

## TOWNSHIP OF CHISHOLM

### STRATEGIC PLANNING COMMITTEE MEETING

**DATE:** December 6<sup>th</sup>, 2012  
**TIME:** 7:00 P.M.  
**LOCATION:** Council Chambers

**PRESENT:** Chairperson Teresa Miller, Mayor Leo Jobin, and Councillors David Hodgins, Susan Major, and Cec Reid  
Members from Public – Don Butterworth and Dave Dockendorff  
Clerk-Treasurer Linda Ringler

#### 1. CALL TO ORDER

Chairperson Teresa Miller called the meeting to order at 7:00 p.m.

#### 2. APPROVAL OF AGENDA

##### Resolution 2012-31(SPC)

Cec Reid – Dave Dockendorff: Be it resolved that the agenda be accepted as presented. ‘Carried’

#### 3. APPROVAL OF MINUTES

##### Resolution 2012-32 (SPC)

Dave Dockendorff – Don Butterworth: Be it resolved that the minutes of the November 7<sup>th</sup>, 2012 Strategic Planning Committee meeting be adopted as printed and circulated. ‘Carried’

#### 4. REVIEW OF DRAFT “TOWNSHIP OF CHISHOLM MUNICIPAL STRATEGIC PLAN”

Chairperson Teresa Miller asked member Dave Dockendorff to review with the Committee the work he had done to date on a draft “Municipal Strategic Plan” document, focused on establishing priorities and evaluating projects. This evaluation involved the pre-screening of projects into the following four categories:

- A. *Initiatives already started*
- B. *Initiatives the Township should commence and will be completed within Council’s current term of office.*
- C. *Long-term initiatives the Township would like to commence and complete within the next 5 – 10 years.*
- D. *Initiatives that will not be pursued at this time as they are currently assigned a low priority or initiatives that have not yet been evaluated.*

The Committee reviewed the initiatives in each of the above-noted categories, and during the review process, deleted some projects and added others to the lists. Committee members volunteered to prepare evaluation sheets for the projects as listed below, to be reviewed and prioritized at the next meeting.

*Clerk-Treasurer Linda Ringler - A1*  
*Chairperson Teresa Miller - A2, B1, B4, D3, D9*  
*Administration Assistant Alice Lauzon - A3*  
*Councillor Cec Reid & Clerk-Treasurer Linda Ringler - A5*  
*Councillor David Hodgins – B2, D1, D15, D22, D23, and D25*  
*Mayor Leo Jobin – B3, B5 – Bridge No. 20 – Memorial Park Drive; B6 – Bridge No. 10 – Wasing Road; D4, D5, D16, and D26*  
*Councillor Susan Major – D6, D8, D10, D11, D19, and D21*  
*Don Butterworth – D7, D12, D13, D14, D18 and D27(Traffic Analysis)*  
*Dave Dockendorff – D2 and D20*

Chairperson Teresa Miller will be preparing the ‘Introduction, Vision, and Goals’ part of the document, and an ‘Executive Summary’ will be completed at the end of the process.

Staff was asked to ascertain information from the Municipality of Powassan and the Municipality of East Ferris with respect to their ‘Business Packages’. Dave Dockendorff will email soft copies of the draft document and the ‘Evaluation Form’ to the office for distribution to committee members.

#### **4. ADJOURNMENT**

##### **Resolution 2012-33 (SPC)**

David Hodgins – Susan Major: Be it resolved that we do now adjourn to meet again on Thursday, January 24<sup>th</sup>, 2013 at 7:00 p.m. or at the call of the Chair.

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Chairperson

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Clerk-Treasurer