



MUNICIPALITY OF STRATHROY-CARADOC

Municipality of Strathroy-Caradoc

Community Development Advisory Committee (CDAC)

Minutes

Tuesday, April 14, 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
Member Jagger Benham
Member Steven Derbyshire
Member Sheri Faccenda
Member Brad Richards

Absent with Notice: Councillor Greg Willsie

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)

1. Roll Call

Chair Chris Soares confirmed committee attendance noting that Councillor Willsie was absent.

2. Approval of Agenda

Moved by Councillor Steve Pelkman

Seconded by Member Brad Richards

THAT: the April 14, 2026 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 Steve Pelkman

Seconded by Councillor Donna Pammer

THAT: the Community Development Advisory Committee (CDAC) Meeting minutes of February 10, 2026 be approved as written.

Carried

4.1 Community Development Advisory Committee (CDAC) Meeting Minutes of February 10, 2026

5. Reports of Committees & Departments

Moved by Member Brad Richards

Seconded by Member Sheri Faccenda

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

Carried

5.1 PTP

5.1.1 2026 List of Projects Updated

Rob Lilbourne, Director of Community & Development Services, spoke to the item noting that there will be a request to work with the Strathroy Lions Club for a pavilion at the splashpad.

6. New Business

6.1 CEP Rock n Wheel

Rob Lilbourne, Director of Community & Development Services, spoke to the item noting that Rockin' Wheel submitted a request for funding to Council, however there was no amount attached to the request. Director

Lilbourne added that \$5000 was brought back from Hometown Festival into the program.

Moved by Councillor Steve Pelkman

Seconded by Member Jagger Benham

THAT: CDAC approve the \$5000 that was returned from the Hometown Committee to give to the Rockin' Wheel based on the fact that this year they're trying to expand their festival and then to reevaluate in future years.

Carried

6.2 Market Update

6.2.1 Ad Hoc Market Advisory Committee Update

Kait Topham, Events & Booking Coordinator, was present to provide an update on the Ad Hoc Market Advisory Committee Update noting that CDAC needs to appoint members to the committee and provided a list of applicants to committee members.

Members briefly discussed the applicants.

Moved by Member Brad Richards

Seconded by Councillor Steve Pelkman

THAT: CDAC appoint members 1, 4, 6, 7 and 10 based on the list provided to the Ad Hoc Market Advisory Committee for 1 year.

Carried

6.3 Registration Updates

Paul Lattimore, Manager of Recreation and Culture, spoke to the registration updates noting that camp is about the same as previous year and all positions have been hired and team is in place. Aquatics is 3 registrations ahead of last year's pace and aiming for well over 900 this year. Recreation had a really good winter and spring registrations a bit slower than usual but looking to pick it up. Paul added that there will be a posting for a position for the seniors pilot project that will rollout in the fall at the Caradoc Community Centre.

6.4 Project Updates

Daren Dowding, Community Services Operation Manager, provided updates on Woodsedge, streetscape project at West Middlesex, Southgrove playground project and PTP projects - community garden.

6.5 2026 Sponsorship Package

Kait Topham, Events & Booking Coordinator spoke to the 2026 sponsorship package noting that currently at 50% of sponsorship goal for 2026.

6.6 Future CDAC - 2026

Rob Lilbourne, Director of Community & Development Services, spoke to the matter noting that CDAC will continue to meet until the lame duck period which begins August 21st.

7. Announcement and Inquiries by Members

Chair Chris Soares noted that this would be his last meeting as he is resigning due to change in direction in employment. Vice-Chair Jagger Benham will be taking over as Chair of the committee starting with the May meeting.

8. Schedule of Meetings

- Tuesday, May 12, 2026 @ 6:00 p.m.

9. Adjournment

Moved by Member Brad Richards

Seconded by Councillor Steve Pelkman

THAT: the April 14, 2026 Community Development Advisory Committee (CDAC) Meeting adjourn at 7:03 p.m.

Carried

Chair