
SCHEDULE 'A'

MUNICIPALITY OF PORT HOPE

**COMMUNITY CONSULTATION
SESSION HIGHLIGHTS
MAY 29, 2018
REVISION 0**

Participants:
See participant list
In Association with:
Queen's University Executive Decision Centre
Facilitator: Erik Lockhart
Ph#: 613 533-6681
E-mail: elockhart@business.queensu.ca

□

Table of Contents

Executive Summary	3
1.0 – Group 1 (n = 15)	5
1.1 – Accomplishments in past three years.....	5
1.2 – Gaps and Needs.....	6
1.3 – External Factors, Trends, Developments	7
1.4 – Priorities in 2019-2021	8
1.5 – Making Port Hope a Greener Community	11
2.0 – Group 2 (n = 22)	12
2.1 – Accomplishments in past three years.....	12
2.2 – Gaps and Needs.....	13
2.3 – External Factors, Trends, Developments	14
2.4 – Priorities in 2019-2021	15
2.5 – Making Port Hope a Greener Community	18
Appendices	19
A – Session Overview.....	19
B – Process Overview.....	20

□

Executive Summary

This document has proceedings from two community consultations held on May 29, 2018 at Town Hall. The purpose of the workshop was to get input from the community on the big accomplishments from our last strategic plan and important priorities for the next three years so that Council can hit the ground running in the new term. Each group was asked the following questions:

1. What do you feel are the most **important achievements** from the last three years?
2. What **gaps** do you think are most significant (what is still o/s)?
3. What has **changed in our environment** (factors, influences, new developments locally and beyond)?
4. **Key Priorities in 2019-2022.** What do we need to focus on in the next three years? If we could only have a few priorities, what would they be?
5. Green Thrust. Here are four priorities suggested by our consultants. Do you agree that we should continue our emphasis on being a green municipality?

Below are the highlights.

Priorities (Group 1)

1. Housing: affordable, planning, development, zoning, intensification of urban area.
2. Plant more trees, native vegetation, to respect Oak Ridges Moraine to protect our headwaters, implement the Declaration to a healthy environment.
3. Financial management and sustainability is top priority: (i) Budget process more transparent and accessible for wider group and (ii) Funding of reserves (iii) Generate \$\$ other than raising taxes.
4. Environmental and sustainability considerations on (i) waste management and recycling need measurements and education, (ii) municipal vegetation management (including roadsides) to protect trees, avoid invasive species
5. Investigate opportunities to improve transportation connectivity
6. Need a new waterfront plan ASAP to help give PHAI some direction
7. Support Agricultural operations and make Agricultural businesses, our biggest employer, more important in the overall Strategic Plan
8. Collaboration between municipalities and county (shared services)

Priorities (Group 2)

1. Homelessness/affordable housing **Role of the Municipality:** Change bylaws, coordinate with County, awareness & advocacy, land availability
2. Become a leader in social innovation by developing an advisory group to understand the social well-being of Port Hope and advocate to County and other levels of government, to meet those needs **Role of the Municipality:** build on our unique achievements, consult with groups in community, advocate to County/Province, be the leader, best practice in social innovation
3. Attracting new businesses, keeping existing businesses open, sustainability of business development
4. Diversify and expand attraction base that defines our unique identity and offers things to do here: e.g. indoor farmers market,
5. Provide funding for organizations and creating new spaces for radically-inclusive community engagement (dinners, art programs, Indigenous relations, cultural experiences).

Facilitator's Notes:

- a. The symbol // or ... indicates that two similar ideas have been merged together.
- b. This document contains the meeting proceedings and is not intended as a "Final Report"

1.0 – Group 1 (n = 15)

1.1 – Accomplishments in past three years

What do you feel are the most important achievements of the Municipality from the last three years?

