**Recommendation**

That the report of the Chief Administrative Officer with regard to the 2019 work plan 2nd Quarter updates as prepared by each Department Manager be received for information.

**Information**

Attached you will find the 2nd quarter update for the 2019 work plans as prepared by each of the Department Managers. The work plans were endorsed by Council on December 18, 2018 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. The work plans have been updated as necessary to note additional and/or amended projects.

Also attached is the updated 2018-2022 Council Term Priorities Worksheet. While there are numerous overlaps between the work plans and this worksheet, this document provides a summary of activities related specifically to the term priorities raised by members of Council at the December 6, 2018 meeting.

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 2019 Budget provides the resources required for the completion of the projects noted on the work plans. Additions to the work plans which have a financial impact will be documented via budget amendment reports throughout the year.
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
- Community & Corporate Services/Clerk’s Department
- Finance Department
- Fire Department
- Human Resources
- Library
- Public Works
- Parks and Recreation Department

Janice Lavalley

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