

Chatham-Kent Community Strategic Planning Committee (CSPC) Meeting  
**April 2, 2009 Minutes**

<b>Present:</b>	<p><b>CSPC Members:</b> Brian Case, Leon Leclair, Monica Bacic, Patricia Arango, Gus Ternoey, Ron Dekker, Bob Rankin, Launa McMahon-Deline, Karen Kirkwood-White,</p> <p><b>Staff Support:</b> Judy Smith, Gerry Wolting, Kim Cooper, Helen McLaren,</p>	<p><b>Date:</b> Thursday, April 2, 09</p> <p><b>Location:</b> Room 212 2nd Floor, Civic Centre, 7p.m.</p> <p><b>Next Meeting:</b> Thursday, Apr. 23, 09</p>
<b>Regrets:</b>	Mary Lou McLeod, Elinor Mifflin Larry Najjar, Rob Browning, Brian Worrall, Anne Gilbert, Marlee Robinson, Ken Tremblay, Jim Lemak, Jamie McGrail, Lisa McAllister, Brian King	
<b>Cc:</b>	Mayor and Council, Meredith Cadotte, Ralph Pugliese, Bonnie Rotschenk, Maria Kernohan, Donna Jubenville, Dawna Urquhart, Lorrie McGlashen, Tammy Minshull-Cadotte, Janice Lally, Stuart Wood, Nick Brownlee,	
<b>Chairperson:</b>	Brian Case	
<b>Secretary:</b>	Maggie Downey	
Agenda Item	Summary of Discussion	Action
<p><b>A</b></p> <p><b>Welcome, Call to Order</b></p>	<p><b>Notes from the Chair</b></p> <p>Welcome Lisa McAllister / Karen Kirkwood-Whyte to the CSPC – Youth Engagement Strategy (YES) group representatives. The YES committee represents many of the youth service providers in CK and will be a liaison between the two committees and the youth. Karen and Lisa will alternate attending CSPC meetings.</p> <p>CSPC Annual Report Presentation made to Council on March 23<sup>rd</sup>. The annual report was received by Council with no comments or questions.</p> <p>Judy advised the CSPC that Cl Robbins had sent an email the following morning with regret that he had not publicly thanked the committee for all their volunteer work throughout the year and asked Judy to convey his appreciation to the committee on his behalf.</p>	
<p><b>B</b></p> <p><b>Review &amp; Approve Minutes</b></p>	<p>Moved by Monica Bacic Seconded by Leon LeClair</p> <p><b>Motion:</b> That the minutes of February 26, 2009 be approved. Motion carried</p>	
<p><b>C.1</b></p> <p><b>Items for Decision</b></p>	<p><b>World Town Planning Day</b></p> <p>The first organizing meeting was held for the 2009 WTPD. A tentative date for Saturday, November 7, 2009 has been selected. The committee discussed rotating the venue around Chatham-Kent, rather than using the same location and have considered the overall agenda for the day, along with a key note speaker.</p>	<p>Brian, Ken, Gus, Marlee, Bob</p>

