



ATTENDING

- Mayor Jodi MacKay
- Deputy Mayor Jennifer Ingham
- Councillor Mike Butler
- Councillor Wendy Elliott
- Councillor Ian Palmeter
- Councillor Kelly van Niekerk
- Chief Administrative Officer, Glenn Horne
- Recording Secretary, Laura Morrison

ALSO ATTENDING

- Director, Finance & Corporate Services Beth Hopkins
- Director of Engineering and Public Works, Alex de Sousa
- Director of Planning and Economic Development, Devin Lake
- Manager of Communications & Strategic Initiatives, Barb Shaw
- GIS Coordinator, Trevor Robar

REGRETS

- Councillor Howard Williams

CALL TO ORDER

Chair, Deputy Mayor Ingham, called the meeting to order at 8:33 am.

Mayor MacKay read the Land Acknowledgement

Agenda Item	Discussion and Decisions
1. Approval of Agenda	<p>10-01-25 IT WAS REGULARLY MOVED AND SECONDED THAT THE AGENDA BE APPROVED AS CIRCULATED.</p> <p style="text-align: right;">CARRIED</p>
2. Declarations of Conflicts of Interest	<ul style="list-style-type: none"> • None
3. Public Input	<ul style="list-style-type: none"> • None
4. Staff Reports for Discussion	
<p>a. IR 003-2025: Budget Process and Accompanying Information</p>	<ul style="list-style-type: none"> • Overview of budget process, what to expect today and timelines. • Budget and operations plan will be built to Council priorities • What Council heard at the door is being considered. Some items will be part of the Operations Plan, items that are already being



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	<p>undertaken and some of the low hanging fruit and further items will be discussed as part of Council’s strategic plan.</p> <ul style="list-style-type: none"> • Discussion on public engagement. • Q2 financial statements discussion • Comparative Financial Condition Indicators • Cost of Living Adjustments • Discussion on Assessments • Capital Investment Plan Discussions – 3/5-year focus – change from 10 years – communicate the transition to manage public expectations. • Wayfinding discussion • Active Transportation Discussion: re-tendering project with a different scope including crosswalk projects and intersection safety – AT project plan to come back to council.
Lunch Break 12noon - 12:30pm	
	<ul style="list-style-type: none"> • Discussion on various ongoing projects • Information on what SCADA (Supervisory control and Data Acquisition) is, controls the workstations, upgrades required. • Storm Water Management Allowance – working with CBCL consultants. The work will take around half of the allocated budget and half for priorities CBCL will identify. This year’s budget will look at the assessment and recommendations which could take to summer/fall. • Trail and Parks discussion • Pickleball discussion <p>Council Input Discussion <i>Increase in service levels considerations:</i></p> <ul style="list-style-type: none"> • After school community programming for younger children • Drop-in centre for youth (Rec centre – revamp) • Automatic door openers in Rec Centre are installed but require a fibre drop. • Compost Site discussions to come back to council. • Discussion on recycling services • Crosswalk Lights at University Ave/managed pedestrian crossing at certain intervals. • Four-way stop



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	<p><i>Decrease in service levels:</i></p> <ul style="list-style-type: none"> • Scheduling of watering of parks/hanging baskets. • Tax Options will be discussed at next meeting
<p>b. Review of Operations Plan Outline</p>	<ul style="list-style-type: none"> • Operational Plan helps allocate resources (human, financial, time and equipment), set expectations and inform public. • Structure revamp of Ops plan – telling story of what the Town is spending time on. • Project Charter Briefs in Operational Plan as an appendix. • Remove old Priority Initiatives from Strategic Plan
<p>5. Public Input</p>	<ul style="list-style-type: none"> • None
<p>6. Regular Meeting Adjourned</p>	<p>11-01-25 IT WAS REGULARLY MOVED AND SECONDED THAT THE REGULAR MEETING ADJOURN AT 2:44pm.</p>

Approved by Committee of the Whole Motion 04-02-25 February 2025
 As recorded by Laura Morrison, Town Clerk