

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

**Monday, June 10, 2024**  
**5:00 p.m.**

**Committee Room (2nd Floor) - In Person**  
**Strathroy-Caradoc Municipal Office**  
**52 Frank Street**  
**Strathroy, Ontario**

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

Absent with Notice: Councillor John Brennan  
Councillor Sandi Hipple

Also Present: Trisha McKibbin, Chief Administrative Officer  
Jennifer Pereira, Deputy Clerk/Lottery Licensing Officer  
(Recorder)  
Brianna Hammer-Keidel, Director of Legal and Legislative  
Services/Clerk  
Bill Dakin, Director of Financial Services/Treasurer  
Rob Lilbourne, Director of Community Services  
Jennifer Huff, Director of Building and Planning

Others Present: Steve Beasley, Deputy Fire Chief  
Heather Lalonde, Development Commissioner

1. **Roll Call**
2. **Declaration of Pecuniary Interest**

None.

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

**Moved by** Deputy Mayor McGuire  
**Seconded by** Councillor Derbyshire

**THAT:** the Special Meeting of Council - June 10, 2024 be approved as circulated.

**Carried**

**4. Strategic Priorities Reports**

**4.1 Council's Strategic Plan - Review of Vision and Mission Statements, CAO-2024-22**

Trisha McKibbin, Chief Administrative Officer explains to Council the recommendations from Cash and Associates that have been narrowed down from previous working sessions and indicates that Cash and Associates will be making a presentation at the June 17th Council meeting.

**Moved by** Councillor Willsie  
**Seconded by** Councillor Kennes

**THAT:** Council receive Report CAO-2024-22 Council's Strategic Plan – Review of Vision and Mission Statements for information.

**Carried**

**Moved by** Councillor Pelkman  
**Seconded by** Councillor Kennes

**THAT:** Council select Option #4 (or other as stated) for its Vision Statement.

**Strathroy-Caradoc envisions a dynamic community where residents thrive in a sustainable, inclusive, and prosperous environment. We aspire to be a model of effective governance and community engagement, setting the standard for excellence in our programs and services.**

**Carried**

**Moved by** Deputy Mayor McGuire  
**Seconded by** Councillor Pammer

**THAT:** Council select Option #3 (or other as stated) for its Mission Statement, and further that the word ensure be replaced with create.

**Our mission is to provide innovative and up-to-date services, engage in proactive planning for the future, facilitate partnerships, and advance community goals to create a vibrant and sustainable future for all in Strathroy-Caradoc.**

**Carried**

**Moved by** Councillor Kennes  
**Seconded by** Deputy Mayor McGuire

**THAT:** Council select Option #3 (or other as stated) for its Service Value Statement.

**We believe that exceptional customer service is not just a priority, but a commitment that defines our dedication to our community.**

**Carried**

**Moved by** Councillor Pelkman  
**Seconded by** Councillor Kennes

**THAT:** Council select Option #2 (or other as stated) for its Teamwork Value Statement.

**We understand that teamwork is essential in municipal governance, as it fosters collaboration, innovation, and a shared commitment to serving our community.**

**Carried**

**Moved by** Councillor Kennes  
**Seconded by** Deputy Mayor McGuire

**THAT:** Council select Option #1 (or other as stated) for its Respect Value Statement.

**Respect is the foundation of our municipal organization, fostering a culture where every individual is valued, heard, and empowered to contribute their best.**

**Carried**

**THAT:** Council select Option #1 (or other as stated) for its Integrity Value Statement.

**We uphold integrity and trust as non-negotiable values, essential for fostering transparency, accountability, and confidence in all our actions and decisions.**

**THAT:** Council select Option #2 (or other as stated) for its Progress Value Statement.

**We view progress and innovation as essential elements in our journey towards success, propelling us to continuously improve and advance new solutions for our community's benefit.**

**Moved by** Councillor Derbyshire  
**Seconded by** Councillor Pelkman

**THAT:** Council select Option #3 (or other as stated) for its Compassion Value Statement.

**Compassion is our guiding principle, inspiring us to prioritize the needs of both our community and colleagues with empathy, understanding, and a commitment to support one another.**

**Carried**

**Moved by** Deputy Mayor McGuire  
**Seconded by** Councillor Pelkman

**THAT:** the endorsed statements be forwarded for inclusion in the final draft of Council's Strategic Plan to be considered at a future Regular Meeting of Council.

**Carried**

**4.2 Updated Purchasing Policy, FIN-2024-14**

Bill Dakin, Director of Financial Services presented the Updated Purchasing Policy. After a brief discussion, Council made some changes to the policy which included changing the spending limits to match Middlesex County of \$10,000, removal of elected officials in the Credit Card Program.

**Moved by** Councillor Kennes  
**Seconded by** Councillor Pelkman

**THAT:** Council receive report FIN 2024-14 Draft Purchasing Policy for information.

**Carried**

**Moved by** Councillor Willsie  
**Seconded by** Mayor Grantham

**THAT:** a report of departmental accounts payable be prepared for the second Council Meeting of each month.

**Carried**

**Moved by** Councillor Willsie  
**Seconded by** Councillor Kennes

**THAT:** Council forward the updated redline version inclusive of changes discussed at the June 10, 2024 Special Council Meeting to a future Regular Meeting of Council for final approval.

**Carried**

## **5. Consideration of By-law**

### **5.1 By-Law No. 57-24**

**Moved by** Deputy Mayor McGuire  
**Seconded by** Councillor Pammer

**THAT:** By-law 57-24 receive first, second and third and final reading.

**Carried**

## **6. Schedule of Meetings**

**7. Adjournment**

**Moved by** Councillor Derbyshire

**Seconded by** Councillor Pelkman

**THAT:** the Special Meeting of Council - June 10, 2024 adjourn at 6:15 p.m.

**Carried**

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Mayor

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Clerk