

Report to Municipal Services Committee
Meeting Date: May 27, 2024
Report Title: 2024 Village Visioning – Lombardy

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Position: Economic Development and Cultural
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ADM 2024-06



RECOMMENDATION:

Be it resolved that the Municipal Services Committee (MSC) recommends to Council that a by-law be passed to authorize the Mayor and Clerk to sign an agreement with Hawn Consulting to conduct the Village of Lombardy Community Visioning Project in the amount of \$14,500 plus the Township's portion of HST, and further authorize a budget deviation in the amount of \$4,755.20 to be funded from year-end results, as presented in MSC Report ADM-2024-06.

BACKGROUND:

Over the past 7 years the Villages of Newboro, Delta, Portland, Chaffeys Lock and Elgin have undergone a Community Visioning process. As a result, a CIP program was implemented in Delta, and in 2022 a CIP for Villages program was developed, launched in 2023 and continues in 2024.

The Economic Development Committee budgeted \$10,000 in 2024 for a Village Visioning to be carried out by a consulting firm. The Village of Lombardy was identified by the Economic Development Committee for the 2024 Visioning process.

The Village of Lombardy Community Visioning Project RFP ECD-2024-01 was finalized and posted with a closing date of May 22, 2024.

DISCUSSION:

The Township of Rideau Lakes received one proposal from qualified firm for the execution of a Community Visioning Exercise for the Village of Lombardy. Bids received are summarized in the table below:

Bidder (in Alphabetical Order)	Pre-HST Total Costs:
Hawn Consulting	\$14,500

Proprietor Jordan Hawn conducted the Elgin Village Visioning process in 2023, and provided the following information about their proposal:

- [Video Link: Walkthrough of Proposal](#)

The Township wishes to engage Hawn Consulting to work under the mandate of the Economic Development Committee and in concert with the volunteer Community Enhancement Committee and Township to:

- Develop and implement a consultation strategy to ensure an inclusive and wholistic process outcome;
- Notice, hold and actively facilitate stakeholder sessions with the community to gain input, advice, ideas and concerns;
- Develop a draft community vision based on the input received and best practices in community building, community planning and economic development;
- Release the draft vision document for community feedback and itemize feedback and related thoughts/considerations in a separate document;
- Provide a final vision document to Council and the community as well as a secondary document outlining community feedback noting if, why and how feedback has been incorporated and/or considered.

FINANCIAL IMPLICATIONS:

Funding of \$10,000 was included in the 2024 approved budget for the Village Visioning project.

OPTION A: Accept proposal and go over budget by \$4,500.

OPTION B: Re-Issue the Village of Lombardy Community Visioning Project RFP.

OPTION C: Do not proceed with Village Vision in 2024.

ATTACHMENTS:

None.

e- signed

May 22, 2024

Marie White
Economic Development and Cultural Heritage Coordinator

Date

e- signed

May 22, 2024

Shellee Fournier, CAO

Date