

July 6, 2004 - Special

A special meeting of the Council of the Corporation of the Municipality of Huron Shores was held on Tuesday, July 6, 2004 and called to order by Mayor Ted Linley at 1:15 p.m.

PRESENT WERE: Mayor Ted Linley; Councillors Gord Campbell, John Fullerton, David Ratz, Gil Reeves, Archie Roach, and Dale Wedgwood; and Clerk Deborah Tonelli.

ALSO PRESENT: Keith Harriman, Harriman & Associates; Bob Young, Human Resources & Labour Relations Consulting Services; and Dave Saad, Saad Consulting.

The Meeting was called for the purpose of hearing from Keith Harriman, Bob Young and Dave Saad regarding consulting services they could provide should the Municipality wish to hire their services for the provision of a Strategic Plan and Organizational (Human Resources) Review.

Mr. Harriman provided an overview and advised that a Strategic Plan is an integrated planning process encompassing a Strategic Plan, Human Resources Plan and Results Management.

Mr. Young spoke to the Human Resources component. Councillor Ratz questioned how much time would be taken from staff. Mr. Young explained that it would entail an interview that would take approximately 1 hour for each staff member and that there would have to be a commitment of 1 to 1½ days on the part of the Administrator, depending on what Human Resources policies/practices are currently in place. It would take Mr. Young approximately 3 - 4 days over a 3 - 4 week period to compile the required information.

Mr. Saad spoke to Strategic Planning and Results Management. He advised that a Strategic Plan should be looked at as a long-term investment, providing a 3-year plan of the Municipality; whereby you would review the previous year, present year and following year on an annual basis. He explained that Results Management allows for the plan to be outcome based. The Municipality establishes identified priorities that are measurable and accountable. He explained that the four pillars of Strategic Planning are: building awareness, gaining commitment, sustainability and implementation. He noted that the process is community driven.

He identified the process, with the first step being to develop a steering committee composed of Council representation (perhaps 2 -3 members) and a cross section of members of the community (ie. age, business, community groups).

Councillor Ratz questioned how a strategic plan fit in with development of the official plan, which is currently taking place. Mr. Saad advised that the strategic plan is a guideline or broader document referencing the official plan. Mr. Harriman advised that they can work together.

Mayor Linley asked about funding. Mr. Harriman noted that FedNor and HRDC has funding for strategic planning which would include the human resources component, but that there is no funding for strictly human resources reviews. Mr. Harriman recommended contacting the local contacts for FedNor and HRDC and also our MPP.

The three gentlemen advised that they understand that the Municipality would be required to tender the work, but that they would assist with the application and terms of reference upon request.

Councillor Fullerton questioned the length of the entire process. Mr. Harriman advised that the strategic plan would take approximately 4 - 6 months and that the human resources plan would be completed within 1 month - 6 weeks. Mr. Young advised that the human resources plan would be made available to Council only and, although part of the strategic plan, is a distinct document, provided in advance of the strategic plan.

Mayor Linley thanked Mr. Harriman, Mr. Young and Mr. Saad for making their presentation to Council.

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04-16-01
G. Reeves
D. Ratz

THAT we do adjourn at 2:09 p.m.

CARRIED.

MAYOR

CLERK