

CK Plan 2035 Advisory Committee Meeting Minutes

February 4, 2019 - 5:30 to 7:30 p.m.
Room 212, 2nd Floor Civic Centre, Chatham

In Attendance: Darrin Canniff, Don Shropshire, Melissa Harrigan, Amy Finn, Marjorie Crew, Joey Cycles, Stephanie Dries, Cagla Erginer, Robb Nelson

Regrets: N/A

Staff Support: Karen Loney

MINUTES

1. Call to Order

Welcome completed.

Declaration of Conflict – none.

Disclosure of Pecuniary Interest (Direct or Indirect) – none.

2. Agenda

Motion for approval. Approved by Robb, seconded by Amy. All in favour.

3. Roles

Voting for Committee Chair and Vice Chair occurred.

- Melissa was nominated, seconded by Amy and all in favour.
- Joey was nominated by Marjorie, seconded by Robb and all in favour.

4. CK Plan 2035

Background and Overview

Karen and Don provided a background on the committee and an overview of the CK plan through a [PowerPoint presentation](#).

Discussion included:

- Focused on the fact that this is a community plan not a corporate plan.
- Reviewed indicators and it was noted that there are not targets or performance measures on specific activities.
- Asked how progress is communicated:
 - **ACTION:** Karen provided link to annual report for all to read and provided paper copies. <https://www.chathamkent.ca/MeasuringOurProgress/Documents/CK.Annual.Report.2017.accessible.pdf#search=annual%20report>

5. Committee Role

Review Terms of Reference

Discussion included:

- Item 2 – Mission and Vision
 - Mission Statement Discussion
 - Does this need to be removed as it is a corporate mission?
 - A community mission may be needed: focusing on the community working together, teamwork, and engaging others to be inspired for success.
 - Important to create a conduit for people to be engaged to know how to support.
- Item 4 – Committee
 - Within the context that Council is responsible to establish and maintain a dynamic strategic plan, the role of the committee is to:
 - Identify opportunities to advance the CK Plan 2035
 - Respond to the needs of the community to help grow

- Housing, labour force needs, etc.
- Advocate for, and support strategic thinking
- Think long term
- Conviction to aim for the vision/priorities
- Monitor strategic progress
- Assist with community awareness of the CK Plan 2035
- Is the word 'assist' correct could it be: 'Foster the awareness of the CK Plan 2035'?
- Support the Municipality to be forward thinking
- Decision makers and risk takers
- Is there another role? Creating connections, people believe in CK, growing CK, working as one community – how do we unite the community?

6. Strategic Thinking - What is it?

A handout on Strategic thinking was provided that reviewed components of strategic thinking and key questions that can be asked to help.

ACTION: Everyone investigate what strategic thinking is. Be prepared to share at the next meeting and how this can be encouraged in the CK Plan processes.

7. Moving Forward

A) Council Orientation

- To be hosted at the end of February/beginning of March.
- Determining what information would be helpful for Council to know to set their priorities?
- Collected feedback from Councillors on what they heard on the campaign trail and what they see as priorities.
- Mayor Canniff has met with service groups and has a list of 170 opportunities from meeting with community groups on how to be a better partner to help them drive their initiatives. His next phase is to meet with business leaders.
- Opportunity for coordination of plans.
- How does CKPC orientate Council?

B) Work Plan

- To create a work plan to guide the committee's actions.
- Work plan to be framed around the roles of the committee.
 - ACTION – all to review Figure A and consider the actions that would support the goals.

8. 2019 Meetings

Frequency and Schedule

Meetings will take place from 5:30 p.m. to 7:30 p.m. on the following dates:

- February 27
- March 20
- April 24
- May 22
- June 26
- July 24 (omit)
- August 28 (omit)
- September 25
- October 23
- November 27
- December 18 (to be determined)