Note: these are not ranked

- (1/1) Council meetings are now available on You Tube. (need to add a tracking tool to know when each topic is on the tape.)
- (1/2) clarification of roles of council and staff leading to more collaborative management and issue integration
- (1/3) Barrett Street Bridge big improvement, plus roads in town, play set (adult exercise park)
- (1/4) Policing of fishing regulations in the Ganny
- (1/5) lots more guardrails in the rural ward led to intensive discussion
- (1/6) 3 years coincides with council turnover in 2014 - new bums in council seats -> renewal
- (1/7) it is hard to identify exactly why (as a citizen) but the current council seems to be far more engaged, open to dialogue, transparent and prepared to engage than the previous council.
- (1/8) The infrastructure in both Wards has been recognized as being important and we are seeing actual improvements. An example is the feasibility study of the water main to Welcome funded DOT. Police and Fire Services in Ward 1 has seen improvements.
- (1/9) recognize the need for three firehalls and renovations of 1, 2 and 3
- (1/10) Tourism department has made improvements
- (1/11) Marketing plan for municipality - tourism, attract business
- (1/12) Improvements to the bus/transit system such as adding a express route to Cobourg.
- (1/13) CIP (community improvement plan)
- (1/14) more emphasis on healthy environment in Port Hope -> important for community well being e.g. BlueDot declaration and adoption of principles

1.2 – Gaps and Needs

What gaps and needs do you think are most significant (what is still o/s)?

Note: these are not ranked

(2/1) To be sustainable, to support a healthy lifestyle, and to preserve and enhance the natural environment, implementing the Blue Dot Declaration fills the gap since it was adopted in January of 2018. More should be done for the preservation and sustainability of the natural environment in Port Hope.

(2/2) Why does Port Hope not have an environmental department? What staff are allocated to environmental oversight of all other departments?

(2/2.1) why no environment advisory committee

(2/3) Strategic initiatives need to come with measurement and accountability methods to see results

(2/3.1) No measurables to identify deliverables from the Strategic Plan. No timeframes or owners attached to any item in the Plan.

(2/3.2) No tracking or reporting of progress on the Strategic Plan.

(2/4) understanding of municipal responsibilities and areas for other levels of government - why is Port Hope become a green house gas police agency

(2/5) Consultations have been attempted and slightly improved but citizen input is still sought after the fact rather than meaningfully involved up front

(2/5.1) lack of public engagement regarding the proposed Ring Road.

(2/6) Lack of attention to managing Financial Reserves - a disaster is looming.

(2/7) Waterfront planning is non existent for now or future (notwithstanding PHAI initiative..

(2/8) Municipality needs to spend more time with PHAI planning)

(2/9) Promise of present council in last election to involve community expertise has not been broadly delivered.

(2/10) There continues to be gap in internet infrastructure between Ward 1 and Ward 2 which is not necessarily a Municipal deliverable however the Municipality could facilitate on behalf of Ward 2 with the Fed's, Province and EORN. Ward 2 is falling behind in this capability and it can make a significant difference in communications and inclusion.

(2/11) Connection to major transportation providers such as GO and Via Train.

(2/12) The division between the Rural and Urban communities is more prevalent and divisive than it was when this Council took office.

(2/12.1) Acknowledgment of rural issues is still limited and top down - rural area must be recognized as more than a hinterland to the town

(2/13) Lack of business development in Port Hope - in fact businesses are driven away by restrictions and barriers

(2/14) Youth engagement - need millenials involved in democratic process... developing municipal priorities

(2/14.1) Lack of employment opportunities for young

(2/14.2) Affordable housing

1.3 – External Factors, Trends, Developments

What has changed in our environment (factors, influences, new developments locally and beyond)?

Note: these are not ranked

(3/1) Housing - no new rental housing, push out from GTA; pricing out young families, retirees, fixed/low-income. Becoming a community of people with money.

(3/2) Opening of 407 on our boundary -> pressure on green belt, oakridges moraine, farmland values

(3/3) also, massive changes at MPAC -> some rural lands being viewed as potential development opportunities -> taxes go up for farmers

(3/4) Changing demographics - aging population, but also younger population being pushed out of GTA. Newborn boom recently.

