

Municipality of Strathroy-Caradoc
Community Development Advisory Committee (CDAC)
Minutes

Tuesday, April 8, 2025

6:00 p.m.

Hybrid Meeting (Council Chamber and Virtual)
Strathroy-Caradoc Municipal Office
52 Frank Street, Strathroy, Ontario

Present: Chair Chris Soares
Councillor Donna Pammer
Councillor Steve Pelkman
Member Jagger Benham
Member Steven Derbyshire
Member Sheri Faccenda
Member Brad Richards

Absent with Notice: Councillor Greg Willsie
Member Wendy Marshman

Also Present: Rob Lilbourne, Director of Community Services
Paul Lattimore, Supervisor of Recreation, Programs and
Community Liaison
Melonie Carson, Deputy Clerk/Records Management
Coordinator (Recorder)

1. Roll Call

2. Approval of Agenda

Moved by Councillor Steve Pelkman
Seconded by Member Brad Richards

THAT: the April 8, 2025 Community Development Advisory Committee (CDAC)
Meeting Agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Approval of Minutes

Moved by Councillor Donna Pammer

Seconded by Member Jagger Benham

THAT: the CDAC Meeting minutes of February 11, 2025 be approved as written.

Carried

4.1 Meeting Minutes of February 11, 2025

5. Unfinished Business

5.1 Schedule of Fees Review

Rob Lilbourne, Director of Community Services, was present to speak to the Schedule of Fees Review adding that currently reaching out to all county partners and surveying other municipalities in the area to review fees. Director Lilbourne's goal is to bring a report back to Council the second meeting in June.

5.2 Medal of Distinction Program - Review

Rob Lilbourne, Director of Community Services, was present to speak to the Medal of Distinction Program and answer questions from members.

6. Reports of Committees & Departments

Moved by Councillor Donna Pammer

Seconded by Member Sheri Faccenda

THAT: the reports from committees and departments be received for information.

Carried

6.1 PTP

6.1.1 2025 List of Projects Updated

Rob Lilbourne, Director of Community Services, noted that this is an ongoing list.

7. New Business

7.1 Registration Update

Paul Lattimore, Supervisor of Recreation, Programs and Community Liaison, was present to speak to the registrations updates noting that currently about 118 registrations away from where we finished last year. Paul added that the team is in place including 39 staff between leadership and camp councillors. Registrations are also going well for swim lessons and team is almost set.

Paul provided an update on the market noting that there are 91 individual registrations and 31 seasonal booths. There are also 94 registrations for the first night market and 7 seasonal BIA spaces.

7.2 Ice Allocation Policy Review

Rob Lilbourne, Director of Community Services, was present to speak to the Ice Allocation Policy.

Committee Members generally discussed the policy and asked questions and made suggestions.

7.3 Sports Field Allocation Policy

Rob Lilbourne, Director of Community Services, was present to speak to the Sports Field Allocation Policy DRAFT.

Committee Members generally discussed the policy and asked questions and made suggestions.

7.4 Sponsorship Update

Paul Lattimore, Supervisor of Recreation, Programs and Community Liaison, provided an update on the sponsorship noting that target has been set to \$40,000 generated sponsorship for our events and on track for just short of \$30,000.

7.5 Partnership Update

Rob Lilbourne, Director of Community Services, provided a list of all of the partnerships for minor sports, grants, service clubs, program providers and local businesses and wanted to recognize all of the individuals and wanted to give them a shout out.

8. Announcement or Inquiries by Members

Member Sheri Faccenda noted that Battle of the Bands is coming up on Saturday, April 12th at Mount Brydges Community Centre.

Chair Soares noted that next Tuesday, Rogers TV will be presenting a Middlesex London Federal Election all candidates town hall at the Portuguese Club starting at 7:00pm. Coming up is the Strathroy Lions annual Good Friday brunch on April 18th and all proceeds going back to the community. Optimist Club in partnership with the municipality doing a Easter event on April 19th from 12:00-2:00pm.

9. Schedule of Meetings

- Tuesday, May 13, 2025 @ 6:00 p.m.

10. Adjournment

Moved by Councillor Donna Pammer

Seconded by Member Jagger Benham

THAT: the April 8, 2025 Community Develop Advisory Committee (CDAC) Meeting adjourn at 7:24 p.m.

Carried

Chair