



COUNCIL REPORT

Meeting Date: May 21, 2019
Department: Community Services
Prepared By: Robert Lilbourne, Director
Reviewed By: Greg McClinchey, Chief Administrative Officer
SUBJECT: **Community Development Advisory Committee Minutes**

RECOMMENDATION: THAT: Report CS 15-2019 entitled Community Development Committee (CDAC) minutes be received for information and further;

THAT: Council concurs with the CDAC recommendations.

BACKGROUND

On April 8, 2019, the 4th meeting of the 2019 Community Development Advisory Committee (CDAC) was held. Below are the highlights of items the committee is currently working on and/or seeking approvals for.

Presentations/Delegations/Petitions/Communications

A letter was presented by the Director on behalf of the Strathroy-Caradoc Dog Owners Association for consideration of becoming a sub-committee of CDAC. The Director answered CDAC members questions in regards to the function of SCDOA as a subcommittee of CDAC. This recommendation was sent to Council at their March 15, 2019 meeting and approved.

Old Business

Special Events Policy and Application

The Director shared a 2nd version of the policy for review and some action items came from the review to be brought back to the May or June meeting.

Registration Updates

- 1) **Swimming Lessons** – P. Lattimore reported that current registration levels (280) are on pace to meet targets (700).
- 2) **Summer Camp** – P. Lattimore reported that registration numbers (311) are significantly ahead of last year's pace and this year's targets (650). Committee asked questions in regards to staff ratios being considered with increase and they are.
- 3) **Recreation Programs** – P. Lattimore reported that registration numbers (21) are on pace to meet targets (35). Discussed the addition of a spring Jr. Chefs program and the success of the Jr. Trades program to date.

Reports of Committees and Departments

Museum Update

No Update

PTP

No Update

All Wheels Skate Park

Meeting set for April 17, 2019

Mt. Brydges Beautification Committee

Meeting Set for April 24, 2019

New Business**Municipal Alcohol Policy – Review**

The Director conducted the annual review of the policy and some action items were identified to be brought back to the committee for review and recommendation to Council at the May meeting.

First Impression Community Evaluation (FICE)

The Director, provided overview of the program and the status of Strathroy-Caradoc's participation in the program with Ingersoll. SC completed program requirements in summer of 2018 and Ingersoll has yet to submit their final report.

Dairy Farmers Subsidy Program (Can I Play Too)

The Middlesex Dairy Producers have offered a donation of \$14,500 to the county to enhance the subsidy of recreation programs. Funds to be distributed equally among all municipalities in the county.

ATTACHMENTS

CDAC Minutes – April

STRATHROY-CARADOC
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE (CDAC)

Clench Dewan Lounge (Committee Room)
52 Frank St.
April 8, 2019
6:30 pm

AGENDA/Meeting Minutes

1. Call to Order

The meeting of the Community Development Advisory Committee was called to order at 6:30 pm.

2. Roll Call

Present:

Brad Richards, Deputy Mayor
Sandi Hipple, Councillor
Ashlie Hawkins, Member
Joel Van Bynen, Member
Chris Soares, Member
Mark Melo, Member
Raegan Harding, Member
Tony Bruinink, Member
Al Giffen, Member

Neil Flegel, Councillor
Dave Brock, Member
John Grogan, Member
Maria Tzirakos, Member
Norm Giffen, Member
Ian Nunn, Member
Fraser Macdonald, Member
Roman Lalich, Member

Rob Lilbourne, Director of Community Services
Paul Lattimore, Supervisor of Recreation, Programs and Community Liaison
Chesley Stone, Supervisor of Parks and Recreation Facilities

Regrets:

Marie Baker, Councillor
Scott McLachlan, Member
Jim Bouma, Member
Greg McClinchey, Chief Administrative Officer
Leslie Pommer, Coordinator of Customer Service and Special Events

Bill Groot, Member
Robert Fortner, Member
Marty Peterson, Member
Lindsay Kernohan, Museum Curator

3. Declaration of Pecuniary Interest

None.

4. Approval of Minutes

RECOMMENDATION: THAT the minutes of March 11, 2019 be approved

Moved by: N. Giffen

Seconded by: A. Giffen

CARRIED

5. Presentations/Delegations/Petitions/Communications

- a) Strathroy-Caradoc Dog Owners Association (SCDOA)
- R. Lilbourne presented the application for the SCDOA to become a subcommittee of CDAC with the support of 2 SCDOA members in the attendance. R. Lilbourne answered CDAC member questions in regards to the function of the SCDOA as a subcommittee to CDAC.

