



MINUTES
Strategic Priorities Committee

September 18, 2018
9:00 am
Council Chambers, Town Hall

Council Present: Mayor Strathdee
Councillor Osborne
Councillor Van Galen
Councillor Winter
Councillor Pope (arrived 9:01am)
Councillor Craigmile

Council Regrets: Councillor Hainer

Staff Present: Brent Kittmer, CAO / Clerk
Jed Kelly, Director of Public Works
Ciaran Brennan, Recreation Supervisor
Morgan Dykstra, Public Works Coordinator
Jenna McCartney, Deputy Clerk

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 2018-09-18-01

Moved By: Councillor Van Galen

Seconded By: Councillor Craigmile

THAT the September 18, 2018 Strategic Priorities Committee agenda be accepted as presented.

CARRIED

4. DELEGATIONS AND PRESENTATIONS

None.

5. STRATEGIC PRIORITIES REVIEW

5.1 CAO 36-2018 Advisory Committee Inventory and Review

Councillor Pope arrived at 9:01am.

Brent Kittmer spoke to CAO 36-2018 report and responded to questions from the Committee.

By way of consensus the Committee provided the following direction to Staff:

Discussion #1: Review of Current Inventory of Advisory Committees:

- As per the Procedure By-law, ad-hoc committee's should end with the term. It will be at the discretion of the Council-elect if they wish to reconstitute any of the ad-hoc committees.
- Staff should revise the terms of reference (TOR) for the Accessibility Advisory Committee to clearly provide that committee with the authority to reach out to third party agencies and groups for input on St. Marys accessibility issues to ensure that all range of disabilities are considered. To accommodate participation in meetings, the committee should be permitted to allow members to participate virtually. The current practice of having the Chair review projects with staff in advance of meetings should continue. The number of members of the public sitting on the committee should be revised to five.
- The TOR for the Planning Advisory Committee should be revised to reflect three members of the public sitting on the committee. The existing process of having statutory meetings held at Council rather than the Planning Advisory Committee should continue.
- Staff should post for both the Heritage Advisory Committee and the Heritage Conservation District Committee. In the interim between posting and appointment, staff should commence discussions with both committees to determine how to resolve duplication in work between the committees, the potential for slowdown in heritage permit approvals, and how the duties of the committees could be separated as a result of these two issues.
- Staff not post for an Economic Development Advisory Committee now that there is a staff position in this role.
- Members of the Youth Centre Board should be eligible for remuneration for the 2018-2022 term.

The Committee recessed at 10:38am.

Chair Strathdee called the meeting back to order at 10:45am

Discussion #2: Review Need for New Advisory Committees:

- The new term of Council should add the following advisory committees to the current compliment:
 - Recreation Advisory Committee, as a strategic focus committee and not a management or oversight committee.
 - Green Committee, as a strategic focus committee and not a management or oversight committee.
 - Youth Council

Discussion #3 Updated and Standardized Terms of Reference

- The standardized terms of reference were acceptable to the committee.
- The eligibility criteria should be expanded for the Recreation Advisory Committee, the Green Committee and the Accessibility Advisory Committee to permit youth as eligible to sit on the committee.
- The eligibility criteria should delete the requirement to be a Canadian Citizen, and focus on citizens being residents of St. Marys or personal/business property owners.
- Immediate family members of Town staff should be eligible to be members of committees, provided they do not serve on a committee where there is the potential for a conflict of interest.

Mr. Kittmer stated that the Town will advise in the coming week about the committee positions available. The application period will close November 2 and staff will report back to the Nomination Committee on November 20 with a list of all applicants.

The Committee asked that it be made clear in the ads that the new Council reserves to add and delete committees and/or change terms of reference at their discretion.

6. NEXT MEETING

Mayor Strathdee reminded the Committee that there are no further Strategic Priorities Committee meetings scheduled for this year.

7. ADJOURNMENT

Resolution 2018-09-18-02

Moved By: Councillor Pope

Seconded By: Councillor Winter

THAT this meeting of the Strategic Priorities Committee adjourn at 11:29am.

CARRIED

Al Strathdee, Mayor

Brent Kittmer, CAO / Clerk