(3/4.1) Provision of Health care services -> may need more municipal direction with aging population

(3/4.2) Cost of housing especially impacts on aging population

(3/5) Prov election

(3/6) Job availability/business opportunities? Minimum wage increase, taxes, utilities, etc.

(3/7) PHAI clean up. Negative impacts during clean up, positive impacts after clean up? Changing/delayed timelines?

(3/8) Transparency/visibility/accountability of public figures - e.g., sexual harassment

(3/9) The effects of climate change is becoming more serious eg. level 2 drought in 2016; flooding of 2017. One of method of ameliorating it is to plant more trees as per Municipal Forest Master Plan (which would address the drought and flooding).

Designating staff responsible for environmental oversight. Extending the Greenbelt to Port Hope.

1.4 – Priorities in 2019-2021

Item	What are the SIX most important	Average	#votes/19
12	Housing - affordable, planning & development, zoning. Intensification of the urban area.	0.79	15
4	Plant more trees, native vegetation, to respect Oak Ridges Moraine (no more building permits, aggregates, golf courses) to protect our headwaters, implement the Municipal Declaration to a healthy environment. Establish an Environmental Committee and staff to implement the "vision of preserving and enhancing our natural environment". ..With the elimination of the OMB, how will the municipality balance the needs of growth with the needs of keeping a sustainable and green environment into the future	0.74	14
7	Financial management and sustainability are top, over-arching priority: whether you believe it is good and must be maintained or whether you believe it can be improved (i) Budget process more transparent and accessible for wider group and (ii) Funding of reserves (a) in accordance with requirements and (b) responsibly	0.74	14
3	Environmental and sustainability considerations on (i) waste management and recycling need solid measurements and education, not general assumptions and (ii) municipal vegetation management (including roadsides) to protect trees, avoid invasive species dominance and unnecessary chemical applications	0.63	12
11	Investigate opportunities to improve transportation connectivity (GO/Via)	0.47	9
2	Need to do a new waterfront plan ASAP to help give PHAI some direction as to the state they leave the land in	0.37	7
8	Support the Agricultural operations and make Agricultural businesses more important in the overall Strategic Plan. Agriculture is our biggest employer and industry yet receives scant recognition and support	0.37	7
14	Collaboration between/within municipalities and county (shared services -> police, waste, etc.)	0.37	7
5	Improve and enhance walking, cycling and public transportation for a healthy population and environment and trail maintenance	0.32	6
1	Internet improvements ... Look for opportunities to improve internet throughout the municipality	0.26	5

9	Promote and attract more film industry as a heritage building hot spot	0.21	4
10	To engage the newly elected provincial government for the purpose of obtaining municipal available funding/services.	0.21	4
13	Generate revenue for the municipality other than raising taxes. Reserves are gone, mounting expenses. e.g. tourism, film attraction, etc	0.21	4
6	Must be careful not to label the town a retirement town New industry will not come here	0.16	3

1st screening (top three from each table):

Plenary ...Overall aim: Sustainability of the community as a whole - live, work, play, stay.

