

**Municipality of Strathroy-Caradoc**  
**Special Meeting**  
**Minutes**

**Tuesday, March 26, 2024**  
**4:00 p.m.**

**Committee Room (2nd Floor) - In Person**

Present: Mayor Colin Grantham  
Deputy Mayor Mike McGuire  
Councillor John Brennan  
Councillor Brian Derbyshire  
Councillor Sandi Hipple  
Councillor Frank Kennes  
Councillor Donna Pammer  
Councillor Steve Pelkman  
Councillor Greg Willsie

Also Present: Trisha McKibbin, Chief Administrative Officer  
Brianna Hammer-Keidel, Director of Legal and Legislative Services/Clerk  
Stephen Beasley, Deputy Chief of Fire, Prevention and Training  
Brent Cushman, Deputy Chief of Police  
Bill Dakin, Director of Financial Services/Treasurer  
Jennifer Huff, Director of Building and Planning  
Heather Lalonde, Development Commissioner  
Rob Lilbourne, Director of Community Services  
Doug Payne, Director of Human Resources

Others Present: David Cash, Municipal Strategic Planning Associates  
Murray Clarke, Municipal Strategic Planning Associates  
Bill Winegard, Municipal Strategic Planning Associates  
Rob Browning, Municipal Strategic Planning Associates

**1. Roll Call**

The Mayor confirmed Council attendance.

**2. Declaration of Pecuniary Interest**

None.

**3. Call to Order/Approve Agenda**

**Moved by** Councillor Kennes

**Seconded by** Deputy Mayor McGuire

**THAT:** The agenda for the Special Council Meeting of March 26, 2024 be approved as circulated.

**Carried**

**4. Strategic Plan Workshop #2**

David Cash, Murray Clarke, Bill Winegard, and Rob Browning facilitated the workshop and outlined next steps.

Breakout sessions occurred between 5:00 p.m. and 6:00 p.m. where Members convened in three separate groups to identify action initiatives for the preliminary strategic plan priority areas.

Councillor Derbyshire left the meeting at 6:00 p.m.

Members reconvened at 6:30 p.m. and discussion resumed as a full group regarding action initiatives for the preliminary strategic plan priority areas. Initiatives were categorized into short, medium, and long-term priorities.

**4.1 Council Workshop Agenda**

**4.2 Council Preliminary Priorities and Issues**

**4.3 Consolidated Consultation Report**

**4.4 Consolidated Survey Report**

**5. Consideration of By-laws**

**5.1 By-law No. 30-24**

Being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Strathroy-Caradoc.

**Moved by** Deputy Mayor McGuire

**Seconded by** Councillor Pelkman

**THAT:** By-law No. 30-24 receive first, second, and third and final reading.

**Carried**

**6. Schedule of Meetings**

- Regular Council Meeting - Tuesday, April 2 @ 6:00 p.m. (Council Chambers/Hybrid)
- Special Council Meeting - Strategic Plan Workshop - Thursday, April 11 @ 5:00 p.m. (Committee Room)
- Regular Council Meeting - Monday, April 15 @ 6:00 p.m. (Council Chambers/Hybrid)
- Regular Council Meeting - Monday, May 6 @ 6:00 p.m. (Council Chambers/Hybrid)

**7. Adjournment**

**Moved by** Councillor Pammer

**Seconded by** Councillor Pelkman

**THAT:** The March 26, 2024 Special Meeting of Council adjourn at 8:01 p.m.

**Carried**

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Mayor

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Clerk