

## MELANCTHON TOWNSHIP STRATEGIC PLANNING SUB-COMMITTEE

The Melancthon Township Strategic Planning Sub-Committee held a meeting on Tuesday, November 15, 2016 at 4:30 p.m. at the Township of Melancthon Municipal Office in the Committee Room. The following members were present: Deputy Mayor Janice Elliott and Councillor James Webster. Mayor Darren White was absent. Denise Holmes, CAO/Clerk was also present. Chair Elliott called the meeting to order.

### **General Business**

*1. Develop a Request for Proposal for the Township of Melancthon Strategic Plan*

The Sub-Committee had received a few RFP's from Gerry Horst, OMAFRA, of Municipalities who have recently gone through this process. The ones that the Sub-Committee liked were from: Township of Tiny, Municipality of North Middlesex and Municipality of West Grey. Each of those RFP's were reviewed in great detail and the Sub-Committee took parts of each of those RFP's to develop one for Melancthon.

The CAO/Clerk was asked if she could compile the information from this meeting and have it ready for approval at the Committee of the Whole meeting for Thursday. If approved, the RFP will go out next week to have the proposals back for the January 12, 2017 Council meeting, with the Consultant being selected by March, 2017 to begin the Strategic Plan in April 2017 and the finished Strategic Plan to Council by September 2017.

### **Adjournment**

6:15 p.m. Moved by Elliott, Seconded by Webster that we adjourn this meeting. Carried.

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CHAIR

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SECRETARY