- 1) Internet improvements ... Look for opportunities to improve internet throughout the municipality
- 2) Need to do a new waterfront plan ASAP to help give PHAI some direction as to the state they leave the land in
- 3) Environmental and sustainability considerations on (i) waste management and recycling need solid measurements and education, not general assumptions and (ii) municipal vegetation management (including roadsides) to protect trees, avoid invasive species dominance and unnecessary chemical applications
- 4) Plant more trees, native vegetation, to respect Oak Ridges Moraine (no more building permits, aggregates, golf courses) to protect our headwaters, implement the Municipal Declaration to a healthy environment. Establish an Environmental Committee and staff to implement the "vision of preserving and enhancing our natural environment". ..With the elimination of the OMB, how will the municipality balance the needs of growth with the needs of keeping a sustainable and green environment into the future
- 5) Improve and enhance walking, cycling and public transportation for a healthy population and environment and trail maintenance
- 6) Must be careful not to label the town a retirement town New industry will not come here
- 7) Financial management and sustainability are top, over-arching priority: whether you believe it is good and must be maintained or whether you believe it can be improved (i) Budget process more transparent and accessible for wider group and (ii) Funding of reserves (a) in accordance with requirements and (b) responsibly
- 8) Support the Agricultural operations and make Agricultural businesses more important in the overall Strategic Plan. Agriculture is our biggest employer and industry yet receives scant recognition and support
- 9) Promote and attract more film industry as a heritage building hot spot
- 10) To engage the newly elected provincial government for the purpose of obtaining municipal available funding/services.
- 11) Investigate opportunities to improve transportation connectivity (GO/Via)
- 12) Housing - affordable, planning & development, zoning. Intensification of the urban area.

12.1) Environmentally sustainable affordable housing for all ages. Need for rental, entry level homes, seniors who want to downsize. Encourage innovation (Netherlands) for sustainable living

13) Generate revenue for the municipality other than raising taxes. Reserves are gone, mounting expenses. e.g. tourism, film attraction, etc

14) Collaboration between/within municipalities and county (shared services -> police, waste, etc.)

Ideas that did not make the 1st screening:

(1) Team 1

(1/1) Attract new businesses to allow for increased employment opportunities for youth

(1/2) Ensure Human Rights are respected here and around the world.

(1/3) More affordable housing

(1/4) Look into expanding the role of renewable energy

(1/5) Look at how mental health care can be improved for people living and working here

(1/6) Take measure to tackle the crisis of climate change

(1/7) Look into installing solar panels where possible on public buildings for energy use

(1/8) Share cost savings with surrounding municipalities

(1/9) Explore the possibility of the expansion of the Green Belt

(2) Team 2

(3) Team 3

(3/1) More proactive staff planning about "this is what we want" and then going to developers

(3/2) Travel/transportation - within the town, municipality; outside of the town.

(3/3) PHAI

(3/4) Waterfront -

(3/5) Division between Ward 1 and Ward 2

(3/6) Animosity between Port Hope and Cobourg

(3/7) Attracting new businesses, keeping existing businesses open, sustainability of business development

(3/8) Marketing - starting to see improvements (good things happening!)

(3/9) Tourism; how do we keep people (especially locals) here?

(3/10) Plan currently focuses on buildings, heritage, etc., needs more focus on the actual people involved

(3/11) Redevelopment of derelict buildings (file factory, Queens hotel, opera house, old hospital)

(3/12) Family-friendliness, senior-friendliness; walkability, cycling

(4) Team 4

(4/1) Communication that is two sided, both from the Community to the Council and vice-versa. Clarity and consistency are key elements.

(4/2) Attract new businesses, support and enhance existing businesses and make doing business in Port Hope much easier.

(5) Team 5

(5/1) Need to attract new industry

(5/2) Need to live up to what the community wants and not just tossed by council

1.5 – Making Port Hope a Greener Community

Here are four priorities suggested by our consultants. Do they make sense? Do you agree that we should continue our emphasis on being a green municipality?

Note: these are not ranked

- 1) Waste diversion tactics
- 2) Storm water management
- 3) Transportation – public and private and the realities of dealing with national realities of an aging population
- 4) Downtown/urban regeneration-design and how this will be impacted by an aging population.
- 5) Guard and protect the natural environment e.g. Ganaraska Forest
- 6) need to ensure the rural community is engaged
- 7) Agriculture operations: lots that can be done wrt sustainability and greening of our region
- 8) Examine role of climate change and how the municipality can deal with it
- 9) Engage youth - how can our young people be retained and engaged to get their ideas on improving our sustainability?
- 10) How to maintain our identity here of being a small fantastic place to live with lots of growth, 407, spread of GTA? without turning into whitby?!

