

REVISED ONE YEAR ACTION PLAN – APRIL 2015

The following key topics were finalized during a recent Council meeting and clearly set out the key Actions of Council during their first year - 2014-2015. It is still the intent of Council to begin a longer Strategic Planning process towards the fall of 2015. A summary list of specific actions which complement the overall direction framework are included as guidelines and will be reviewed by Council on a regular basis.

VISION: “RESPECTING THE PAST, EMBRACING THE FUTURE”

KEY ACTIONS: 2014-2015

1. **OFFICIAL PLAN** - TO APPROVE OUR OFFICIAL PLAN WHICH ESTABLISHES THE FRAMEWORK FOR DEVELOPMENT AND LAND USE IN THE TOWNSHIP.
2. **ENVIRONMENT** - TO DEAL WITH ENVIRONMENTAL ISSUES THAT PROTECT THE QUALITY OF OUR LAKES AND THE BEAUTY OF OUR SURROUNDINGS
3. **FINANCE** - INTERN TO EXPLORE GRANT POSSIBILITIES
4. **ROADS** - TO ESTABLISH A ROADS ADVISORY COMMITTEE OF COUNCIL– COMPLETE
5. **FIRE DEPARTMENT** – TO ENSURE THAT THE VOLUNTEER FIRE DEPARTMENT HAS THE PROPER FACILITIES TO CONTINUE THEIR HIGH QUALITY OF SERVICE
6. **COMMUNICATION** - TO IMPROVE TRANSPARENCY BY CONTINUING TO FIND WAYS OF INFORMING AND INVOLVING OUR CITIZENS
7. **STAFFING** - TO INVESTIGATE VARIOUS STAFF ISSUES TO ENSURE THAT WE HAVE THE BEST STAFF COMPLEMENT IN ORDER TO CONTINUE TO PROVIDE MUNICIPAL SERVICES
8. **FACILITIES** – TO DEAL WITH A VARIETY OF FACILITY - RELATED ISSUES IN THE TOWNSHIP
9. **COMMUNITY** – SUPPORT EXISTING BUSINESSES IN THE TOWNSHIP THAT ENHANCE THE QUALITY OF COMMUNITY LIFE
10. **SIGNAGE** - TO IMPROVE THE SIGNAGE IN THE TOWNSHIP AND MUNICIPAL OFFICE
11. **TRAILS** - TO REVIEW AND POSSIBLY COMPLETE THE BALSAM TRAIL
12. **BY LAW AND POLICY REVIEWS** - TO CONTINUE TO REVIEW AND REVISE VARIOUS BY LAWS, POLICIES AND PROCESSES
13. **COMMITTEES** - TO WORK CLOSELY WITH OUR COUNCIL COMMITTEES
14. **AREA COLLABORATION** - TO CONTINUE TO WORK CLOSELY WITH OUR MUNICIPAL NEIGHBOURS ON PROJECTS THAT ARE FINANCIALLY VIABLE, ADD VALUE, CREATE JOBS AND IMPROVE SERVICES

DETAILED ACTION PLAN - 2014-15

The following are the specific actions that Council intends to work towards in 2014-2015 within the key fourteen headings. Other actions may arise throughout the year that will need to be dealt with, while others may resolve themselves. Council will review the progress of the following actions on a regular basis.

1. OFFICIAL PLAN:

- meet with Ministry about moving the OP review forward
- make any necessary revisions, approve and submit the OP to the Ministry

2. ENVIRONMENT:

- to work with the MLCA on water related issues – testing, speed, water quality and safety- see new BOATERS CODE
- meet with Lakeland Holdings regarding control of lake levels, review the current inspection, maintenance and engineering reports for the Grey Owl and Hurdville dam structures
- to investigate reciprocal privileges with McDougall

3. BUDGET and FINANCE:

- to designate Intern to explore and document grant possibilities for current and future projects.
- to review rental rates

4. ROADS:

- to look at possible solutions to road related issues as stated in the RAC report and pass on various road issues that are a concern

5. FIRE DEPARTMENT:

- to develop a long term facility and equipment replacement plan for Fire Hall #1
- to have Fire Chief give periodic reports directly to Council

6. COMMUNICATION:

- to continue to improve our website as a communication tool
- to consider creating a second newsletter for the fall tax bill –to include 2015 budget breakdown
- to revise and reprint a two - year Municipal/Business Directory
- to consider initiating E- lists of participants in our various programs and events

7. STAFFING:

- to have Senior staff make reports directly to Council on a periodic basis
- review all employment contracts – BLO, Custodial
- review our staff FTE complements vs our staff needs
- to look at the possibility of annual staff performance reviews

8. FACILITIES:

- to consider developing a Facility Asset Management replacement plan
- to develop a list of needs for the upgrade of the Community Centre
- to develop action plans for St Stephens Church in Broadbent, Hemlock Church and Brownley Camp

- to determine the costs and feasibility of EDC in Minerva Park- pavilion, washrooms, septic, band shell, information kiosk, walking bridge, boat launch and beach

9. COMMUNITY GROUPS:

- support existing businesses in the Township
- to continue to support all community groups in the Township
- to celebrate volunteerism on a biennial basis

10. SIGNAGE:

- to investigate the cost and possibility of installing an electronic sign board at Minerva Park

11. TRAILS:

- to review the current Balsam Trail and look at alternate routes to complete the Trail
- to consider removing the stairway along Centre Rd

12. BY LAW AND POLICY REVIEWS:

- To review the Procedural By-Law
- to clarify the process of dealing with committee recommendations to council
- to determine if there is a need for a MAP- municipal alcohol policy

13. COUNCIL COMMITTEES:

- to continue to support Committee projects that enhance the quality of life
- to fill each Council committee
- to review each committees terms of reference
- to continue to host special events that promote McKellar businesses, Heritage and showcase the talents of McKellar – Fair, Heritage events, Active Living Fair, Market and Pioneer College series

14. AREA COLLABORATION:

- to continue to support area projects as approved by Council
- to continue to look at ways of increasing jobs, cutting costs by collaborating with other neighbouring municipalities