



Ad-Hoc Grand Trunk Renewal Committee

Working Group:	Working Group Co-Ordinator's Report – Ray Harsant
Report Date:	November 8, 2024

Information Overview of Previous Month:

Sent out Ad Hoc Committee Survey Questionnaire October 28th for completion by November 4th when the survey would be closed. Following the Corporate Lead's return November 6th and mine on November 7th, we obtained the Google Forms input. My report to you is based on that information.

Since all reports for the November 18th Ad Hoc Committee meeting were due to Emily on November 8th, I will provide a more detailed verbal presentation to everyone in our November 18th meeting.

The purpose of completing the survey questionnaire is to "take stock": See what is working well and what suggestions there might be for enhancing what and how we continue with this critical transformational work, going forward in to our second year. Potentially it will also provide Council and Staff with information going beyond this Ad Hoc Committee's current 2-year term.

Here's a high-level overview of some of this data and information:

- 24 individuals were invited to complete the survey questionnaire.
- 13 individuals responded for a response rate of 54.17%
 - There are 13 Ad Hoc Cttee members, with 12 of these positions occupied. (The Youth representative position continues to be vacant.)
 - 8 of the responses identified as actual Ad Hoc Cttee members
 - 3 of the 13 identified as being either a Working Group Chair or Co-Chair or Working Group Co-ordinator
 - 2 indicated they preferred not to identify their role
 - 1 indicated as staff
- With such a low number specifically in the above three categories, *all* participants' input has been consolidated per question, to ensure no input can be identified by individual.

First Impressions of Responses Based on Inputs using the 1-5 Likert scale.

The Likert scale allows survey participants to indicate such things as the degree to which they agree or disagree with a statement, or the degree of satisfaction/dissatisfaction they have regarding a statement.

"Interestingly", responses to almost all of these questions cover the *complete* range from 1 to 5. There is no statement or question to which there is a clustering of responses at either end of the scale. In other words, at a minimum, there is no common response to any of these questions or statements.

First Impressions of Narrative Responses to Statements/Questions:

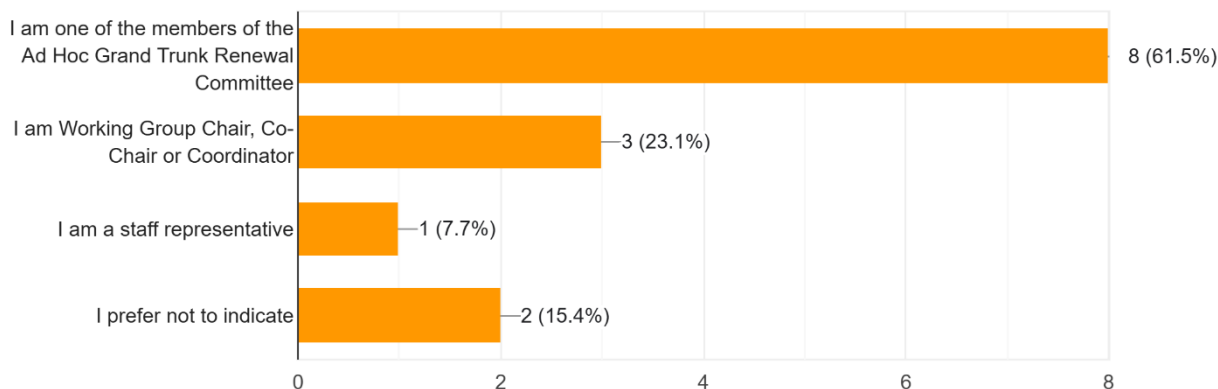
There is some very candid, useful and valuable information here. Having only a brief review of these responses, I will conduct a much more thorough review of these comments over the coming week in advance of our November 18th meeting and speak to this at that time. There are very valuable opportunities for good discussion and deciding on “next steps”.

The Google Form charts for your reference:

All questions’ responses which used the Likert scale are provided here in Google Form charts. They can provide you with “a picture” to some of the foregoing feedback:

1. What best describes your role with the Ad Hoc Grand Trunk Renewal Committee? Select all that apply.

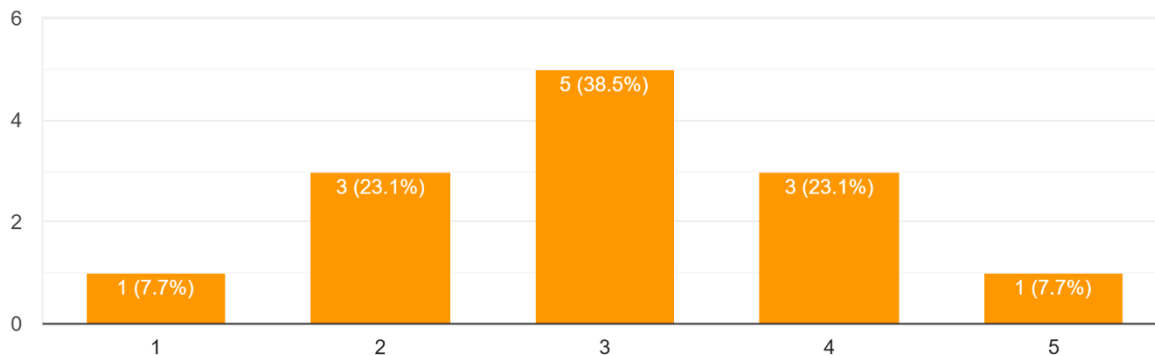
13 responses



Question 2: This asks for a “narrative” response so no chart is provided.