□

2.0 – Group 2 (n = 22)

2.1 – Accomplishments in past three years

Most important achievements of the Municipality from the last three years?

Note: these are not ranked

- (1/1) Active leisure space at riverside park
- (1/2) Moving of the Farley Mowat memorial to riverside.
- (1/3) Improved collection of unpaid taxes
- (1/4) Some effort was made to improve transit system.
- (1/5) Funding to Green Wood Coalition Art Program and a leaning toward funding more cultural programming.
- (1/6) Age friendly plan implemented
- (1/7) Updated playgrounds.
- (1/8) general emphasis at making the Town more active/accessible -> Cavan Street Outdoor Activity "Gym"
- (1/8.1) Footpath paving along River
- (1/9) New bridge.
- (1/10) Ruth Clarke Centre parking lot paved FINALLY with ping pong!!!
- (1/11) murals painting on River

2.2 – Gaps and Needs

Gaps and needs do you think are most significant (what is still o/s)?

Item	What are the six most important gaps	Average	#votes/21
3	Improved and added local social services.: Provision of more services in Port Hope (those that are typically located in Cobourg) weekly, e.g. for people who have difficulty driving to cobourg (womens shelter, warm space, Mental health services., addictions services, creation of gender neutral crisis intervention centres/resources) . . . need advocacy to enhance provision of these services locally	1.00	21
2	Affordable rental housing ...Low-income and transitional housing needs. ..More senior and accessible housing that is up to date and up to standard.	0.95	20
12	Coordination of crisis response services (note: recent fire)	0.76	16
1	Transportation difficulties (bus,train) ..Bus system continues to have unreliability issues.	0.52	11
10	More long-term care and palliative care facilities.	0.52	11
5	work more in hives rather than siloes (people/groups do lots of different things - need more coordination)	0.43	9
6	Lack of garbage and recycling bins along walking routes, beaches, trails, green spaces.	0.43	9
9	Affordable or free training programs for PSWs or long-term/senior care workers.	0.33	7
7	Town support of Firefighters Museum	0.29	6
11	Improve the beaches	0.29	6
4	Municipal communications of accomplishments	0.19	4
8	lack of information for newcomers to our community	0.14	3

2.3 – External Factors, Trends, Developments

What has changed in our environment (factors, trends, influences, new developments locally and beyond)?

Note: these are not ranked

- 1) PHAI large influence over decision making -> seem to have too much say in running things (e.g. Ring Rd.)
- 2) Major new development at the top of town near the golf course
- 3) West beach has been ignored and industry want to add a ring road
- 4) Environmental sustainability has become a more important value -> is there an opportunity for the Municipality?
- 5) Firefighters museum lost as a tourist attraction
- 6) Inflated housing prices has put pressure on both sale and rental market (including commercial space)
- 7) Stores have closed due to high rent
- 8) Demographics changing: 65+ cohort increasing
- 9) Waste management: lack of garbage bins and maintenance on trails, green spaces
- 10) Relationship with indigenous people and land -> enhanced awareness of symbols, tradition, history

2.4 – Priorities in 2019-2021

What do we need to focus on in the next three years? If we could only have a few priorities, what would they be?

Item	What are the SIX most important	Average	#votes/21
2	Homelessness/affordable housing * Role of PH: change bylaws, coordinate with County, awareness & advocacy, land availability	1.00	21
11	Become a leader in social innovation by developing an advisory group to understand the social well-being of Port Hope and advocate to County and other levels of government, to meet those needs	0.76	16
13	Diversify and expand attraction base that defines our unique identity and offers things to do here: e.g. indoor farmers market,	0.57	12
1	Attracting new businesses, keeping existing businesses open, sustainability of business development	0.52	11
12	Provide funding for organizations and creating new spaces for radically-inclusive community engagement (dinners, art programs, Indigenous relations, cultural experiences). (Suggested action: In the "Our Guiding Principles" of the Community Strategic Plan change 'Mutual Respect' to 'Inclusivity' and re-write the blurb accordingly.)	0.52	11
7	Harbour/waterfront development plan	0.43	9
10	Greater environmental awareness and support (ensuring that there are bins for both waste and recycling in walking spaces and meeting spaces; green businesses; educating community on contaminating recyclables).	0.38	8
3	Focus on transit -> more accessible, easier to get around Port Hope	0.33	7
4	Attracting younger families with kids	0.33	7
8	Get rid of empty stores -> Remove tax break for vacant properties	0.33	7
9	Communication ie. emergencies.....	0.33	7
6	More supports for children and adults with disabilities	0.29	6
5	Providing more free outdoor activity opportunities (rink, beach, parks and trails)	0.19	4

