

COMMITTEE OF THE WHOLE MEETING

Thursday, October 11, 2012
55 Zina Street, Orangeville
Sutton Room - 5:00 p.m.



Declarations of Pecuniary Interest by Members

1. COMMITTEE OF THE WHOLE – October 11, 2012 – ITEM #1
Community Strategic Plan

Update from the Consultants on the recommendations made regarding the Strategic Planning Exercise and the recommendations made by Council at its last meeting. A report is attached.

For consideration of the Committee.

DUFFERIN COUNTY

MOVING FORWARD WITH DEVELOPING THE COMMUNITY STRATEGIC PLAN

Dufferin County initiated a process to assist Council, staff and stakeholders in a holistic approach to developing a County strategic plan. The Consulting Firm, DPRA Canada was retained to assist with the facilitation of the engagement activities and the development of the Community Strategic Plan.

The final Strategic Plan will identify five and ten year strategic goals and objectives that capitalize on the many strengths and opportunities across the County.

A summary report was presented to County Council (September 13th, 2012) providing an overview of the community engagement process and key findings from the engagement activities, including the council, staff and stakeholder interviews, workshops and community survey.

There were many key actions identified through the strategic planning engagement process. Many of these priorities focus on broader community issues and support the findings of the Community Well Being Report reinforcing the fact that they are important to the community.

The top priorities were identified in the areas of:

1. Protection of the natural environment;
2. Promotion of economic development including initiatives related to agriculture, tourism and the Arts;
3. Improved and accessible health care and social services;
4. A county-wide coordinated and collaborative land-use planning model that is beneficial to sustainable land-use planning;
5. Better communication and collaboration.

The final County of Dufferin Strategic Plan should ensure that Dufferin is responsive to, and prepared for, existing and emerging contextual realities, challenges and opportunities such as increasing growth pressures, an aging population, an influx of younger families and the needs

and desires of the community. The Plan should identify a collective vision to ensure Dufferin remains a beautiful, safe, sustainable, well-managed and prosperous community.

In a typical strategic planning process, a draft plan would be prepared from the findings in the consultation process using the identified priorities as the basis for specific goals, objectives and actions supporting a broader vision and mission. However, prior to moving forward with creating a plan for the County of Dufferin, it is important to acknowledge that a number of the comments and priorities captured during the consultation process are issues outside the scope of the current County responsibilities.

In order to determine the next steps in the process, the following motion was passed at the September 13th Council Meeting regarding the extent to which the broader community's priorities are incorporated.

Moved by Councillor Oosterhof, seconded by Councillor Taylor,

THAT Council consider Option 2 and Option 3 as follows and have further discussions on what the options will include;

Continue consultations and discussions with local municipalities to determine if there are shared issues and priorities that could be identified and incorporated into a broader municipal/community plan;

Perform a coordinating role to identify and engage community partners who may have an interest in working together on the issues that have been identified as outside the current corporate mandate of Dufferin County to develop a comprehensive Community Strategic Plan.

AND THAT staff report back to Council with the appropriate cost attached to each option.

-Carried-

The subsequent pages provide an overview of the next steps and moving forward to work with local municipalities and community stakeholders to draft a Community Strategic Plan that includes key priorities and common goals.

OPTION 2

Continue consultations and discussions with local municipalities to determine if there are shared issues and priorities that could be identified and incorporated into a broader municipal/community plan.

This option will include:

Task	Description
Task 1: Logistics Planning Meeting	<ul style="list-style-type: none"> • DPRA will organize a project team meeting with key County of Dufferin Staff to review the steps required to conduct additional discussions with local municipalities.
Task 2: Develop Agenda and Presentation Materials	<ul style="list-style-type: none"> • DPRA will develop an agenda and presentation materials for a workshop for members of all of the local Councils. • DPRA will prepare guiding questions that will be used to facilitate the discussion.
Task 3: Attend and Facilitate Workshop	<ul style="list-style-type: none"> • DPRA will attend and facilitate the workshop with the local councils. • This workshop will include a presentation of the engagement program findings. • Participants will be engaged in a conversation to determine if there are shared issues and priorities that could be identified and incorporated into a broader municipal/community plan.
<p>** OPTIONAL</p> <p>Task 3A: Attend and Facilitate Focused Workshops</p>	<ul style="list-style-type: none"> • DPRA will organize, attend and facilitate additional focused workshops or discussions (if required) with interested participants to further discuss the common goals and priorities identified specific to their area of interest. • More detailed discussion may occur specific to: <ul style="list-style-type: none"> ○ Economic development ○ Tourism ○ Emergency services ○ Libraries ○ Recreation and Leisure ○ Natural environment and source water protection ○ Heritage ○ Transportation and roads.
Task 4: Develop Summary of Discussions	<ul style="list-style-type: none"> • DPRA will develop a summary report that includes the findings from the discussions with the local municipalities.