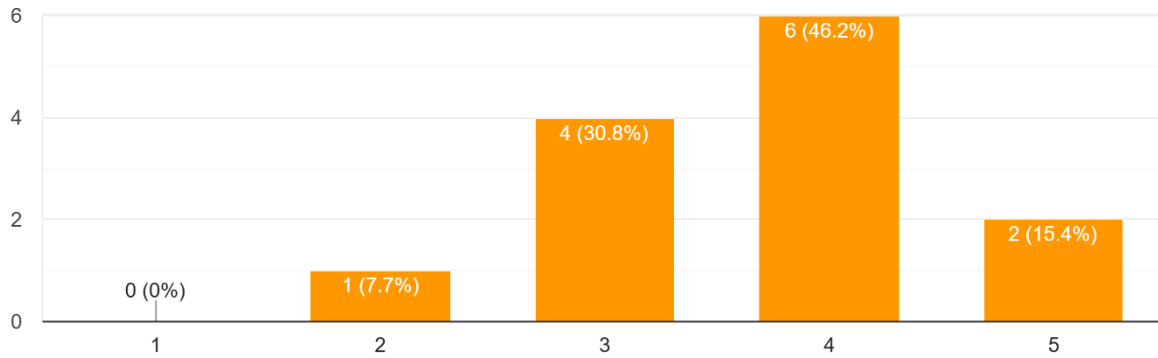
3. I believe that the Ad Hoc Committee is successfully fulfilling its mandate.

13 responses



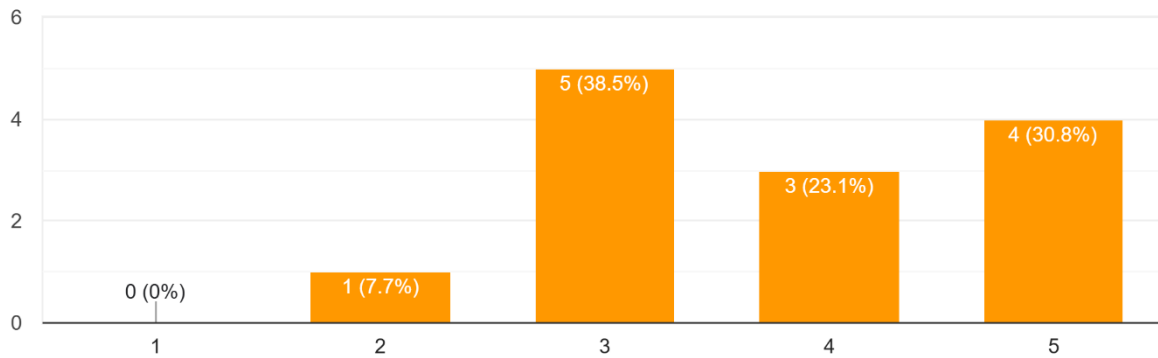
4. I clearly understand the function or role of the Ad Hoc Committee.

13 responses



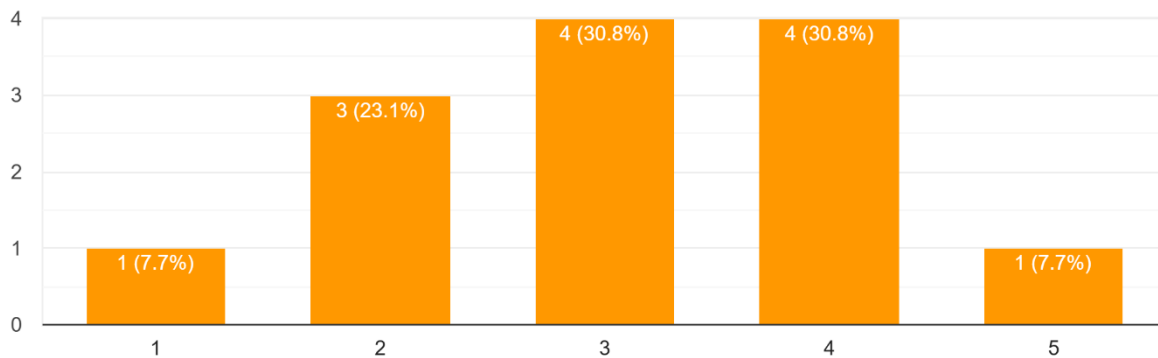
5. I clearly understand my role and responsibilities as a Working Group Chair, Co-Chair and/or Working Group member.

