



## Minutes of the Town of Erin Special Council Meeting

October 21, 2015

12:00 p.m.

Municipal Council Chamber

<b>PRESENT:</b>	<b>Allan Alls</b>	<b>Mayor</b>
	<b>John Brennan</b>	<b>Councillor</b>
	<b>Matt Sammut</b>	<b>Councillor</b>
	<b>Jeff Duncan</b>	<b>Councillor</b>
<b>ABSENT:</b>	<b>Rob Smith</b>	<b>Councillor</b>
<b>STAFF PRESENT:</b>	<b>Kathryn Ironmonger</b>	<b>CAO/Deputy Clerk</b>
	<b>Sharon Marshall</b>	<b>Director of Finance</b>
	<b>Larry Wheeler</b>	<b>Financial Analyst</b>
	<b>Connie Cox</b>	<b>Executive Assistant</b>
	<b>Bob Cheetham</b>	<b>Economic Development Coordinator</b>

### 1. **Call to Order**

Mayor Alls called the meeting to order.

### 2. **Declaration of Pecuniary Interest**

None.

### 3. **Topics for Discussion**

#### 3.1 **Joanne Russell-Haas - Town of Erin Corporate Strategic Plan - Council Educational Session**

Ms. Russell-Haas thanked Council for this opportunity. She noted that she had presented the Corporate Strategic Plan (CSP) to the former council members. The document was received and adopted at that time. Nothing has been changed in the plan. This is simply an orientation with an opportunity for input.

Ms. Russell-Haas showed her Powerpoint Presentation to Council. She gave a short review of her company, the Human Factor as well as her experience in the industry. In compiling the CSP, her guiding principle was for the municipality to provide quality municipal services to our people while working within legislated and financial guidelines. The CSP is a one team approach so that all players - council, staff and our people have a shared common understanding of our responsibilities using timely, appropriate and clear access to information. Joanne noted the tag line "Working together to bring quality to life in Erin". The "one team" approach will look at all resources, build a more positive environment to "plan the work - then work the plan". Innovation is also really important so that we walk then run.

The Official Plan is very different from the Corporate Strategic Plan. The CSP is a living document which is the business plan that affects the proper support and

implementation of the Official Plan. It is the tool that describes how we are going to do the work we have decided to do in the Official Plan and the CSP can be changed due to changing circumstances.

Ms. Russell-Haas was very impressed with the groundwork that has already been accomplished by staff. The background studies have been well done, in depth and in good stead, which is a very good base. This will give a valuable sense of the volume, quality of work done and future work required. Once all of the data has been compiled, it can be put into categories to develop the actual work plan using our vision and mission statements. The information can be categorized in the "pillars of priority" which are as follows:

1. Organizational effectiveness
2. Resource management
3. Community capacity building

Council should review the guiding principles of the vision and mission statements. Although they are lengthy, the intent is correct. Mr. Cheetham noted that the vision and mission statements should not be confused with our tag line, "Working to bring Quality to Life, in Erin".

Ultimately the Corporate Strategic Plan states how business is to be done to support the Town's Official Plan. These are two very different documents.

There will be Official Plan discussions in the future to determine the Town's needs. The Corporate Strategic Plan partners will work to meet the needs, to determine how the work is to be achieved.

**Resolution # 15-410 (verbal)**

**Moved By** Councillor Brennan

**Seconded By** Councillor Sammut

**Be it resolved that** Council adjourns the meeting to proceed into a closed session at the hour of 1:40 PM to discuss the matter pertaining to an educational session for Council (Corporate Strategic Plan).

**Carried**

The closed meeting adjourned.

**Resolution # 15-411 (verbal)**

**Moved By** Councillor Brennan

**Seconded By** Councillor Sammut

**Be it resolved that** the meeting reconvened at the hour of 2:55 PM.

**Carried**

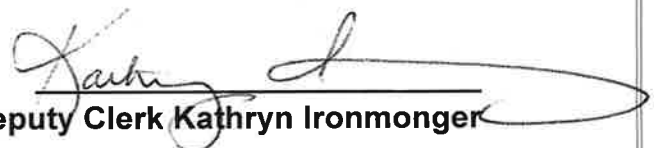
There was no report out from the closed session meeting.

**4. Adjournment**

The meeting was adjourned at 3:00 PM.



**Mayor Allan Alls**



**Deputy Clerk Kathryn Ironmonger**