MOTION: that CDAC recommends to Council to accept the application from the SCDOA to be a subcommittee of CDAC.

Moved By: B. Richards

Seconded By: I. Nunn

CARRIED

Comment: SCDOA should prepare for dog park expansion to accommodate the growth of the community. Consider adequate site locations in Mt. Brydges. This recommendation was approved at the March 15, 2019 Council meeting

6. Unfinished Business

a) **Special Events Policy and Application - Review**

- R. Lilbourne reviewed the document, answered committee questions and addressed changes made since distributing document to CDAC.

Action Item – R. Lilbourne to consider a section to address radius for notifying neighbours of events.

Action Item – R. Lilbourne to review potential content for livestock section of the document.

b) **Registration Updates**

1) **Swimming Lessons** – P. Lattimore reported that current registration levels (280) are on pace to meet targets (700).

2) **Summer Camp** – P. Lattimore reported that registration numbers (311) are significantly ahead of last year's pace and this year's targets (650). Committee asked questions in regards to staff ratios being considered with increase and they are.

3) **Recreation Programs** – P. Lattimore reported that registration numbers (21) are on pace to meet targets (35). Discussed the addition of a spring Jr. Chefs program and the success of the Jr. Trades program to date.

7. Reports of Committees & Departments

a) **Museum – No Report**

b) **PTP – No Report**

Comment – The program was promoted on MyFM during Java with Joanne

c) **All Wheels Park Committee** – Meeting date set for April 17th 7pm, Clench Dewan.Room.

d) **Mt. Brydges Beautification Committee** – Meeting date set for April 24th 7pm, CS Room.

8. New Business

a) **Municipal Alcohol Policy -**

- R. Lilbourne conducted annual review of policy.

Action Item – Change department name from “Recreation Department”, to, “Community Services Department”.

Action Item – R. Lilbourne to make revision that decisions made by CAO be communicated to council in written report.

Action Item – R. Lilbourne to change terminology from “drinks”, to, “servings”.

Action Item – R. Lilbourne to all job descriptions to include Smart Serve.

Action Item – Add document review to May agenda.

b) **First Impressions Community Evaluation (FICE)**

- R. Lilbourne provided overview of the program and the status of Strathroy-Caradoc's participation in the program with Ingersoll. SC completed program requirements in summer of 2018 and Ingersoll has yet to submit their final report.

c) **Trail Conversion to Asphalt**

- R. Lilbourne reviewed the section of trail from Head Street to Victoria Street along Cuddy Fields and through Alexandra Park that will be paved this year.

d) **Off Leash Dog Park Advisory Committee (Recommendation)**

- See 5. a) for reference.

e) **Parks and Recreation Ontario (PRO) Presentation**

- R. Lilbourne and P. Lattimore presented at the annual conference on the topic of “Thinking Outside of the Box: Engaging Small Town Ontario”. The presentation was well received and requests have been made to present the topic again in the future for other communities. Committee discussion around the Downtown Market and its' operations.

f) **Dairy Farmers Subsidy Program (Can I Play Too)**

- The Middlesex Dairy Producers have offered a donation of \$14,500 to the county to enhance the subsidy of recreation programs. Funds to be distributed equally among all municipalities in the county.

9. **Enquiries or Comments by Members**

N. Giffen – Re-visited asphalt trail and voiced concerns about trucks driving on asphalt and lawn mowers damaging the path.

J. Grogan – Knights leading 3-1 in 2nd period.

B. Richards – Reminder of Optimist Easter Egg Hunt on April 20th at Alexandra Park.

I. Nunn – Informed the group of co-op opportunity for local artists.

A. Giffen – Offered kudos to the camp team for doing an excellent job during the March Break Camp.

S. Hipple – Reminder of Home Show/Family Fun Expo on April 13th at Gemini.

C. Soares – Reminders for Emergency Response Day on May 1st at Gemini, McHappy Day on May 8th and the Strathroy Lions Good Friday Brunch.

10. **Schedule of Meetings**

The next meeting of the Community Development Advisory Committee will be held May 13, 2019 at 6:30pm in the Clench Dewan Lounge at Town Hall.

11. **Adjournment** - Meeting concluded at 8:02pm.

Moved by: R. Lalich

Seconded by: M. Melo

CARRIED

Chris Soares, Chair

Paul Lattimore, Secretary