



MUNICIPALITY OF STRATHROY-CARADOC

Municipality of Strathroy-Caradoc

Community Development Advisory Committee (CDAC)

Minutes

Tuesday, February 10, 2026

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
Councillor Greg Willsie
Member Jagger Benham
Member Steven Derbyshire
Member Sheri Faccenda
Member Brad Richards

Also Present: Rob Lilbourne, Director of Community & Development Services
Paul Lattimore, Manager of Recreation and Culture
Darren Dowding, Community Services Operations Manager
Melonie Carson, Deputy Clerk/Records Management
Coordinator (Recorder)

Others Present: Kait Topham, Events & Booking Coordinator

1. Roll Call

Chair Chris Soares confirmed committee attendance noting that all members were present.

2. Approval of Agenda

THAT: the February 10, 2026 Community Development Advisory Committee (CDAC) Meeting Agenda be approved as circulated.

Carried

3. Declaration of Pecuniary Interest

None.

4. Approval of Minutes

THAT: the Community Development Advisory Committee (CDAC) Meeting minutes of November 12, 2025 be approved as written.

Carried

**4.1 Community Development Advisory Committee (CDAC) Meeting
Minutes of November 12, 2025**

5. Reports of Committees & Departments

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

Carried

5.1 PTP

5.1.1 2026 List of Projects

Rob Lilbourne, Director of Community and Development Services, spoke to the 2026 List of Projects.

5.1.1.1 Update on Inquiries

Rob Lilbourne, Director of Community and Development Services was present to provide an update noting that the item related to sports nets has resolved itself so it will be removed and currently waiting on a formal proposal from Strathroy District Minor Hockey Association in regards to the cross ice pads.

Paul Lattimore, Manager of Recreation and Culture, was present to speak to the update on inquiries of HCC and Museum Collaboration adding that the teachers at HCC would like to do a project with the Museum that would involve computers and projectors that would celebrate the history of music and history in the community. Paul noted that they are looking for approximately \$10,000 and will get them to put a formal application ahead that will give those specific numbers

Members discussed the items and asked questions.

6. New Business

6.1 Market Update

6.1.1 Ad Hoc Market Advisory Committee Update

Kait Topham, Events & Booking Coordinator, was present to provide an update on the Ad Hoc Market Advisory Committee and answer questions from members. Kait noted that there have been 6 applicants apply to be on the committee.

6.2 Registration Updates

6.2.1 Resident First Approach

Rob Lilbourne, Director of Community and Development Services, was present to speak to the item noting that there were around 1800 registrations in first day for summer camps and there are roughly 2200 spots available. The director added that some of the concerns that have been raised are, how do we know that our residents are being serviced if camps are filling up. We have the ability to manage booking and scheduling software by postal code. Director Lilbourne added that for registrations that open in the fall, will be doing a residents first through postal code for fall programs and it will be done as a pilot project to see how the software works.

Members discussed the item and asked questions and provided input.

6.2.2 Registration Update

Paul Lattimore, Manager of Recreation and Culture, was present to provide an update on registrations adding that there have been 1869 registrations for camp and 102 applications for camp councilor spots. Staff have been working through the wait list and have it down from 380 to 119. Paul added that there are about 14 lifeguards coming back from previous year, currently at 583 registrations between swimming lessons and swim team and leadership team for camp and aquatics will all return this year.

6.3 Project Updates

Daren Dowding, Community Services Operation Manager, was present to provide project updates on Woods Edge Park, Southgrove Park, West

Middlesex Arena north wall project, Campbellvale Park and Art of Faulkner community garden, mechanical and HVAC update.

6.4 2026 Sponsorship Package

Kait Topham, Events & Booking Coordinator, was present to speak to the 2026 Event Sponsorship and answer questions from members.

7. Announcement and Inquiries by Members

8. Schedule of Meetings

- Tuesday, March 10, 2026 @ 6:00 p.m. (Council Chamber/Hybrid)

9. Adjournment

THAT: the February 10, 2026 Community Development Advisory Committee (CDAC) Meeting adjourn at 7:01 p.m.

Carried

Chair