

APPENDIX A – PRELIMINARY CONSULTATION PLAN

Background:

Decision Makers: County of Haliburton Council

Administrative and Directional Support: County of Haliburton Staff – Chief Administrative Officer and Director of Planning

Stakeholders: There are at least 6 stakeholder groups associated with this assignment, as follows:

1. Haliburton County Internal Departments
2. Lower-tier Municipalities (Municipal staff including CAO, Planner, CBO, etc.)
 - a. Township of Algonquin Highlands
 - b. Municipality of Dysart et al
 - c. Municipality of Highlands East
 - d. Township of Minden Hills
3. Conservation Authority
 - a. Crowe Valley Conservation Authority
4. Environmental Organizations
 - a. Environment Haliburton
5. Development Sector
 - a. Haliburton County Home Builders Association
 - b. Landscape Contractors Group
 - c. Haliburton Highlands Chamber of Commerce
6. Cottage Associations (73 cottage associations have been identified)

Duty to Consult with Indigenous Peoples:

JLR will provide cover letters to be sent to affected Indigenous Communities (to be confirmed with County staff) in addition to all notice materials. The cover letters and notices will be sent to the Chiefs of the affected Indigenous communities via mail, and email where available. The notices will also be emailed to the land and resources contact in each community where available.

Should a response not be received, JLR will follow up with a telephone call to each affected Indigenous community to ask if there are any questions and if any comments are forthcoming.

Public: There are more than 18,000 people that live in Haliburton County.

County Communication Channels:

1. County's Website including –
 - a. Shoreline Preservation project webpage
https://www.haliburtoncounty.ca/en/living-here/shoreline-preservation.aspx?_mid_=79446
 - b. Wade In Haliburton County webpage
<https://wadein.haliburtoncounty.ca/shoreline-preservation-by-law>
2. Social media channels including –
 - a. Facebook
[County of Haliburton - Home | Facebook](#)
 - b. Twitter
[Haliburton County \(@HaliburtonCty\) / Twitter](#)
3. Local newspapers
4. Any other social media groups that are largely followed

Approach to Stakeholder and Public Engagement

Principles:

1. Open and Transparent
2. Build Trust and Confidence
3. Iterative
4. Flexible and Responsive
5. Meaningful
6. Build capacity, understanding and support
7. Supported by well facilitated sessions

Conceptual Approach:

Use a variety of techniques that are designed to inform, consult, involve and collaborate with stakeholders and the public, as well as empower decision makers.

- Inform – providing objective information to ensure decision makers, stakeholders and the public are informed.
- Consult - obtaining feedback and reflecting how feedback informs analysis and recommendations
- Involve – work directly to ensure perspectives are understood, considered and incorporated in the analysis
- Collaborate – partnering to develop alternatives, evaluate alternatives and recommend a solution.
- Empower – final decision making

Tool	Inform	Consult	Involve	Collaborate	Empower
Notices	X	X			
Web Updates	X	X			
Social Media Posts	X	X			
Staff Meetings	X	X	X	X	
Council Meetings	X	X	X	X	X
Councillor Interviews	X	X	X	X	
Open House	X	X	X		
Stakeholder discussions	X	X	X		
Surveys	X	X	X		

The Plan

One round of consultation is proposed which captures the ‘WHY’ and ‘WHAT’ aspect. The consultation includes three (3) tasks:

- Open House
- Surveys
- One-on-one interviews

These tasks are discussed in subsequent sections.

Virtual Open House

Purpose: Inform, consult and involve the public and stakeholders

Round 1

Anticipated Result: Identification of issues and concerns with shoreline preservation

Tentative Day and Date: Wednesday, July 7, 2021

Via: Microsoft Teams

Notice and Advertisement: Public Notice following County’s protocol, Advertisement in Newspaper and Social Media Channels

Format of Open House: Presentation and Q&A Session

Presentation Structure:

- What – About the project
- Why – Issues, Concerns and Need for Shoreline Preservation
- How – Existing framework (upper and lower tier) responding to these concerns, where are the gaps?
- Next steps – Anticipated timelines

Q&A Structure:

- Presentation followed by Q&A
- Public comments captured on live chat at end of presentation

Survey

Purpose: Inform, consult and involve the public

Round 1

Anticipated Result: Snapshot of public's views on shoreline preservation

Tentative Timing From: July 7, 2021 To: July 23, 2021 Duration: 17 days (including weekends)

Via: Questionnaire administered through ArcGIS Survey123, Traditional avenues for feedback such as Emails, Letters and Phone Calls

Notice and Advertisement: Public Notice following County's protocol, Advertisement in Newspaper and Social Media Channels, Information provided during Virtual Open House

Format of Survey: Mix of closed and open-ended questions supported by mapping to capture locational feedback, emails and letters will lack locational feedback

Questionnaire Structure:

- General introductory information about the project and the survey
- Category of questions –
 - Sampling – attributes relating to age, location, residence status (seasonal/permanent), broad position on shoreline preservation
 - Importance of shoreline preservation (including awareness of issue)
 - Challenges with shoreline preservation
 - Identifying locational issues
 - Suggestions for shoreline preservation

Stakeholder Interviews

Purpose: Inform, consult and involve the stakeholders

Round 1

Anticipated Result: Identification of issues and concerns with shoreline preservation

Tentative Timing From: July 12, 2021 To: July 23, 2021 Duration: 10 working days

Via: Microsoft Teams

Notice and Advertisement: Email to stakeholders

Format of Stakeholder Interviews: Structured one-on-one and group interviews

One-on-one Interviews: Six (6) - Haliburton County Home Builders Association, Landscape Contractors Group, Coalition of Haliburton Property Owners Association, Crowe Valley Conservation Authority, Environment Haliburton, Haliburton Highlands Chamber of Commerce

Group Interviews: Lower-tier municipalities (Municipal staff including CAO, Planner, CBO, etc.)

Interview Structure:

- General introductory information about the project
- Probes –
 - Talk to us about your organization
 - How much experience do you have with shoreline and shoreline preservation?
 - What do you like about the existing framework?
 - What don't you like about the existing framework?
 - How could the existing framework be improved?
 - Thinking about the draft shoreline protection by-law, what did you like or what were you concerned by?
 - Do you have any other suggestion that you would like us to consider?