



# Staff Report

## Administration – Chief Administrative Officer

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**Report To:** COW\_Finance\_Admin\_Fire\_Community\_Services  
**Meeting Date:** October 28, 2024  
**Report Number:** FAF.24.128  
**Title:** Corporate Strategic Plan Quarterly Report  
**Prepared by:** Shawn Everitt, Chief Administrative Officer

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### A. Recommendations

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THAT Council receive Staff Report FAF.24.128, entitled “Corporate Strategic Plan Quarterly Report” for information purposes.

### B. Overview

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This report provides Council with the requested update regarding the Corporate Strategic Plan.

### C. Background

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At the June 24, 2024 Council meeting, Council provided staff with the following direction:

THAT Council receive [Staff Report FAF.24.078](#), entitled “Corporate Strategic Plan Review” for information;

AND THAT Council establish a Corporate Strategic Plan Task Force comprised of a maximum of three (3) members of Council, including the Mayor, to establish a clear process, policy, and consistent timelines for the development of future Corporate Strategic Plans that are positioned to seamlessly and successfully transition from one term of Council to the next.

AND THAT Council pre-approve the \$100,000 contained in the 2024 budget for the development of the 2025 Corporate Strategic Plan pending the recommendations of the Corporate Strategic Plan Task Force.

At the same Council meeting, Council determined that the composition of the Corporate Strategic Plan Task Force would be as follows:

THAT, further to staff report FAF.24.078 Corporate Strategic Plan Review, Council of the Town of The Blue Mountains appoints Councillor Gail Ardiel, Councillor June Porter and Mayor Andrea Matrosovs to the Corporate Strategic Plan Task Force for the 2022-2026 term of Council.

Council also provided the following direction regarding quarterly updates for the Corporate Strategic Plan:

THAT Council direct staff to prepare quarterly reports on the updates of the Corporate Strategic Plan continuing in the third quarter of 2024.

## **D. Analysis**

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Attachment 1 of this report provides a status and brief update to certain activities that haven't been worked on since the June 28, 2024 Report.

Staff can report that the Corporate Strategic Plan Working Group has met twice and have begun the creation and development of a Request for Proposal Document that will be completed prior to the end of the year.

Good discussion and innovation has been proposed to date by the Working Group and further information will be brought forward to Council in the future as to proposed process and consideration of the fulsome engagement plan.

## **E. Strategic Priorities**

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### **1. Communication and Engagement**

We will enhance communications and engagement between Town Staff, Town residents and stakeholders.

### **2. Organizational Excellence**

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

### **3. Community**

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

### **4. Quality of Life**

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

## **F. Environmental Impacts**

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Consideration of the three (3) Pillars of Sustainability is critically important and engrained in the Corporate Strategic Plan.

## G. Financial Impacts

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Not applicable.

## H. In Consultation With

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Senior Management Team

## I. Public Engagement

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The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Shawn Everitt, Chief Administrative Officer [cao@thebluemountains.ca](mailto:cao@thebluemountains.ca).

## J. Attached

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1. 3<sup>rd</sup> Quarter Corporate Strategic Plan Update

Respectfully submitted,

Shawn Everitt  
Chief Administrative Officer

For more information, please contact:  
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## Report Approval Details

Document Title:	FAF.24.128 Corporate Strategic Plan Quarterly Report.docx
Attachments:	- Attachment-1-3rd-Quarter-Corporate-Strategic-Plan-Update.pdf
Final Approval Date:	Oct 18, 2024

This report and all of its attachments were approved and signed as outlined below:

**Shawn Everitt - Oct 18, 2024 - 11:37 AM**