<p><b>C.1 Items for Decision</b></p>	<p><b>Project Charter – CK Public Speakers Forum</b></p> <p>Update and review of the draft project charter - Development &amp; Design of a CK Public Speakers Forum. The steering Committee to date include Marlee, Jamie, Monica and assisted by staff resource support.</p> <p>Two channels of activity to enter into public dialogue</p> <ol style="list-style-type: none"><li>1. To develop the <b>capacity of the volunteer, specifically the CSPC members</b> to lead and/or facilitate small sessions about specific issues key to community change.</li><li>2. To develop the <b>capacity of the Corporation of the Municipality of Chatham-Kent</b> to lead, assist or partner with organizations to host professional speakers to talk about specific issues key to community change.</li></ol> <p>The goals must be SMART (specific, measurable, attainable, realistic, and timely)</p> <p><b>The goals for the development of a CK Public Speakers Forum are:</b></p> <ol style="list-style-type: none"><li>1. To establish clear accountabilities for sustainment of procedures to continuously improve the forum.</li><li>2. To establish the practice of allowing speakers to present appropriate themes in support of our strategic directions.</li><li>3. To develop partnerships that will support future endeavours.</li><li>4. To facilitate the development of new community projects consistent with the Chatham-Kent's overall future strategic. By this we mean to:<ul style="list-style-type: none"><li>- Inspire grass roots involvement among community organizations and groups and businesses to collaborate on Chatham-Kent's overall strategic direction to advance their own success and community success.</li><li>- Actively engage the community and generate entrepreneurial thoughts</li></ul></li><li>5. To assist Council's understanding of citizens' issues and concerns in a way that they might not otherwise experience.</li></ol> <p>Other items reviewed included the scope, risks, deliverables and timing, budget, internal and external stakeholders. The concept of a Speaker's Forum has been approved by Council and the data and message will be vetted by Council and senior staff.</p> <p>The committee needs to weigh the resources to the outcome as volunteer's time and resources are limited and want to see good results for the time spent on the Speakers Forum. Will review again in May, after the corporate strategic planning review session with Council.</p>	<p>Monica</p>
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<p><b>D.1 Items for Discussion</b></p>	<p><b>Education Session</b> Suggestions for someone to attend and speak for approximately 10 minutes on their project. Will review ideas with the Chair and Vice-Chair prior to being added to the agenda. Some ideas include:</p> <ul style="list-style-type: none"> <li>• Review of new federal and provincial policies and how they affect strategic planning</li> <li>• List of all CK Master plans for CSPC to follow the progress</li> <li>• Promised Land project..</li> <li>• Women’s Centre</li> <li>• Ontario Youth Matters</li> <li>• Other communities who have engaged citizens</li> <li>• Cultural Coalition</li> </ul>	<p>Judy</p>
<p><b>E. 1 Items for Information</b></p>	<p><b>Update on improvements being made to the corporate strategic planning processes</b></p> <p>A Corporate Strategic Plan Spring Retreat will be held on May 7 &amp; 8, 2009 at the Dresden Memorial Arena, to share the health of the strategic directions and goals and to work towards one CK strategic plan. Brian and Ken will represent this Committee with the Mayor, CAO and Linda Tarrant to ensure activities are complimentary to one another.</p> <p>Judy presented a short slide presentation of the event’s objectives. Part of the process is the survey that has been circulated to the CSPC Please take 10 minutes to complete the survey – see the link below</p> <p><a href="https://www.surveymonkey.com/s.aspx?sm=Efdu_2byFqViwz_2fAzwxA_2bE3w_3d_3d">https://www.surveymonkey.com/s.aspx?sm=Efdu_2byFqViwz_2fAzwxA_2bE3w_3d_3d</a>.</p>	
<p><b>E. 2 Items for Information</b></p>	<p><b>Staff Notes</b></p> <p><b>Upcoming Business Award Ceremonies</b></p> <ul style="list-style-type: none"> <li>- Wed. Apr 22, 2009 at 6:00 p.m. Blenheim Chamber of Commerce Business Excellence Awards @ the Deer Run Golf Course Banquet Hall</li> <li>- Thurs., April 30, 2009 Wallaceburg &amp; District Chamber of Commerce Business and Community Excellence Gala @ Oaks Inn</li> <li>- Sat. May 2, 2009 Tilbury BIA &amp; Chamber of Commerce Business Excellence Awards @ Knights of Columbus Hall</li> <li>- Kim Cooper provided an update on a few of the areas ECDV is working on in the agriculture and manufacturing sector.</li> <li>- Gerry W commented on the upcoming revised budget process to engage the community and the Community Governance Task Force.</li> <li>- Judy reminded the CSPC of the April 22<sup>nd</sup> application deadline for the vacant committee member, should anyone know of someone who would like to join the committee.</li> <li>- Karen provided information on the Ontario Youth Matter ! (OYM) Campaign May 6, 2009 2:00 to 4:00 pm at Queen’s Park , Toronto Goal if for an Ontario Youth Outcome Strategy – a copy of the OYM framework is included in PDF and will be sent with the minutes.</li> </ul>	

<p style="text-align: center;"><b>F New Business/Non Agenda Business</b></p>	<p><b>Member Items</b></p> <p><b>If you have attended a community event or know of an upcoming event that is within the Committee's mandate and wish to have it included in the minutes please email event details to Judy.</b></p> <ul style="list-style-type: none"> <li>- Chatham Kent Community Foundation Environmental Workshop Retro Suites Hotel, Chatham on Saturday Feb 28, 2009 – Marlee provided a handout with highlights of workshop</li> <li>- Brian commented on the March 26<sup>th</sup> Chatham-Kent Business of Excellence Awards event</li> </ul> <p><b>Upcoming Community Events – FYI</b></p> <ul style="list-style-type: none"> <li>• April 8<sup>th</sup> LHIN Public Consultation Meeting – 7pm to 10:30 Wallaceburg District Secondary School</li> <li>• April 23-24 - The Conference Board of Canada is holding a Leaders' Roundtable on Immigration in Chatham-Kent. The Municipality of Chatham-Kent is pleased to be the host community for their spring Leaders' Roundtable.</li> <li>• This year's <b>Mayor's Address</b> will occur as a breakfast event with the CK Chamber of Commerce and will be held at Wheels on Thursday May 14 at 8:00 AM until 9:30 AM.</li> </ul>	
<p style="text-align: center;"><b>G Establish Action Items &amp; Assignments</b></p>	<p>See notes throughout the minutes</p>	
<p style="text-align: center;"><b>H Upcoming Meetings &amp; Community Events</b></p>	<p><b>2009 CSPC Committee Meetings</b> 6:30 pm – 8:30 pm, Room 212 – 2nd Floor Civic Centre</p> <ol style="list-style-type: none"> <li>1. Thursday, April, 23, 2009</li> <li>2. <b>Note Change : Thursday, May, 21, 2009</b></li> <li>3. Thursday, June, 25, 2009</li> <li>4. Thursday, July, 23, 2009</li> <li>5. Thursday, August, 27, 2009</li> <li>6. Thursday, September, 24, 2009</li> <li>7. Thursday, October, 22, 2009</li> <li>8. Thursday, November, 26, 2009</li> </ol>	
<p style="text-align: center;"><b>I Adjournment</b></p>	<p>The meeting adjourned at 8:30 p.m.</p>	