1st screening (top three from each table):

1) Attracting new businesses, keeping existing businesses open, sustainability of business development

1.1) Jobs - attracting more business to the community therefore creating more jobs.

1.2) Ways to encourage new business, use of pop up stores in empty storefronts.

2) Homelessness/affordable housing

Role of the Municipality: change bylaws, coordinate with County, awareness & advocacy, land availability

2.1) Determine the obstacles (zoning, by-laws etc) to creating better access to affordable homes for new families, singles and seniors, and encourage innovative housing initiatives like secondary units, small scale units and forms of shared housing.

2.2) Repurposing existing buildings for the purpose of affordable housing

2.3) Coordinating with the county to help buy more affordable land. (e.g providing land for tiny homes)

3) Focus on transit -> more accessible, easier to get around Port Hope

Role of the Municipality: ways to promote, awareness of problem, a week on the bus

4) Attracting younger families with kids

Role of the Municipality: provide amenities, family friendly attractions

4.1) Youth programming - although the demographic tends to sway to 65+ there are a great number of young families moving in to the community,

5) Providing more free outdoor activity opportunities (rink, beach, parks and trails)

6) More supports for children and adults with disabilities

Role of the Municipality: programming, encourage accessibility to buildings

7) Harbour/waterfront development plan

Role of the Municipality: have a plan, roadmap that is interest of our citizens

8) Get rid of empty stores -> Remove tax break for vacant properties

9) Communication ie. emergencies.....

Role of the Municipality: the various emergency plans put into place require one spokesperson

10) Greater environmental awareness and support (ensuring that there are bins for both waste and recycling in walking spaces and meeting spaces; green businesses; educating community on contaminating recyclables).

11) Become a leader in social innovation by developing an advisory group to understand the social well-being of Port Hope and advocate to County and other levels of government, to meet those needs

Role of the Municipality: build on our unique achievements, consult with groups in community, advocate to County/Province, be the leader, best practice in social innovation

12) Provide funding for organizations and creating new spaces for radically-inclusive community engagement (dinners, art programs, Indigenous relations, cultural experiences). (Suggested action: In the "Our Guiding Principles" of the Community Strategic Plan change 'Mutual Respect' to 'Inclusivity' and re-write the blurb accordingly.)

13) Diversify and expand attraction base that defines our unique identity and offers things to do here: e.g. indoor farmers market,

Ideas that did not make the 1st screening:

(1) Team 1

(1/1) Providing more outdoor activity opportunities (rink, beach, parks and trails)

(1/2) In the "Our Guiding Principles" of the Community Strategic Plan change 'Mutual Respect' to 'Inclusivity' and re-write the blurb accordingly.

(2) Team 2

(2/1) Encourage secondary housing, such as apartments in existing homes, several single units under one roof.

(2/2) Develop an advisory group to plan for meeting needs of social well-being,

(2/3) Become a leader in social innovation in small town/rural communities.

(2/4) More support for arts & culture in the community.

