



**The Corporation of the Township of Norwich  
Council Meeting Minutes  
Friday February 24, 2023  
Special Council Meeting**

**In Attendance:**

**Council:**

Mayor Jim Palmer  
Councillor Scholten  
Councillor Stubbs  
Councillor Gear  
Councillor Couwenberg

**Staff:**

Kyle Kruger, CAO / Clerk  
James Johnson, Director of Finance  
Derek Van Patee, Director of Fire and Protective Services  
Brad Smale, Chief Building Official  
Patrick Hovorka, Director of Community Development Services  
AJ Wells, Manager of Medical Services

**1. Call to Order**

A special session of the 2022-2026 Council of the Township of Norwich was held in the Council Chambers, Norwich, commencing at 9:30 a.m. with Mayor Palmer presiding. The purpose of the special meeting was to hold a workshop for the development of a new strategic plan for the Township.

**2. Approval of Agenda**

Resolution #1  
Moved John Scholten, seconded by Shawn Gear;

That the Agenda be accepted as presented.

Carried

**3. Disclosure of Pecuniary Interest**

No disclosures were reported.

**4. Strategic Plan Workshop**

Mr. Bill Winegard and Ms. Susan Shannon of Municipal Strategic Planning Associates, retained to facilitate a new Strategic Plan for the Township, were in attendance to conduct Workshop #1 in the process.

Mr. Winegard reviewed a slide presentation outlining the agenda for the day, and background documents. Items reviewed included a summary of initial thoughts from individual interviews held by Mr. Winegard with members of Council and department heads, and the broad goals tentatively established pending the workshops and feedback in the process.

Mr. Winegard advised the process for the day would move next to small workgroups comprised of one or two members of Council and one or two department heads to provide review and feedback on “headlines” under six broad goals as were submitted by individual Councillors and department heads through the week.

Recess: At 10:15 a.m. Council recessed, in order for the small workgroups to proceed with reviews of the submitted “headlines”, and followed by lunch.

Council reconvened at 1:24 p.m.

Mr. Winegard carried out a review of the various headlines and feedback as received from the workgroups. Councillors and department heads were provided an amount of Monopoly money to be used to “fund” individuals priorities from the headlines under the six goals.

Recess: At 1:40 p.m. Council recessed in order to allow individual Councillors and department heads to distribute their markers across the headline papers provided.

Council reconvened at 2:06 p.m.

Mr. Winegard provided a preliminary review of the areas that had appeared to receive the greatest number of markers in general, and advised that they would compile the information review and for activities to be carried out for Workshop #2 in March.

**5. Adjournment – 2:20 p.m.**

Resolution #2

Moved by Shawn Gear, seconded by Adrian Couwenberg;

That this Council do now adjourn.

Carried

These minutes adopted by way of Resolution No. \_\_\_\_ as approved by Council at its meeting on the 14<sup>th</sup> day of March, 2023.

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Mayor  
Jim Palmer

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CAO / Clerk  
Kyle Kruger