13 responses



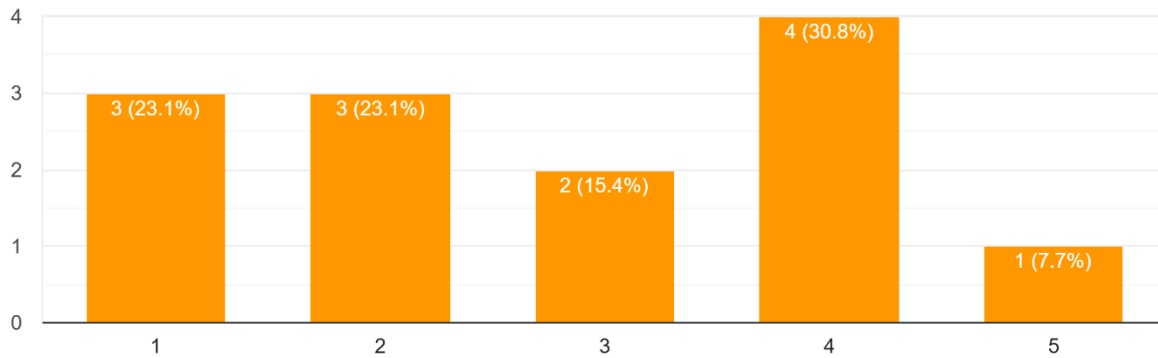
6. I believe individuals on the Ad Hoc Committee, and the Committee as a whole (including ex-official non-voting positions), have a comprehensive understanding of the issues and can make sound recommendations to Stratford City Council.

13 responses



7. Regardless of what the Committee might recommend, I believe that staff already have a plan for developing the site.

13 responses



A Special Note re Anonymity of responses:

As communicated near the start of sending out the survey, one invited participant contacted us to point out that the actual questionnaire asked for the participant's e-mail address. This should not have been on the actual questionnaire; it should have only been for signing in to access the survey and as such would not ever be provided to us/me. (Only the Corporate Lead has access to the Google Forms app for this survey.)

This field was immediately removed from the questionnaire. When the survey inputs were received, any questionnaire which had the participant's e-mail address, had that address immediately removed and no participant input was reviewed until this was confirmed as having been done.

As noted earlier, due to low numbers in some of the demographic categories, all responses to each of these questions have been consolidated. This is to avoid looking at any person's individual responses and possibly identifying who might have provided the comment. I am not providing any of these at this time, until I have had time to properly review them to ensure complete anonymity of responses and that no person is referred to by name in any responses.

Next Steps:

Please see the next section of this report.

Overview of Upcoming Month:

Summary of work anticipated for the upcoming month.

Item #	Item/Action	By Whom	By When
1	Develop a presentation report of the survey for presenting at the November 18 th Ad Hoc Cttee meeting.	Ray	Nov. 11-14 Nov. 18
2	Discuss at the November 18 th meeting, the Committee's and staffs' thoughts and ideas about next steps.	Ray and all present at this mtg	Nov. 18

There are a number of potential ways to proceed with the survey's outputs – the data and participants' narrative comments, opinions and thoughts; their ideas. All leading *to the Committee's* conclusions and recommendations around next steps.

While in my November 7th "thank you note to you all" I provided a suggested next step – having 3 Committee members work with me over the next month and a half to identify such conclusions and recommendations – this was premature of me.

Yes, I can provide my own conclusions and recommendations, however, as one of the Committee's Working Co-ordinators, I see my role here is to *facilitate* such a process. Not provide such answers.

To do so, as a first "next step", I ask "What are the questions which come to your mind as you have read through this report; as well as those which occur to you between now and our November 18th meeting? What are these? Jot them down as they occur to you while reading through this report and during the time between now and the meeting.

Here are some examples:

- What are the main themes coming out of the outputs/comments?
- What's the story here?
- Who should see all the comments?
- Who can/should determine/be involved in determining how the data and information is analyzed?
- What do I think are the main conclusions and recommendations coming out of this?
- What are the conclusions and recommendations the actual Ad Hoc Cttee members collective agree on (by consensus or vote)?

As you can see, there are many, many questions which can come up from such an exercise when using a survey questionnaire like this, the purpose and goals being "to take stock; to see what's working and not working in order to come up with recommendations which, when implemented, improve what and how we continue to do what we do well, and improve – *change* – some of these "what's" and "how's".

What we collectively and collaboratively do is for the betterment of our city. We have a once-in-a-century – a-once-in-a-lifetime – opportunity here.

That opportunity is to enhance – to create; to change – our city’s downtown core for the betterment of the entire city. All citizens, community services, businesses, industries, and farming communities in our and our neighbouring counties. To create a future which would not otherwise exist. A past which would not otherwise exist.

Remember, in 100 years, looking back, new generations will see a past that would not exist if it weren’t for what we are doing here today. An enhanced heritage.

I acknowledge and respect the demands this exercise and all Ad Hoc activities require of our citizen volunteers – and staff resources. Especially during what becomes a very busy time in December.

Thank you to everyone involved.