

# **Finance Committee**

## **Meeting Minutes**

**Tuesday, October 15, 2024**

**5:00 pm**

**Hybrid Meeting (Council Chamber and Virtual)**  
**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  
Doug Payne, Director of Human Resources  
Brent Smith, Director of Fire Services/Fire Chief  
Mark Campbell, Police Chief  
Mark Ortiz, Director of Engineering & Public Works

**Others Present:** Steve Rickzu, Resident

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

Mayor Grantham declared a conflict in regard to compensation of firefighters.

### 3. **Approval of Agenda**

**Moved By** Councillor Pelkman

**Seconded By** Councillor Kennes

**THAT:** the October 15, 2024 Finance Committee Meeting Agenda be approved as circulated.

**Carried**

### 4. **Strategic Priorities Reports**

#### 4.1 **Draft Sign By-law, CAO-2024-30**

Trisha McKibbin, CAO presents the report on the Draft Sign By-law and requesting direction from Council on the following:

**1. Is there a desire to regulate the number and size of billboard signs in the Municipality, for example in the agricultural, commercial and industrial area?**

Trisha McKibbin, CAO recommends that it be regulated in all three areas for consistency.

Councillor Pammer suggests that highway commercial be included in the wording in Section 13.2.

Councillor Pelkman agrees that there should be a regulation in place. He speaks on the billboard on Highway 402, and wonders if those need to be regulated separately.

Councillor Willsie speaks on the signs that are already erected and how to handle the grandfathering system and how will this by-law be enforced.

Mayor Grantham indicates that the sign by-law is a proactive initiative even if some of these signs don't exist currently.

**2. Is there a desire to regulate the number and size of ground signs in the Municipality, for example in the agricultural, commercial and industrial area?**

Deputy Mayor McGuire shares that it's important to take in account safety and agrees that ground signs should be included.

Councillor Derbyshire has concerns that this by-law will cause more issues within the community.

Councillor Pammer feels that Council needs to be proactive about this issue as she receives a lot of complaints about a various number of signs.

Councillor Pelkman also agrees that ground signs should be included.

**3. Is there a desire to regulate real estate / pointer signs in the Municipality, for example limit the number of real estate and pointer signs?**

Councillor Pammer has concerns with the pointer signs and would like to see them defined, she adds that Council needs to have a conversation on how this will be handled.

Councillor Pelkman believes that policing has to be part of the discussion. He suggests that a discussion with Real Estate Agents to identify their needs.

**4. Is there a desire to regulate the number and size of digital / illuminated signs in the Municipality? Are there certain areas that this would apply to?**

Councillor Willsie asks about 3.8 (e). CAO McKibbin indicates that it is referring to the overhang over the pedestrian walkway. Councillor Willsie wonders about digital signs regarding the size or brightness.

Deputy Mayor McGuire Mike suggests a proper definition of street, road and highway and wonders if any of the by-laws though researched was there a catch all clause that stipulated that if a sign does not fit into any of the requirements.

Councillor Pelkman adds that perhaps maintaining control of the level of light they exude.

Deputy Mayor McGuire also suggests changing the wording on the definition of signs to include digital signs.

**5. Is there a desire to regulate the location of election signs in the Municipality, for example to not permit election signs on Municipal properties?**

Council would like election signs to the by-law.

Councillor Pelkman feels that the regulation shouldn't be any different than in the past elections. He adds that Section 11.5 (c) will not be possible as there is not enough real estate in town to make that viable.

Deputy Mayor McGuire adds concerns of the private illuminated signs that are used by Municipal Candidates during an election depending on the sizing of those signs.

Councillor Willsie has concerns with 11.5 (b) which would eliminate where the signs could be placed. CAO McKibbin indicates that the intent is eliminate signs being put on sightlines but will include something in the wording to give it clarity.

**6. Where a permit is not required by the Strathroy-Caradoc Building By-law, is there a desire to require a permit for signs?**

Councillor Derbyshire feels that this is necessary across the board.

Councillor Pammer wonders about staff time involved to accomplish this.

Councillor Pelkman feels it would be difficult to police.

Councillors Kennes and Pelkman have concerns with a permit being required for every sign.

Mayor Grantham comments on the option of sign deposits for Election Signs.

**7. Is there a desire to include an appeal / variance option into the sign by-law?**

Councillor Pelkman feels that this should be at Committee of Adjustment and feels it's appropriate and should have a fee attached.

