once the data is compiled, an interim report would be provided to Council.

The members inquired about consultation with user groups and whether residents outside the City were surveyed.

The Director, Parks, Recreation and Facilities advised that over 100 user groups and service clubs had been requested to provide input and that only St. Thomas residents had been surveyed.

The members inquired about the opportunity to view draft drawings.

The Director, Parks, Recreation and Facilities advised that the type of facility, the location of a facility, and funding from the capital budget would be needed before any plans are drafted.

The members inquired whether the vacant land tax could be used for other purposes.

Mayor Preston advised that a special levy on vacant land properties can only be used for projects benefiting the affected property owner and that a project benefiting the entire municipality would not be permitted.

Moved by: Councillor Baldwin-Sands

Seconded by: Councillor Wookey

THAT: Report TR-05-25 relating to Funding Sources for Community Centre Planning be received for information; and further,

THAT: Council authorize the creation of a reserve to be used to hold funds for the planning of a new community centre.

Carried.

#### **20.b St. Thomas Elgin Job Fair 2025 – Free Transit Request - Appendix "I"**

The members discussed the difficulty in determining the number of users that attend the Job Fair.

Moved by: Councillor Wookey

Seconded by: Councillor Herbert

THAT: Report ES-06-25 relating to St. Thomas Elgin Job Fair 2025 – Free Transit Request be received for information; and further,

THAT: Council waive the transit fare for riders traveling to or from the Job Fair on April 23, 2025.

Carried.

#### **20.c Kinsmen Club Requests - Sale of Fireworks - Appendix "J"**

Moved by: Councillor Kohler

Seconded by: Councillor Gibson

THAT: Report TR-06-25 relating to Kinsmen Club Requests be received for information; and further,

THAT: Council exempt the Kinsmen Club from the fee provisions of Section (6) of By-law 23-2002 concerning the licensing, regulating, and governing of the sale of goods; and further,

THAT: Council permit the Kinsmen Club trailer to be parked on City property from May 23, 2025 to June 21, 2025.

Carried.

#### **21. BUSINESS CONCLUDED**

#### **22. REPORTS PENDING**

#### **23. COUNCIL**

Council reconvened into regular session.

#### **24. 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 Wookey

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.

### **25. REPORTS OF COMMITTEES**

### **26. PETITIONS AND COMMUNICATIONS**

#### **26.a "Canadian Mental Health Week" - May 5th to 11th, 2025 - Proclamation and Flag Raising**

A letter was been received from Carly McKinnon, Manager of Community Wellness Programs, Canadian Mental Health Association requesting that May 5th to 11th, 2025 be proclaimed as "Canadian Mental Health Week" in the City of St. Thomas and that the Canadian Mental Health Association flag be flown for the week.

The flag raising is proposed for May 5th, 2025 at 10:00 a.m.

Moved by: Councillor Clarke

Seconded by: Councillor Gibson

THAT: Council of the City of St. Thomas proclaim May 5th to May 11th 2025 as "Canadian Mental Health Week" in the City of St. Thomas; and further,

THAT: The Canadian Mental Health Association flag be raised May 5th at 10:00a.m. and flown for the week from May 5th to May 11th, 2025 in the City of St. Thomas.

Carried.

#### **26.b St. Thomas Oktoberfest - September 20th, 2025 - "Municipally Significant Event" Request**

A letter was received from Sean Dyke, C.E.O., St. Thomas Economic Development Corporation requesting that the St. Thomas Oktoberfest event proposed to be held on September 20th, 2025 on Talbot Street be declared a "Municipally Significant Event".

Moved by: Councillor Kohler

Seconded by: Councillor Wookey

THAT: Council of the City of St. Thomas declare The St. Thomas Oktoberfest Event proposed for September 20, 2025 on Talbot Street a municipally significant event.

Carried.

#### **26.c Eastern Ontario Wardens' Caucus - United States-Canada-Ontario Trade Tariffs - Resolution**

A resolution was received from Bonnie Clark, Chair, Eastern Ontario Wardens' Caucus regarding potential trade tariffs between the United States, Canada and Ontario.

#### **26.d Veterans' Memorial Crosswalk**

A letter was received from Peter Tobola, President, Optimist Club of St. Thomas regarding the installation of a crosswalk honouring veterans in the City.

#### **26.e Hydro One - 2025 Energizing Life Community Fund**

Notice was received from Hydro One regarding the Energizing Life Community Fund. The deadline for applications is March 17th, 2025.