OPTION 3

Perform a coordinating role to identify and engage community partners who may have an interest in working together on the issues that have been identified as outside the current corporate mandate of Dufferin County to develop a comprehensive Community Strategic Plan.

Task	Description
Task 5: Identification of Community Groups and Stakeholders	<ul style="list-style-type: none"> • DPRA will organize a project team meeting with key County of Dufferin Staff to review the steps required to conduct additional discussions with community stakeholders. • DPRA will develop a list of proposed community groups and stakeholders to be invited to participate in further discussions.
Task 6: Develop Agenda and Presentation Materials	<ul style="list-style-type: none"> • DPRA will develop an agenda and presentation materials for the Community group discussions. • DPRA will prepare guiding questions that will be used to facilitate the discussions.
Task 7: Attend and Facilitate Focused Discussion (Assuming 4)	<ul style="list-style-type: none"> • DPRA will attend and facilitate the community group discussions. • These discussions will include a presentation of the engagement program findings • Participants will be engaged in a conversation to determine if there are shared issues and priorities that could be identified and incorporated into a broader municipal/community plan. • DPRA engage participants in a discussion to further discuss the common goals and priorities identified specific to their area of interest. • Focused discussions could be organized with participants representing the following sectors: <ul style="list-style-type: none"> ○ Economic development ○ Tourism ○ Emergency services ○ Libraries ○ Recreation and Leisure ○ Natural environment and source water protection ○ Heritage ○ Transportation and roads.
Task 8: Develop Summary of Discussions	<ul style="list-style-type: none"> • DPRA will develop a summary report that includes the findings from the discussions with the community stakeholder groups.

PROPOSED BUDGET (DRAFT)

The following budget supports the proposed approach to additional consultations with local municipal Councils and community groups.

	<i>Project Director</i>	<i>Project Manager</i>	<i>Project Researcher</i>	Total Hours / Task	Total Cost (\$)
Option 2: Continue consultations and discussions with local municipalities to determine if there are shared issues and priorities that could be identified and incorporated into a broader municipal/community plan.					
Task 1: Logistics Planning Meeting		4.0	4.0	8.00	\$1,020.00
Task 2: Develop Agenda and Presentation Materials	4.0	7.5	4.0	15.50	\$2,562.50
Task 3: Attend and Facilitate Workshop (1/2 each)	6.0	7.5	7.5	21.00	\$3,412.50
<i>OPTIONAL Task3A: Attend and Facilitate Focused Workshops (\$8,000)</i>				0.00	\$0.00
Task 4: Develop Summary of Discussions	4.0	7.5	7.5	19.00	\$2,912.50
<i>Sub-Total Hours</i>	14.0	26.5	23.0		
<i>Sub-Total Fees</i>	\$3,500.00	\$4,107.50	\$2,300.00		\$9,907.50
Option 3: Perform a coordinating role to identify and engage community partners who may have an interest in working together on the issues that have been identified as outside the current corporate mandate of Dufferin County to develop a comprehensive Community Strategic Plan.					
Task 5: Identification of Community Groups and Stakeholders		4.0	6.0	10.00	\$1,220.00
Task 6: Develop Agenda and Presentation Materials		10.0	4.0	14.00	\$1,950.00
Task 7: Organize Community Group Discussions		4.0	7.5	11.50	\$1,370.00
Task 8: Attend and Facilitate Focused Discussion (Assuming 4)		16.0	10.0	26.00	\$3,480.00
<i>Sub-Total Hours</i>	0.0	34.0	27.5	61.50	
<i>Sub-Total Fees</i>	\$0.00	\$5,270.00	\$2,750.00		\$8,020.00
Drafting the Plan					
Task 9: Develop the Draft Plan	4.0	22.5	22.5	49.00	\$6,737.50
Task 10: Community Review		10.0		10.00	\$1,550.00
Task 11: Revise Draft Plan		10.0	7.5	17.50	\$2,300.00
<i>Sub-Total Hours</i>	4.0	42.5	30.0	76.50	
<i>Sub-Total Fees</i>	\$1,000.00	\$6,587.50	\$3,000.00		\$10,587.50
<i>Total Fees</i>	\$4,500.00	\$15,965.00	\$8,050.00		\$28,515.00
<i>Less estimated remaining balance</i>					\$10,000.00
<i>Total Additional Cost</i>					\$18,515.00