



Staff Report

Report To: South Huron Council
From: **Dan Best, Chief Administrative Officer/Deputy Clerk**
Date: January 15 2018
Report: CAO 18.01
Subject: 2017/18 Council Priorities Workplan Update

Recommendations:

That the report of Dan Best, Chief Administrative Officer dated January 15, 2018 regarding the 2017/18 Council Priorities Workplan Update be received; and

That Council set a Committee of the Whole meeting to confirm and validate the 2017/18 Council Priorities Workplan Update; and

That Council set Committee of the Whole meeting dates to review draft policies developed to date.

Purpose:

Council Direction

Background and Analysis:

The Municipality of south Huron through its 2015-19 Strategic Plan highlighted key strategic objectives as follows:

- Improved Recreation and Community Wellbeing
- Administrative Efficiency and Fiscal Responsibility
- Increased Communications and Municipal Leadership
- Transparent, Accountable, and Collaborative Governance
- Dedicated Economic Development Effort

In 2017, Council underwent a priority setting exercise which resulted in the development of a Council Workplan for 2018. The following highlights progress to date of those priorities within the strategic objective framework.

Improved Recreation and Community Wellbeing

LEVEL	PRIORITY	STATUS	TYPE	STRATEGIC PLAN LINK	START DATE	END DATE
HIGH	Community Hub/Recreation Centre Project	ON TRACK	Governance	Improved Recreation and Community Well-being	10/3/2016	6/30/2021
HIGH	Outdoor Pool Project	ON TRACK	Governance	Improved Recreation and Community Well-being	10/3/2016	6/1/2018
HIGH	Port Blake	ON TRACK	Governance	Improved Recreation and Community Well-being	10/3/2016	6/1/2018
HIGH	Parking Bylaw	DELAYED	Governance	Improved Recreation and Community Well-being	TBD	8/31/2017
HIGH	Tree Policy Review	DELAYED	Governance	Improved Recreation and Community Well-being	10/3/2016	7/31/2017
HIGH	Feasibility Study and Master Plan	ON TRACK	Governance	Improved Recreation and Community Well-being	1/1/2018	6/30/2018
MEDIUM	Traffic Calming	ON TRACK	Administration	Improved Recreation and Community Well-being	TBD	3/31/2018
MEDIUM	Community Groups	ONGOING	Joint Collaboration	Improved Recreation and Community Well-being	ONGOING	ONGOING
MEDIUM	Animals at Large/Owner Responsibility Policy inc. feral cats	ON TRACK	Governance	Improved Recreation and Community Well-being	1/1/2017	3/31/2018
LOW	Park Use Policy and Bylaw Implementation - Elliot Park	NOT STARTED	Governance	Improved Recreation and Community Well-being	TBD	TBD
NEW	Seniors Strategy	NOT STARTED	Governance	Improved Recreation and Community Well-being	TBD	TBD
NEW	Youth Strategy	NOT STARTED	Governance	Improved Recreation and Community Well-being	TBD	TBD
NEW	Community Transportation	NOT STARTED	Governance	Improved Recreation and Community Well-being	TBD	TBD

There are thirteen priorities identified under this objective. The delayed items require further discussion at a Committee of the Whole to ensure that council objectives are met. Of the four priorities not started, three would fall into the new category and with respect to the Park Use policy at Elliot Park, Council should determine if it is still a priority.

