



MINUTES
Strategic Priorities Committee

July 17, 2018
9:00 am
Council Chambers, Town Hall

Council Present: Mayor Strathdee
Councillor Osborne
Councillor Van Galen
Councillor Winter
Councillor Pope
Councillor Hainer
Councillor Craigmile

Staff Present: Brent Kittmer, CAO / Clerk
Jed Kelly, Director of Public Works
Morgan Dykstra, Public Works Coordinator
Grant Brouwer, Director of Building and Development

1. CALL TO ORDER

Chair Strathdee called the meeting to order at 9:00am.

2. DECLARATIONS OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF THE AGENDA

Resolution 2018-07-17-01

Moved By: Councillor Osborne

Seconded By: Councillor Pope

THAT the July 17, 2018 Strategic Priorities Committee agenda be accepted as presented.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

None.

5. STRATEGIC PRIORITIES REVIEW

5.1 CAO 25-2018 Revised Community Grant Policy

Brent Kittmer spoke to CAO 25-2018 report and responded to questions from the Committee.

The Committee reviewed the option for a third-party administered community grant program and the option for a Town administered program. The Committee also reviewed various proposed criteria for the revised program. The key points of discussion included:

- The Town will continue to self-administer the Community Grant Program.
- The proposed “Scope” of the revised program is acceptable.
- The proposed “Eligibility” of the revised program is acceptable.
- The proposed “Ineligibility” of the revised program is acceptable, including the new exclusion of groups with a political mandate.
- The firm cost cap for individual grants should be set at \$5,000.
- In the final report for Council staff should present various options for Council to consider in respect to eligible costs limits including a blend of a firm percentage limit and a firm cap, a percentage limit as a guide and a firm cap, and a firm cap that includes cash plus in-kind costs.

The CAO was provided direction to make the necessary edits to the staff report and proposed policy, and to return the revised policy for Council consideration in August.

The Committee took a brief recess at 10:05 am.

Councillor Pope left the meeting and did not return.

Mayor Strathdee called the meeting back to order at 10:10 am.

5.2 PW 43-2018 Forestry Management By-Law

Jed Kelly and Morgan Dykstra spoke to PW 43-2018 report and responded to questions from the Committee.

The Committee reviewed the various components to be included in a proposed Forestry Management By-Law. The key points of discussion included:

- Establishing a five business day response time for tree inspection requests is acceptable, except during times when the Town is responding to an emergency situation or an adverse weather event.
- Trees deemed as hazards should be prioritized above trees needing routine maintenance.
- The tree replanting ration should be set at 1:3 when the Town removes a tree.
- A tree inventory should be considered in the 2019 draft budget.
- Protection, removal, and replacement of trees on private property should be addressed in the Forestry Management By-law by including approval to remove trees as a consideration in the Town's development process, and newly proposed Site Alteration By-law.

Resolution 2018-07-17-02

Moved By: Councillor Winter

Seconded By: Councillor Hainer

THAT PW 43-2018 be received for discussion; and

THAT the Strategic Priorities Committee recommends to Council:

THAT Staff be directed to develop a draft Forestry Management by-law based on feedback from the Strategic Priorities Committee; and

THAT Staff be directed to seek community engagement on a proposed Forestry Management by-law as detailed in PW 43-2018; and

THAT Staff be directed to maintain quadrant pruning independent of storm events; and

THAT procuring a tree inventory be referred to the 2019 Budget as a capital project consideration.

CARRIED

The Committee took a brief recess at 11:10 am. Mayor Strathdee Called the meeting back to order at 11:15 am.

5.3 DEV 29-2018 Site Alteration By-Law

Grant Brouwer spoke to DEV 29-2018 report and responded to questions from the Committee.

The Committee reviewed the various components to be included in a proposed Site Alteration By-Law and discussed how it would have applied

in the recent past, and how it would apply to known near-term developments.

Resolution 2018-07-17-03

Moved By: Councillor Van Galen

Seconded By: Councillor Craigmile

THAT DEV 29-2018 Site Alteration By-law report be received for discussion; and,

THAT the Strategic Priorities Committee recommend to Council:

THAT Staff consult with the local development industry regarding the proposed Site Alteration By-law; and

THAT Staff be directed to bring forward the final by-law to Council after consultation with the local development industry.

CARRIED

6. NEXT MEETING

Chair Stratthdee reviewed the upcoming meeting as presented in the agenda and noted several conflicts with the proposed August 21, 2018 meeting.

The Committee agreed to reschedule the August 21, 2018 meeting to August 13, 2018 at 9:00 am.

7. ADJOURNMENT

Resolution 2018-07-17-04

Moved By: Councillor Van Galen

Seconded By: Councillor Osborne

THAT this meeting of the Strategic Priorities Committee adjourn at 11:33 am.

CARRIED

Al Stratthdee, Mayor

Brent Kittmer, CAO / Clerk