



**MINUTES**  
**Strategic Priorities Committee**

July 19, 2022

9:00 am

Town Hall, Council Chambers

Council Present: Mayor Strathdee (in-person)  
Councillor Craigmile (in-person)  
Councillor Edney (in-person)  
Councillor Hainer (video conference)  
Councillor Luna (video conference)  
Councillor Pridham (in-person)  
Councillor Winter (in-person)

Staff Present: **In-Person**  
Brent Kittmer, Chief Administrative Officer  
Jenna McCartney, Clerk

**Conference Line**  
Grant Brouwer, Director of Building and Development  
Stephanie Ische, Director of Community Services  
Jed Kelly, Director of Public Works  
André Morin, Director of Corporate Services / Treasurer

**1. CALL TO ORDER**

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

**2. DECLARATIONS OF PECUNIARY INTEREST**

None.

**3. AMENDMENTS AND APPROVAL OF THE AGENDA**

**Resolution 2022-07-19-01**

**Moved By:** Councillor Edney

**Seconded By:** Councillor Craigmile

**THAT** the July 19, 2022 Strategic Priorities Committee agenda be accepted as presented.

**CARRIED**

## **4. STRATEGIC PRIORITIES REVIEW**

### **4.1 COR 33-2022 2023 Pre-Budget**

Andre Morin presented COR 33-2022 report.

The Committee reviewed the pre-budget items and discussed the Town's investment strategy.

The Committee was of the consensus that a report back regarding the actual cost of the HVAC at the Pyramid Recreation Centre is required, with information regarding if the Town requires further HVAC upgrades to improve infection control measures in the building.

The Committee discussed a budget target for the 2023 budget and will provide staff with direction through a resolution.

#### **Resolution 2022-07-19-02**

**Moved By:** Councillor Winter

**Seconded By:** Councillor Edney

**THAT** COR 33-2022 2023 Pre-Budget report be received; and

**THAT** the Strategic Priorities Committee recommends to Council:

**THAT** Council approves the proposed 2023 timelines; and

**THAT** Council provides pre-budget approval for the following projects:

- \$150,000 - PRC – 2 HVAC units
- \$10,000 - Cameras (Kin Pavilion & Cadzow Pavilion)
- \$600,000 - Town Hall Roof Replacement
- \$43,000 - MOC Carpet Replacement
- \$25,000 - MOC Painting of Admin Side; and

**THAT** Council provides the following budget direction to staff:

- target the 2023 budget increase of 2%.

**CARRIED**

### **4.2 ADMIN 39-2022 Report Back on Draft Refreshment Vehicle By-Law**

Brent Kittmer presented ADMIN 39-2022 report.

The Committee discussed the option of permitting refreshment vehicles to be located on industrial, commercial and institutional zoned property.

Staff confirmed that the fees will be brought back to Council for final approval at a future meeting.

**Resolution 2022-07-19-03**

**Moved By:** Councillor Luna

**Seconded By:** Councillor Edney

**THAT** ADMIN 39-2022 Report Back on Draft Refreshment Vehicle By-Law report be received; and

**THAT** staff be directed to make the following updates to the draft Refreshment Vehicle By-law and report to Council with a final draft:

- Update the private property location requirements to permit Refreshment Vehicles to operate on any industrial, commercial, or institutional zoned property;
- Update the proposed fees to those as recommended in report ADMIN 39-2022.

**CARRIED**

The Committee took a brief break at 10:48am.

Chair Strathdee called the meeting back to order at 11:00 am.

**4.3 ADMIN 40-2022 Advisory Committee Inventory and Review**

Jenna McCartney presented ADMIN 40-2022 report.

The Committee was of the consensus that the proposed Heritage and Culture Advisory Committee be comprised of one member of Council and up to eight members of the public.

Councillor Hainer departed the meeting at 11:31 am.

**Resolution 2022-07-19-04**

**Moved By:** Councillor Pridham

**Seconded By:** Councillor Luna

**THAT** ADMIN 40-2022 Advisory Committee Inventory and Review report be received; and

**THAT** that the Strategic Priorities Committee recommends to Council:

**THAT** Council direct staff to place a call for applications for advisory committee members; and

**THAT** Council approves housekeeping amendments to the following advisory committee terms of reference:

- Committee of Adjustment
- Community Policing
- Green; and
- Recreation and Leisure; and

**THAT** Council makes the following recommendations to the 2022-2026 Nomination Committee:

- **THAT** the Accessibility Advisory Committee be disbanded, and that staff be directed to continue to follow the legislative requirements of the Accessibility for Ontarians with Disabilities Act with respect to consultation with persons with disabilities through a wide scope of communication tools.
- **THAT** the Heritage Advisory, Museum Advisory and Public Art Advisory Committees be amalgamated as the Heritage and Culture Advisory Committee.
- **THAT** the Recreation and Leisure Services Advisory and Senior Services Advisory Committees be amalgamated as the Recreation and Leisure Services Advisory Committee.
- **THAT** the youth council no longer be deemed to be an advisory committee of Council but remain a stakeholder group to be consulted by staff.

**CARRIED**

**5. NEXT MEETING**

August 23, 2022 - 9:00 am, live streamed to the Town's YouTube channel

**6. ADJOURNMENT**

**Resolution 2022-07-19-05**

**Moved By:** Councillor Pridham

**Seconded By:** Councillor Craigmile

**THAT** this meeting of the Strategic Priorities Committee adjourns at 11:42 am.

**CARRIED**

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Al Stratthdee, Mayor

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Jenna McCartney, Clerk