Administrative Efficiency and Fiscal Responsibility

LEVEL	PRIORITY	STATUS	TYPE	STRATEGIC PLAN LINK	START DATE	END DATE
HIGH	Service Delivery Review	ON TRACK	Administration	Administrative Efficiency and Fiscal Responsibility	9/1/2017	3/31/2019
HIGH	Personnel	ON TRACK	Administration	Administrative Efficiency and Fiscal Responsibility	9/1/2017	12/31/2018
MEDIUM	Role Clarity - Council/Staff Relations	ON TRACK	Joint Collaboration	Administrative Efficiency and Fiscal Responsibility	10/3/2016	TBD
MEDIUM	Procurement Policy Review	COMPLETE	Administration	Administrative Efficiency and Fiscal Responsibility	1/31/2017	5/31/2017
MEDIUM	Records Management	DELAYED	Administration	Administrative Efficiency and Fiscal Responsibility	1/1/2017	12/31/2017
LOW	Liquor Policy and Bylaw Review	NOT STARTED	Governance	Administrative Efficiency and Fiscal Responsibility	TBD	TBD
LOW	Health and Safety Policies Review and Update	ON TRACK	Administration	Administrative Efficiency and Fiscal Responsibility	10/1/2017	9/1/2017
LOW	Notice Policy Review and Implementation	NOT STARTED	Governance	Administrative Efficiency and Fiscal Responsibility	TBD	TBD
LOW	Legal RFP	NOT STARTED	Administration	Administrative Efficiency and Fiscal Responsibility	TBD	TBD
LOW	Transient Traders Policy and Bylaw Review	NOT STARTED	Governance	Administrative Efficiency and Fiscal Responsibility	TBD	TBD
LOW	Committees, Review, Terms of Reference	NOT STARTED	Governance	Administrative Efficiency and Fiscal Responsibility	TBD	TBD
LOW	Delegation Policy and Bylaw Review	NOT STARTED	Governance	Administrative Efficiency and Fiscal Responsibility	TBD	TBD
LOW	Social Media/Internet/Email Use Policy Implementation	NOT STARTED	Administration	Administrative Efficiency and Fiscal Responsibility	TBD	TBD
LOW	Room Rental Policy Review	NOT STARTED	Administration	Administrative Efficiency and Fiscal Responsibility	TBD	TBD
LOW	Evaluation Framework - TBL	NOT STARTED	Governance	Administrative Efficiency and Fiscal Responsibility	TBD	TBD
NEW	Bill 148 Implementation of Fair Workplaces	ON TRACK	Administration	Administrative Efficiency and Fiscal Responsibility	12/12/2017	1/1/2019
NEW	Bill 6 - Asset Management Planning	ON TRACK	Administration	Administrative Efficiency and Fiscal Responsibility	1/1/2017	7/1/2024
NEW	Bill 68 - Municipal Legislation Reform	ON TRACK	Administration	Administrative Efficiency and Fiscal Responsibility	3/1/2017	3/1/2019

There are eighteen priorities identified under this objective. High/Medium priorities with exception of Records Management (delayed due to resource capacity) are progressing well and the procurement policy update was completed in 2017. Provincial legislation are all subject to phase-in and Administration will ensure that those timelines are implemented. Council will need to determine at a Committee of the Whole meeting if the Governance policies identified as low priorities should be undertaken or deferred to the next term. In addition A presentation on the roll-out of the service delivery review to Council should be presented at a Committee of the Whole.

Increased Communications and Municipal Leadership

LEVEL	PRIORITY	STATUS	TYPE	STRATEGIC PLAN LINK	START DATE	END DATE
HIGH	Communication Policy	DELAYED	Governance	Increased Communications and Municipal Leadership	9/1/2017	12/31/2017
HIGH	Website Re-design	ON TRACK	Administration	Increased Communications and Municipal Leadership	7/1/2017	3/31/2018
HIGH	Federal/Provincial Advocacy and Relations	ONGOING	Governance	Increased Communications and Municipal Leadership	ONGOING	ONGOING
HIGH	Engagement Policy	DELAYED	Governance	Increased Communications and Municipal Leadership	10/3/2016	8/31/2017
MEDIUM	Emergency Management	COMPLETE	Administration	Increased Communications and Municipal Leadership	10/3/2016	6/30/2017
MEDIUM	Monthly Reporting Framework - Updates etc.	ON TRACK	Administration	Increased Communications and Municipal Leadership	9/1/2017	3/31/2018
LOW	Social Media/Internet/Email Use Policy Implementation	NOT STARTED	Administration	Increased Communications and Municipal Leadership	TBD	TBD

There are seven priorities established under this objective. A Committee of the Whole is required to review the Communication Policy and Engagement Policy. The low priority policy will be completed prior to year end.

