

MELANCTHON TOWNSHIP STRATEGIC PLANNING SUB-COMMITTEE

The Melancthon Township Strategic Planning Sub-Committee held a meeting on Tuesday, January 17, 2017 at 5:30 p.m. at the Horning's Mills Community Hall. The following members were present: Mayor Darren White, Deputy Mayor Janice Elliott and Councillor James Webster. Denise Holmes, CAO/Clerk was also present. Chair Elliott called the meeting to order at 5:30 p.m.

Approval of Previous Meeting Minutes - Verbal motion - Moved by White, Seconded by Webster that the minutes of the November 15, 2016 meeting be adopted as circulated. Carried.

General Business

1. Start the review of the Request for Proposals for the development of Melancthon's Strategic Plan opened on January 12, 2017

On January 12, 2017, Council opened 13 Proposals which were then referred to the Sub-committee for review and recommendation. Discussion ensued on the Request for Proposals and each member gave his or her choices on their selection and advised of their reasons why they were chosen. The proposals were then narrowed down to three which the Sub-Committee will further review and evaluate as follows (in no particular order):

1. Shercon Associates Inc.
2. The Letter M
3. Planscape

Each member and the CAO were asked to further review each proposal and evaluate based on the review and evaluation process which was created by the Sub-committee on November 15, 2016. The evaluation is based on experience and qualification, approach and budget. It was decided to have another meeting on January 23, 2017 to bring back each person's findings and make a recommendation to Council for the February 2, 2017 Council meeting.

Adjournment

6:19 p.m. - Verbal motion - Moved by Webster, Seconded by White that we adjourn this meeting to meet again on Monday, January 23, 2017 at 8:30 a.m. at the Melancthon Municipal Office Carried.

CHAIR

SECRETARY