



**Discussion on the Huronia Regional Campus'
Unused Land**

Kitchen Table Conversation – FACILITATOR'S GUIDE

March 2017



About this Facilitator's Guide

The Huronia Regional Campus comprises about 260 acres of government-owned and -managed land at the north of Lake Simcoe. It was the site of the Huronia Regional Centre from 1876 until it was closed in 2009. Since then, the land has been used for government programs and services that include:

- Ontario Provincial Police trainee residences and training facilities;
- a courthouse; and
- a public health lab

While these programs and services will continue on the site, we know that many people have personal views on the history and possible use of the land. That's why we want the public's feedback on what we should do with the approximately 175 acres of currently unused land.

This **Kitchen Table Conversation – Facilitator's Guide** and accompanying **Participant's Guide** has been designed to help you get the conversation going. Kitchen Table Conversations are one component of Infrastructure Ontario's discussion on the Huronia Regional Campus' unused land. With these guides you can hold informal conversations wherever is most convenient for you – at the family dinner table, at the coffee shop with colleagues, at a neighbourhood meeting or other community gathering.

The Facilitator's Guide includes tips and instructions for leading and moderating a conversation. It also provides instructions on collecting the feedback shared by your group and submitting it to Infrastructure Ontario for consideration in the overall discussion process.

The accompanying Participant's Guide includes various discussion questions to spark conversation and obtain feedback about the HRC's unused lands. It also includes informational resources that will help everyone have a well-informed discussion.

So gather your friends, neighbours, or family together, and let's talk!

The Basics

Who is the Kitchen Table Conversation Guide for?

Friends, families, neighbours, colleagues, and small groups (2 to 10 people) interested in talking about the Huronia Regional Campus surplus lands.

What is the purpose of the conversations?

To hear from community members on what they think about how the HRC unused lands should be used.

Where will the conversations take place?

Wherever is most convenient for you! Some ideas include:

- Make some tea/coffee and sit with your neighbours at the kitchen table
- Get together with friends or colleagues at the coffee shop
- Sit around a picnic table at a neighbourhood meeting
- At the end of your regular book club night

How long will the conversation take?

The conversation could take anywhere from 15 to 30 minutes, depending on the size and nature of your group.

How do I get started?

The following pages provide instructions for conversation facilitators – from inviting people to your group conversation to what to do with all of the feedback.

How will the information that I send you from the conversation be used?

We would like to collect the ideas and feedback that you raise about the use of the HRC unused lands to help Infrastructure Ontario understand the range of community perspectives regarding the use of the lands, and any issues that need to be addressed.

Tips for Conversation Leaders

Thank you for deciding to lead a group in a conversation about the future of the Huronia Regional Campus unused lands. As the conversation leader, your job will be to:

- Lead the conversation, and keep an eye on timing;
- Help discussions run smoothly and ensure that everyone who wants to speak has a chance to talk about their ideas;
- Maintain an environment of openness and respect so that all participants are comfortable sharing ideas; and
- Collect responses and feedback and send them to Infrastructure Ontario for consolidation with all other feedback.

Here are a few tips to help you in this important job of getting the conversation going.

- ✓ **Create a welcoming atmosphere** – thank everyone for coming, introduce yourself if the group doesn't know you, and generally keep the mood warm and inviting for group members to express their opinions.
- ✓ **Set the stage for the conversation** – clearly explain the purpose of the conversation and why Infrastructure Ontario wants to hear from community members about the unused lands of the Huronia Regional Campus.
- ✓ **Listen and remain neutral** – listen to what participants have to say. This is their opportunity to voice their opinions. Please take notes of the group's feedback and comments and you can encourage participants to fill in the Participant's Guide if they want to provide individual feedback.
- ✓ **Emphasize that there are no "right" and "wrong" answers** – everybody is different, and everyone will have a different perspective. It is important to emphasize that everyone's voice counts, and there is no need to worry about stating a "wrong" answer.
- ✓ **Reflect the mood you want to see** – be positive and open-minded.

Getting Started

1. **Pick a location, group, date and time.** Think about where you would like to hold your conversation and who you would like to talk to. Some ideas include:
 - Invite your neighbours over for coffee or tea
 - Gather your family together after dinner for dessert/tea and talk
 - Engage your colleagues on a break at the coffee shop
 - Add a few extra minutes on to the end of your book club night
2. **Invite your friends/family/colleagues.** Use whatever means you normally use to communicate with your group – by phone, by e-mail, by text. The accompanying **Participant's Guide** has more information about the project that you can pass along so that everyone knows what this conversation is all about.
3. **Get organized.** You will need pens, some paper, and copies of the Participant's Guide.

Introducing the Topic & Leading the Discussion

It would be helpful to give a brief overview of the Huronia Regional Campus and why the Province is seeking feedback on the future use of the 175 acres of surplus land. The history of the Huronia Regional Centre can be found on pages 3 to 5 of the Participant's Guide. We suggest that you begin the conversation by sharing this important history.

Once participants have had a chance to review the history and map of the site, work through each of the discussion questions on pages 8 and 9 of the Participant's Guide and record notes on the feedback and ideas shared by each person.

Wrapping Up The Conversation

Before wrapping up the conversation, thank everyone for taking the time to share their thoughts and make sure to collect any written comments that participants would like to be submitted as part of the group feedback. When submitting your group feedback, please include the Cover Page provided on page 6.

You may remind participants that the deadline for submitting feedback is **April 28, 2017**. More information on additional ways for community members to provide input can be found at www.Ontario.ca/HuroniaConsultation.

Please submit all comments and feedback received during your conversation by mail, email, or fax to:

Lura Consulting
505 Consumers Road, Suite 1005
Toronto, ON M2J 4V8
Fax: 416-536-3453

Email: HuroniaCampusUpdates@infrastructureontario.ca

Feedback Submission Cover Page

When submitting the written feedback recorded from your group conversation, please include this cover page so that we may follow up with you should there be any questions about your submission.

Facilitator Name: _____

Facilitator Email Address: _____

Facilitator Telephone Number: _____

of Group Participants: _____

Date of Group Conversation: _____