Transparent, Accountable, and Collaborative Governance

LEVEL	PRIORITY	STATUS	TYPE	STRATEGIC PLAN LINK	START DATE	END DATE
HIGH	Grand Bend Utilities Cost Recovery	COMPLETE	Governance	Transparent, Accountable and Collaborative Governance	3/1/2017	9/30/2017
MEDIUM	Partner Municipalities	ONGOING	Joint Collaboration	Transparent, Accountable and Collaborative Governance	ONGOING	ONGOING
MEDIUM	Procedural Bylaw Review	NOT STARTED	Governance	Transparent, Accountable and Collaborative Governance	TBD	TBD
MEDIUM	Notice of Trespass Policy	NOT STARTED	Administration	Transparent, Accountable and Collaborative Governance	TBD	TBD
LOW	County Relations/Collaboration	ONGOING	Joint Collaboration	Transparent, Accountable and Collaborative Governance	ONGOING	ONGOING
LOW	Special Events Policy and Bylaw Implementation	NOT STARTED	Governance	Transparent, Accountable and Collaborative Governance	TBD	TBD
LOW	Property Standards Policy and Bylaw Review	NOT STARTED	Governance	Transparent, Accountable and Collaborative Governance	TBD	TBD
LOW	BIA/Chamber of Commerce Collaboration/Relations	ONGOING	Joint Collaboration	Transparent, Accountable and Collaborative Governance	TBD	TBD

A Committee of the Whole will be required to determine if the identified policies are still validate to undertake and place a timeline if required. An increased effort in reaching out to upper levels of government will need to be emphasized in 2018 and beyond given the initiatives related to the Community Hub/Recreation Centre project and climate change legislation and challenges/opportunities.

Dedicated Economic Development Effort

LEVEL	PRIORITY	STATUS	TYPE	STRATEGIC PLAN LINK	START DATE	END DATE
HIGH	Economic Development	ONGOING	Governance	Dedicated Economic Development Effort	10/3/2016	12/31/2018
HIGH	CIP Review and Implementation	DELAYED	Governance	Dedicated Economic Development Effort	10/3/2016	6/30/2017
MEDIUM	Design Standards - Roads etc.	ON TRACK	Governance	Dedicated Economic Development Effort	7/1/2017	6/1/2018
NEW	Ambassador Program	ON TRACK	Governance	Dedicated Economic Development Effort	3/1/2017	12/31/2018
NEW	Community Profile	ON TRACK	Administration	Dedicated Economic Development Effort	3/1/2017	6/1/2018
NEW	Economic Development Strategic Plan Update	ON TRACK	Governance	Dedicated Economic Development Effort	1/1/2018	6/30/2018

A Committee of the Whole will be required to review the Community Improvement Plan. In addition, there will be the need to consult with key stakeholders (BIA, Chamber, Ec DEV Committee). The Strategic Plan Update should be conducted through the Ec Dev Committee with recommendations to Council.

The following provides a breakdown of the status of the fifty-two priorities (Existing plus New):

NOT STARTED	ON TRACK	DELAYED	COMPLETE	ONGOING
18	19	6	3	6

It is anticipated that the the priorities identified above that through coordination of Council and Staff that the all of the priorities identified can be can be either completed or phased in 2018 which would eliminate the identified priorities that have not be started to date.

Moving forward, the next step would be for Council to determine upcoming meeting dates for Committee of the Whole.

Operational Considerations

There are no operational considerations with respect to the content of this report.

South Huron's Strategic Plan:

The following are the strategic objectives for the 2015 – 2019 Corporate Strategic Plan that are linked to this report:

- Increased Communications and Municipal Leadership

- Transparent, Accountable, and Collaborative Governance

Financial Impact:

There are no financial implications as a result of the actions outlined in this report.

Legal Impact:

There are no legal implications as a result of the actions outlined in this report

Staffing Impact:

None

Policies/Legislation:

2015-19 Municipality of South Huron Strategic Plan

Consultation:

None

Related Documents:

None

Respectfully submitted,

Dan Best, Chief Administrative Officer/Deputy Clerk