

February 10, 2017

The Community Hub Visioning Group for Bloor Dufferin (“Visioning Group”) held its first meeting on February 7, 2017. The Visioning Group is comprised of 18 organizations (attached) who bring to the table deep and broad experience with the Dufferin Bloor community and collaborative/hub planning and service delivery. As a starting point, each of the Visioning Group members articulated their goals for the Visioning Group process. Key themes included:

- Engaging and connecting with the broader community
- Ensuring underrepresented voices in the community are heard
- Finding synergy and developing new and innovative partnerships and collaboration models
- Bringing social determinants of health and arts and culture lens to planning for the community hub
- Learning, testing, taking risks and doing something unique together

The Visioning Group also reviewed and approved their Terms of Reference which had been included as part of the Request for Expressions of Interest (attached). In order to establish a solid foundation for collaborative planning and maximize its five sessions together, the Group identified ground rules and also outlined a high level strategy for hearing from community residents and groups, including those who are not always able to have their voices heard. The Visioning Group will engage constituents through one on one and small group conversations and through an electronic survey. Towards the end of its planning process (April), the Visioning Group hopes to hold a community meeting to present its ideas regarding the vision, governance and service framework for the community hub. The Visioning Group is committed to transparency and is exploring options for sharing information with the community over the coming weeks, including looking at the feasibility of establishing a website.

The Visioning Group also spent some time preparing questions for its next meeting which will be held on Tuesday February 21. At this session it will meet with representatives from the City of Toronto (Planning and Community Development Departments), the United Way and with the Developer.

Please do not hesitate to contact me if you have any questions about the Visioning Group or its first meeting.

Sincerely,

Sonja Nerad

SN Management

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**Community Hub Visioning Group for Bloor Dufferin**

Abrigo Centre  
Ed Graca, Executive Director

Children's Storefront  
Roona Maloney, Executive Director

Dovercourt Boys and Girls Club  
Mannie D'Elia, Program Manager

Dreamwalker Dance Company  
Andrea Nann, Artistic Director

Macaulay Child Development Centre  
Sharon Filger, Executive Director

Maison de la francophonie  
Kip Daeschel, President

Millennium Support and Care Group  
Manuela Lapuente, Executive Director

Native Child and Family Services  
Kenn Richard, Executive Director

Ontario Culture Days  
Aubrey Reeves, Executive Director

Parkdale Community Health Centre

Bronwyn Underhill, Director of Population  
Health and Community Engagement

Polycultural Immigrant and Community  
Services

Nadia Sokhan, Director of Monitoring,  
Reporting, and Partnerships

Safe Haven  
Susan Bisaillon, CEO

St. Stephen's Community House  
Lidia Monaco, Associate Executive Director

Theatre Gargantua  
Jacquie Thomas, Artistic Director

Times Change Women's Employment  
Service  
Idalia Gonzalez, Financial Administrator

West Neighbourhood House  
Maureen Fair, Executive Director

West Toronto Community Legal Services  
Elisabeth Brückmann, Executive Director

Working Women Community Centre  
Marcie Ponte, Executive Director

**Bloor Dufferin Community Hub Visioning Group  
Terms of Reference – Approved – February 7, 2017**

**Background**

The Bloor-Dufferin Redevelopment (BDR) site was brought to the open market by the Toronto Land Corporation (TLC) on behalf of the Toronto District School Board (TDSB) on August 8, 2016. The (RFO) included a placeholder for a 30,000 square foot community hub within the redevelopment plans for the 7.3 acre site. The RFO process closed on October 11, 2016 and on December 8, 2016 the TDSB announced that Capital Developments, Metropia and Timbercreek Asset Management was selected as a team / preferred purchaser for the BDR site. The preferred purchaser is expected to develop the lands through a co-operative approach with the community, creating a compatible redevelopment that is reflective of public objectives. At this very early stage of hub development, the Province of Ontario and City of Toronto are supporting a process for community participation in planning related to the future development of a community hub. A Request for Expressions of Interest (REOI) was issued to non-profit or charitable community-based organizations that have capacity and interest to develop a vision and governance and service framework for a community hub. A third party facilitator, SN Management has been commissioned to convene and support this Visioning Group. The facilitator will document the Visioning Group's final vision / report and share it with the broader community for use as the hub development process moves forward.

**Objectives**

The Visioning Group is being established to meet the following objectives:

1. Ensure that community groups are meaningfully engaged in the planning for a Bloor-Dufferin community hub; and,
2. Develop a vision and governance and service framework for a community hub at the Bloor-Dufferin site.

More specifically, the Visioning Group will answer the following questions:

- What is the vision for the community hub?
- What are the community needs/service gaps to be addressed by the community hub and what are the opportunities presented by the unique landmark Bloor-Dufferin location?
- What services and activities should be provided in the hub and how are they a good fit?
- What are governance and service model options for the community hub?

**Membership**

The Visioning Group will include senior management representatives from organizations selected through the Request for Expressions of Interest process.

## **Responsibility of Members**

1. To attend all Visioning Group meetings at a frequency that is sufficient to achieve its objectives and meet the time-line that has been established for completion of its objectives.
2. Abide by any ground rules and procedures established by the Visioning Group.
3. Review materials developed for Visioning Group sessions before meetings.
4. Ensure feedback represents the views of their members/stakeholders.
5. Provide regular feedback and advice to the Visioning Group facilitators.

## **Duration and Meetings**

Approximately five meetings will be held between February and April 2017. Each meeting will be approximately two – three hours in duration. A regular meeting schedule will be determined at the start-up meeting for the Visioning Group. In addition to regular meetings, additional means of communication, such as responding to e-mails will be necessary to conduct the business of the group.

The proposed meeting dates for the Visioning Group are as follows:

- February 7, 2016: 9:30 a.m. – 12 p.m.
- February 21, 2016: 9:30 a.m. – 12 p.m.
- March 7, 2016: 9:30 a.m. – 12 p.m.
- March 21, 2016: 9:30 a.m. – 12 p.m.
- April 7, 2016: 9:30 a.m. – 12 p.m.

## **Decision Making**

Decisions regarding Visioning Group processes and recommendations will be made by consensus that reflects the discussions of the Visioning Group. Where this is not possible, for example, due to time restraints, and a decision must be made, the decision will be brought to a vote and the record of decision will reflect the differences of opinion expressed in the Group.

## **Confidentiality**

The Visioning Group will strive to be as transparent as possible in communicating with each other and the community. The Visioning Group members will check in with each other at the end of each meeting about the need to keep confidential any information, knowledge or data shared during the course of the meeting.

## **Accountability**

The members of the Visioning Group are accountable to each other for their participation and decisions.

## **Communications**

The facilitator will prepare a written Update following each Visioning Group session that will be approved by the Visioning Group and shared with the City and Province as public documents. Any communications beyond these Updates should be approved by the Visioning Group. To ensure consistent communications, questions regarding the Visioning Group process and the Hub process should be referred back to SN Management.

**Resources**

The Visioning Group is supported by a third party facilitator. Visioning Group members are asked to resource any constituent engagement activities if possible. Best practice research on community hubs will also be made available.