

Port Severn Property Feasibility Study

Dear Potential Participant:

You are invited to participate in the Port Severn Property Feasibility Study. Please note that taking part in this study is voluntary. Read the content below carefully and fully understand what is to be expected before deciding if you would like to take part in this research study.

PURPOSE

The township of Severn has partnered with Lakehead University to complete a detailed feasibility study to determine the potential for a donated waterfront property to be redeveloped as a centre for arts, culture, and heritage programming serving the residents and visitors in the Port Severn area. This connects to Severn's Recreation Master Plan (RMP) approved in late 2022. The RMP identified a need to create an arts-focused community center through redevelopment/renovation of the building and grounds at the Township's bequeathed property at 3253 Port Severn Road, Port Severn. The delivery of this recommendation from the RMP would:

- Address a lack of facilities for community arts development and programming in Severn
- Optimize the use of a newly acquired Township-owned asset

In collaboration with Lakehead University researchers, this project intends to assist the township of Severn with gathering opinions and gaining support from the members of the community for the redevelopment of the waterfront property, which will ultimately assist them in evaluating the best fit for the betterment of society.

WHAT INFORMATION WILL BE COLLECTED?

Participants will be asked to provide the info of where within Severn they reside, their age, whether or not they support the development of the property 3253 Port Severn Road, Port Severn, and how they would like to see it be developed.

WHAT IS REQUESTED OF ME AS A PARTICIPANT?

As a participant in this study, you will be asked to complete a survey questionnaire composed of 8 questions which will provide us with feedback on the development of the waterfront property located in Port Severn, Ontario. The survey will take about five minutes to complete.

CONFIDENTIALITY AND RIGHTS AS A PARTICIPANT?

You are under no obligation to participate in this survey; you are free to withdraw from the study at any point before you submit the survey responses. All information collected up until the point of withdrawal will be deleted and not used again if you decide to withdraw. We will keep your personal information private unless you specify differently below. If you consent, the survey will

be recorded. The survey records will not be disclosed in public and are only to be used for research purposes.

WHAT ARE THE RISKS AND BENEFITS?

Your involvement in the research shouldn't negatively impact you in any way because of the nature of the issues we will be addressing and the safeguards in place to ensure anonymity. It shouldn't even directly help you. However, potential benefits include the following:

1. *Influence on Decision-Making:* Your input can play a role in shaping the development project, offering an opportunity to contribute to decisions that affect the community.
2. *Increased Awareness:* Engaging in the research can broaden your understanding of local issues, providing a chance to learn more about different perspectives within the community.
3. *Community Engagement:* Active participation allows you to engage with fellow community members, fostering a sense of connection and shared responsibility for the community's future.

WHAT WILL MY DATA BE USED FOR:

The information collected during the surveys will be used for research purposes only. Specifically, the primary purpose of collecting this data is to analyze and derive insights relevant to the Port Severn property development. This information will contribute to a better understanding of community perspectives. It may also be utilized to develop articles intended for both academic and professional audiences.

Access to the data will be limited to the members of the research team. The research team will use the data for analysis and reporting purposes. In some cases, authorized personnel involved in overseeing the research process may also have access to the data. However, the authorized personnel is bound by confidentiality agreements. The research is conducted with the sole purpose of community betterment and understanding.

WHERE WILL MY DATA BE STORED?

Following Lakehead University policy, all data gathered for this study will be kept secure for a minimum of seven years on cloud servers and password-protected computers. This retention period ensures that the information is available for future audits, verifications, or follow-up research related to the project. After seven years, all data will be securely and permanently deleted to safeguard the privacy of participants.

These data will be accessible only to the research team members who are directly involved in the analysis and reporting of the data. In addition, any paper records, if applicable, will be kept in a locked and secure physical location.

HOW CAN I RECEIVE A COPY OF THE RESEARCH RESULTS?

Participants who are interested in receiving a copy of the research results can use the contact information at the end of survey to indicate their preference after completing the survey. The preliminary research findings will be disseminated through a registered public open house event, and the final report will also be made available to the public. The report will ensure that your privacy is maintained while keeping you informed about the outcomes of the research.

WHAT IF I WANT TO WITHDRAW FROM THE STUDY?

If at any point you decide you no longer want to participate in this study, you have the right to withdraw. For this anonymous survey, the withdrawal process primarily applies to future participation. Once you've submitted your survey responses, they become part of the overall dataset. While we can exclude your future responses, the aggregated data from previous responses may remain in the study. If you wish to withdraw, contact Leah Yari: at lmyari@lakeheadu.ca. Your identity will always be protected.

RESEARCH TEAM AND CONTACT INFORMATION:

- Yuanyuan Wu (PhD), Academic Supervisor, Associate Professor of Strategy and Entrepreneurship, Lakehead University (Orillia Campus), ywu22@lakeheadu.ca, (705) 330.4008 ext. 2630.
[Please contact Dr. Wu for questions about the project.]
- Leah Yari, Research Student and Intern, Lakehead University (Orillia Campus), lmyari@lakeheadu.ca
- Tracy Roxborough, Communications Officer, Township of Severn, troxborough@severn.ca
- Craig Belfry, Director of Recreation, Parks, and Facilities, cbelfry@severn.ca

RESEARCH ETHICS BOARD REVIEW AND APPROVAL:

This research study has been reviewed and approved by the Lakehead University Research Ethics Board. If you have any questions related to the research ethics and would like to speak to someone outside of the research team, please contact Sue Wright at the Research Ethics Board at 807-343-8010 ext. 8283 or research@lakeheadu.ca.

MY CONSENT:

I agree to the following:

- I have read and understand the information contained in the Information Letter
- I agree to participate in the survey
- I am a volunteer and can withdraw from the study at any time and may choose not to answer any question
- I understand that the data will be securely stored at for a minimum period of 7 years following completion of the research project
- All of my questions have been answered

By consenting to participate, I have not waived any rights to legal recourse in the event of research-related harm.

The research findings will be made available to participants after the project is finished. To receive a copy of the research findings please provide contact details below.

Email address: _____

THE SURVEY

- Survey