

Municipality of Strathroy-Caradoc
Special Meeting of Council
Meeting Minutes

Monday, July 8, 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 John Brennan
Councillor Frank Kennes
Councillor Steve Pelkman
Councillor Donna Pammer
Councillor Sandi Hipple
Councillor Greg Willsie
Councillor Brian Derbyshire

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
Doug Payne, Director of Human Resources

Others Present: Will Versloot, Human Resources Generalist

1. Roll Call

The Mayor confirmed attendance. The meeting began at 4:59 p.m.

2. Declaration of Pecuniary Interest

None.

3. Call to Order/Approve Agenda

Moved by Councillor Willsie

Seconded by Councillor Hipple

THAT: the July 8, 2024 Special Meeting of Council Agenda be approved as circulated.

Carried

4. Strategic Priorities Reports

4.1 Hiring Policy, HR-2024-12

Doug Payne, Director of Human Resources presented the Recruitment and Selection Policy. He indicates that through his research he found policies have been pretty consistent throughout other municipalities. He wrote the policy with best practices based on other municipalities.

After some discussion, there were some suggested changes which will be brought back to Council for approval.

Moved by Councillor Pelkman

Seconded by Councillor Kennes

THAT: Council receive report HR 2024-12 “Updated Hiring Policy - Renamed to Recruitment and Selection Policy” for information.

Carried

Moved by Councillor Kennes

Seconded by Councillor Pammer

THAT: Council forward the Recruitment and Selection Policy, inclusive of changes discussed at the July 8, 2024 Special Meeting of Council, to a future Regular Council meeting for final approval.

Carried

4.2 Delegation of Authority By-law, CAO-2024-25

Trisha McKibbin, CAO presents the Delegation of Authority By-law. After a brief discussion of the Delegation of Authority By-law, Sale and

Disposition of Land Policy and Sale of Land Policy, some minor changes were made and the revised document will be brought back to Council for approval.

Moved by Councillor Kennes
Seconded by Councillor Hipple

THAT: Council receive Report CAO-2024-25 Delegation of Authority By-law for information.

Carried

Moved by Councillor Kennes
Seconded by Councillor Willsie

THAT: Council direct staff to bring back a revised Sale and Disposition of Land Policy, inclusive of the changes discussed at the July 8, 2024 Special Meeting of Council, to a future Regular Council meeting for final approval, and further;

THAT: Council direct staff to bring back a revised Temporary Occupancy Road Closure Policy, updating municipal staff titles, to a future Regular Council meeting for final approval; and further,

THAT: Council direct staff to bring back a revised Delegation of Council Authority Policy, inclusive of the changes discussed at the July 8, 2024 Special Meeting of Council, to a future Regular Council meeting for final approval.

Carried

5. In Camera Matters

Council moved into Closed Session for the purpose of discussing the following:

- One item pursuant to Section 239(2)(b) of the *Municipal Act, 2001*, as amended, regarding personal matters about an identifiable individual, including municipal employees (Personnel Matter).

Moved by Councillor Brennan
Seconded by Councillor Pammer

THAT: Council may move into Closed Session at 6:32 p.m. for the purpose of discussing the following:

- One item pursuant to Section 239(2)(b) of the *Municipal Act, 2001*, as amended, regarding personal matters about an identifiable individual, including municipal employees (Personnel Matter).

Carried

6. Open Session Resume

Moved by Councillor Pammer

Seconded by Councillor Hipple

THAT: Closed Session adjourn at 7:22 and Open Session resume.

Carried

7. Report on In Camera Session

Mayor Grantham reported that Council discussed the following in Closed Session:

- One item pursuant to Section 239(2)(b) of the *Municipal Act, 2001*, as amended, regarding personal matters about an identifiable individual, including municipal employees (Personnel Matter).

8. Consideration of By-laws

8.1 By-law No. 67-24

A by-law to confirm the proceedings of the July 8, 2024 Special Meeting of Council of the Corporation of the Municipality of Strathroy-Caradoc.

Moved by Deputy Mayor McGuire

Seconded by Councillor Kennes

THAT: By-law No. 67-24 receive first, second and third and final reading.

Carried

9. Schedule of Meetings

- Regular Council Meeting - Monday, July 15, 2024 @ 6:00 p.m. - Caradoc Community Centre

- Special Council Meeting (Mount Brydges WWTP) - Tuesday, July 16, 2024 @ 5:00 p.m. - Council Chamber/Hybrid
- Regular Council Meeting - Tuesday, August 6, 2024 @ 6:00 p.m. - Council Chamber/Hybrid

10. Adjournment

Moved by Deputy Mayor McGuire

Seconded by Councillor Pammer

THAT: the July 8, 2024 Special Meeting of Council adjourn at 7:26 p.m.

Carried

Mayor

Clerk