(2/5) Review transit

(3) Team 3

(3/1) Support local food banks and encourage gardening co-ops,

(3/2) Keeping green spaces clean and expanding that network

(3/3) Permanent (indoor) farmers market

(3/4) Dog park needs trees, drainage and general improvement

(3/5) Roadside mowing could be more frequent (safety issue and unsightly)

(3/6) More emphasis on accesibility

(3/7) encourage gleaning programs

(3/8) Better payment options for low income families with regard to recreation opportunities

(4) Team 4

(4/1) Focus on education, the concern that we might loose the high school.

(4/2) Infrastructure in terms of a growing community, ie. public washrooms, parking, bike paths, walking paths, garbage receptacles.

(4/3) More sharing of resources amongst other municipalities to reduce costs.

(4/4) More support for arts & culture in the community.

(5) Team 5

(5/1) Coordinate departments in favor of building opportunities. Making it easier.

2.5 – Making Port Hope a Greener Community

Here are four priorities suggested by our consultants. Do they make sense? Do you agree that we should continue our emphasis on being a green municipality?

Note: these are not ranked

- 1) Waste diversion tactics
- 2) Storm water management
- 3) Transportation – public and private and the realities of dealing with national realities of an aging population
- 4) Downtown/urban regeneration-design and how this will be impacted by an aging population.
- 5) Home composting
- 6) there is an overlap with housing shortage challenges (intensification, more sustainable development practices, sharing heating costs e.g. sweden)
- 7) Tree conservation -> bylaws to protect the tree canopy

□

Appendices

A – Session Overview

Purpose

To get input from the community on the big accomplishments from our last strategic plan and important priorities for the next three years so that Council can hit the ground running in the next term

Agenda

1. Intro/overview
2. Progress on our last strategic plan (2016-2018)
3. Accomplishments and Gaps
4. Changes in our environment
5. Key Priorities in next three years (2019-2021)
6. Green Thrust
7. Summary and Next Steps

Invitation

Tuesday, May 29, 2018 | 2:00 pm - 4:00 pm, 5 pm – 7 pm

Join us in the Council Chambers at Town Hall to participate in a Community Engagement exercise to gather information on potential future strategic objectives for the Municipality.

The session will be hosted in partnership with the Queen's University Executive Decision Centre and will include fun and innovative group engagement tools using Group Decision Support Software (GDSS).

The session will review the ongoing priorities already detailed in the current strategic plan, and focus on potential new priorities, generated by feedback from the community.

All are welcome and encouraged to attend. To RSVP, please email communications@porthope.ca

Light refreshments will be served.

There are two available sessions for this event: 2 - 4 p.m. or 5 - 7 p.m.

Venue: Town Hall

Address: 56 Queen Street, Port Hope

B – Process Overview

The strategic planning session was conducted using an electronic meeting system (EMS), an innovative facilitation process developed from research at the Queen's School of Business. The Queen's EMS, called "the Decision Centre", combines expert facilitation with a state of the art group decision support system to enable groups to rapidly accelerate idea generation and consensus building. This facility consists of a network of laptops accessing software designed to support idea generation, idea consolidation, idea evaluation and planning. The tool supports, but does not replace, verbal interaction; typically 25% of interaction takes place on the computers. Feedback from groups who have used the Executive Decision Centre process includes: meeting times can be cut in half; participation goes way up; better idea generation and alternative evaluation; a more structured process; and automatic documentation of deliberations.

Over 500 organizations around North America use the Centre for meetings such as: strategic planning, visioning, annual planning, focus groups, team building, budgeting, program review, project planning, risk assessment, job profiling, 360 degree feedback, alternative evaluation, new product development and a variety of other meeting types.

In the session, participants were asked, for example, "What are our make or break issues in the next 2 years?" Participants typed in ideas on the laptops all of which appeared on a public screen at the front of the room. These ideas were then discussed and categorized into common themes. The group was then asked "if we could only address five of these in the next year, which ones are most critical?" Individuals selected his/her top 5 and the overall results were then displayed to the group and further discussed.

For more information on this process, please contact:

Erik Lockhart

lockhare@queensu.ca

ph# 613 533-6681