**27. UNFINISHED BUSINESS**

**28. NEW BUSINESS**

**28.a Incorporation of City of St. Thomas - March 4th, 1881**

The members were advised that the City of St. Thomas was incorporated on March 4th, 1881.

**29. BY-LAWS**

**29.a First Reading**

Moved by: Councillor Clarke

Seconded by: Councillor Peters

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 3rd day of March 2025.
2. A by-law to amend By-Law No. 188-2002, being a by-law to impose fees or charges with respect to Recreation Services matters.
3. A by-law to amend By-Law 50-88, being the Zoning By-Law for the City of St. Thomas. (Remove the holding symbol - McGregor Farm Phase 2A - 1611905 Ontario Limited, File No. 2-03-25)
4. A by-law to amend By-Law 50-88, being the Zoning By-law for the City of St. Thomas. (Remove the holding symbol - Shaw Valley Phase 7 - Shawside Development Limited, File No. 2-02-25)
5. A by-law to temporarily remove certain lands from part lot control. (Lots 23-28, 34-50 and 56-82 on Registered Plan 11M-261, File No: PLC 01-24 - Millers Pond Phase 5 Stage 2)
6. 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 Prespa Sales & Rentals Limited. (Grant Acknowledgement Agreement - Community Improvement Program - File No. 2021-117- 15-19 Flora Street)
7. 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 Minister of Municipal Affairs and Housing. (Homelessness Prevention Program - Encampment Response Initiative)

Carried.

**29.b Second Reading**

Moved by: Councillor Clarke

Seconded by: Councillor Peters

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

Carried.

**29.c Third Reading**

Councillor Herbert 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 Clarke

Seconded by: Councillor Peters

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 3rd day of March 2025. (B/L 15-2025)

2. A by-law to amend By-Law No. 188-2002, being a by-law to impose fees or charges with respect to Recreation Services matters. (B/L 16-2025)

3. A by-law to amend By-Law 50-88, being the Zoning By-Law for the City of St. Thomas. (Remove the holding symbol - McGregor Farm Phase 2A - 1611905 Ontario Limited, File No. 2-03-25) (B/L 17-2025)

4. A by-law to amend By-Law 50-88, being the Zoning By-law for the City of St. Thomas. (Remove the holding symbol - Shaw Valley Phase 7 - Shawside Development Limited, File No. 2-02-25) (B/L 18-2025)

5. A by-law to temporarily remove certain lands from part lot control. (Lots 23-28, 34-50 and 56-82 on Registered Plan 11M-261, File No: PLC 01-24 - Millers Pond Phase 5 Stage 2) (B/L 19-2025)

6. 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 Prespa Sales & Rentals Limited. (Grant Acknowledgement Agreement - Community Improvement Program - File No. 2021-117- 15-19 Flora Street) (B/L 20-2025) (A/G 6-2025)

7. 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 Minister of Municipal Affairs and Housing. (Homelessness Prevention Program - Encampment Response Initiative) (B/L 21-2025) (A/G 7-2025)

Carried.

### **30. PUBLIC NOTICE**

#### **30.a Capital Budget Adjustment - Fire Department Pumper Truck Replacement**

Notice was provided that Administration intends to introduce a report at the March 10th, 2025 Council meeting requesting approval of an increased capital expenditure relating to the replacement of a Fire Department pumper truck.

#### **30.b Unbudgeted Capital Expenditure - Fire Station No. 1 Change Room Expansion**

Notice was provided that Administration intends to introduce a report at the March 17th, 2025 Council meeting requesting approval of an unbudgeted capital expenditure relating to an expansion of the change room at Fire Station No. 1.

### **31. NOTICES OF MOTION**

### **32. CLOSED SESSION**

Moved by: Councillor Wookey

Seconded by: Councillor Baldwin-Sands

THAT: This meeting be closed to deal with two matters of a proposed or pending disposition of land, two labour relations matters and two personal matter about an identifiable individual at 5:48 p.m.

Carried.

#### **32.a Section 239 2(c)**

#### **32.b Section 239 2(c)**

- 32.c Section 239 2(d)
- 32.d Section 239 2(d)
- 32.e Section 239 2(b)
- 32.f Section 239 2(b)

33. OPEN SESSION

Moved by: Councillor Wookey  
Seconded by: Councillor Peters

THAT: Council now rise from Closed Session (6:38 p.m.)  
  
Carried.

33.a Committee Appointments - Appendix "N"

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

THAT: Council approve the roster of Committee Appointments as defined on March 3, 2025.  
  
Carried.

34. ADJOURNMENT

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

THAT: We do now adjourn (6:39 p.m.)  
  
Carried.

---

Mayor

---

City Clerk