



Date: October 16, 2018

To: Mayor Mary Smith and Council Members

From: Janice Lavalley, C.A.O.

Subject: 2018 Work Plans Q3 Update

Status: For Information

Recommendation

That the report of the Chief Administrative Officer with regard to the 2018 work plan 3rd Quarter updates as prepared by each Department Manager be received for information.

Information

Attached you will find the 3rd quarter update for the 2018 work plans as prepared by each of the Department Managers. The work plans were endorsed by Council on December 18, 2017 and provide for the Township to move forward with initiatives that have been identified as priorities by Council, the Management Team and through the updated Strategic Plan and numerous planning documents as well as to meet various legislative requirements.

It must be noted that the items in the work plans do not demonstrate the volume of work involved in day to day operations, contacts, meetings, professional development or management of other issues or opportunities which undoubtedly will arise throughout the year. While intended to keep us all very busy, the work plans attempt to provide a balance to ensure that we can maintain operations and manage new legislative requirements while still making progress on strategic plan and corporate initiatives.

Department Managers will be available at the meeting to answer any questions and/or provide further information.

Financial Impact

The 2018 Budget provides the resources required for the completion of the projects noted on the work plans.

Strategic Plan Reference

The work plans seek to further the Mission, Vision, Values and Goals established in the updated Strategic Plan:

- Vision** **A progressive, sustainable community.**
- Mission** **Leader in providing innovative and effective municipal services.**
- Values** **Integrity**
 Trust and Respect
 Environmentally-Responsible
 Professionalism and Accountability
 Inclusivity
- Goals** **Foster a healthy, engaged and connected community**
 Achieve excellence in governance and service delivery
 Support a sustainable, balanced and investment-ready community
 Cultivate partnerships and promote collaboration

Attachment

Work Plans

- Chief Administrative Officer
- Building and Planning Department
- Clerk's Department
- Finance Department
- Fire Department
- Human Resources
- Library
- Public Works
- Recreation Department

Janice Lavalley

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