Deputy Mayor McGuire has concerns that any decision made on signage that goes to the Committee would be opened to be appealed by the OLT.

**8. Is there a desire to add a grandfathering clause to exempt all existing signs or not. The approach on this should be applied equally to all signs.**

Councillor Kennes favors the grandfathering clause.

Deputy Mayor McGuire agrees with a grandfathering for a period of time but has concerns with signs that have safety issues being grandfathered in.

Councillor Pelkman does not want hydro pole signs to be grandfathered in.

Councillor Pammer indicates that Middlesex County has a by-law regarding signs on hydro poles that could be looked at.

**9. Are there any additional modifications to the sign by-law Council wishes to direct?**

Councillor Derbyshire has concerns with Section 3.5 and wonders about the wording regarding the "good taste" opinion of the officer. CAO McKibbin will come back with a further definition of "good taste".

Councillor Pammer suggests including a definition of signs in regard to hate or violence. Councillor Kennes worries that it may not be easy to include, as it is a form of freedom of speech.

**Moved By** Deputy Mayor McGuire

**Seconded By** Councillor Kennes

**THAT:** Council receive report CAO-2024-30 titled "Draft Sign By-law" for information.

**Carried**

**Moved By** Councillor Kennes

**Seconded By** Deputy Mayor McGuire

**THAT:** Council direct staff to bring back a revised version of the sign by-law for future consideration based on the following directives: (to be provided during the October 15, 2024 Council meeting)

**Carried**

**5. 2025 Draft Budget**

**5.1 2025 Budget - Foundations and Priorities, FIN-2024-25**

Bill Dakin, Director of Financial Services presents a report on the 2025 Budget - Foundation and Priorities. He provides Council with a summary of steps ahead into the budget, including a list of Major Capital Projects that are proposed for 2024-2027. CAO, Trisha McKibbin also speaks on the studies that will be included in these budgets.

Mayor Grantham suggests that Council have a good look at user fees and the wastewater surcharge.

Councillor Willsie suggests looking at reserve balances and the asset management plan.

Councillor Kennes feels the reserves are in good condition.

Trisha McKibbin, CAO indicates that the next meeting will be November 4 and November 12 and suggest the October 28 meeting be cancelled to ensure the studies and reviews are completed first.

**Moved By** Deputy Mayor McGuire

**Seconded By** Councillor Kennes

**THAT:** Council receive Report FIN-2024-25 Foundations & Priorities Report for Information.

**Carried**

**Moved By** Councillor Pammer

**Seconded By** Councillor Willsie

**THAT:** Council recess for 5 minutes.

**Carried**

**6. In Camera**

**Moved By** Deputy Mayor McGuire

**Seconded By** Councillor Pelkman

**THAT:** Council move into closed session at 7:06pm for the purpose of discussing the following:

- One item pursuant to Section 239(2)(d) of the *Municipal Act, 2001*, as amended, regarding labour relations or employee negotiations (union matters).

**Carried**

**7. Open Session Resume**

**Moved By** Councillor Pammer

**Seconded By** Councillor Kennes

**THAT:** Council resume Open Session.

**Carried**

**8. Report on Closed Session**

Mayor Grantham reports that Council moved into closed session for the purpose of discussing the following:

- One item pursuant to Section 239(2)(d) of the *Municipal Act, 2001*, as amended, regarding labour relations or employee negotiations (union matters).

**Moved By** Councillor Kennes

**Seconded By** Councillor Pelkman

**THAT:** the direction in Closed Session be approved.

**Carried**

## **9. Schedule of Meetings**

- Regular Council Meeting - Monday, October 21 @ 6:00 p.m. - Council Chamber/Hybrid
- Finance Committee Meeting - Tuesday, October 28, 2024 @ 5:00 p.m. - Council Chamber/Hybrid (**Cancelled**)
- Regular Council Meeting - Monday, November 4 @ 6:00 p.m. - Council Chamber/Hybrid
- Finance Committee Meeting - Tuesday, November 12, 2024 @ 5:00 p.m. - Council Chamber/Hybrid
- Regular Council Meeting - Monday, November 18 @ 6:00 p.m. - Council Chamber/Hybrid

## **10. Adjournment**

**Moved By** Deputy Mayor McGuire

**Seconded By** Councillor Kennes

**THAT:** the October 15, 2024 Finance Committee Meeting adjourn at 7:38 p.m.

**Carried**

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Chair

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Clerk

