

2020 STRATEGIC PRIORITIES CHART

September 16, 2020

Strategic Statement

OPERATIONAL STRATEGIES (CAO/Staff)

CHIEF ADMINISTRATIVE OFFICER

1. Build on K'omoks First Nation Relationship
2. Mack Laing Trust
3. Garbage Collection and Organics Program
4. Review of Council Remuneration
5. Asset Management Funding Linkage
6. Marina Park Vendor Policy and Program
7. Marina Park Enhancement and Parking Improvements
8. Shovel Ready Grant Project Strategy
9. Town Website Rebuild
10. RCMP Cost Review
11. DL 194 Parks Property Transfer

Policies

12. Council Conference Attendance Policy
13. CAO Performance Review Policy
14. Senior Staff Performance Review Policy
15. Exempt Staff Benefits Policy

Complete

16. Criminal Record Check Policy

PLANNING SERVICES

1. Subdivision Bylaw: Update
2. Open House - Climate Crisis Climate Change Adaptation Strategy
3. Decrease Processing Times
4. Draft Anderton Corridor Land Use Plan
5. Report for Affordable Housing and Short Term Rentals
6. Urban Food Production
7. Downtown Vitalization Zone Expansion
8. Heritage Registry Report
9. Town Website Rebuild: Planning and Building Permitting
10. Participation in CVRD Regional Poverty Reduction Strategy

Major Development Applications

11. 2310 Guthrie
12. 2309 McDonald
13. 468/490 Anderton
14. 1582 Balmoral
15. 695 Aspen- Affordable Housing Contract
16. North East Comox Stormwater Management Plan

Minor Development Applications

17. Parklet Adaptation and Winterization applications
18. 7-10 Minor RZ/DP/DVP Applications

Complete

19. Step Code 2/3 Implementation
20. Childcare Space Creation Funding Applications

FINANCE

1. Asset Management Replacement Funding Strategy
2. Payroll Software adoption
3. Conversion of municipal accounting codes and work orders
4. Fiber Optics
5. Phone System Replacement
6. Online account balances and payment options
7. Accounting Software
8. Town Website Rebuild

CORPORATE

1. Policy Manual Creation
2. Council Procedure Bylaw Update
3. Records Management System- Administration
4. Boundary Extension Request- Torrence Road
5. Town Website Rebuild
6. Council Delegation Bylaw
7. Review of Corporate/Legal Agreements
8. Solid Waste Collection Changes
9. Bylaw Adjudication System
10. Marina Lease Renewal
11. KFN Fire Protection Agreement
12. SPCA Agreement
13. Solid Waste Collection- Statutory Holidays

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Strategic Statement**OPERATIONAL STRATEGIES (CAO/Staff)****FINANCE**Complete

9. Production of Audited Financial Statements
10. Production of Municipal Budget documents

CORPORATEComplete

14. Hire Communications Specialist
15. COVID Safety Plan
16. Council Procedure Bylaw Update

PARKS/BUILDING MAINTENANCE

1. Wayfinding Project
2. Lazo Greenway Development
3. Off-Leash Dog Park Creation
4. 695 Aspen Daycare Construction Management and Affordable Housing Units
5. Marina Condition Assessment
6. New Garbage Truck & Tractor
7. Town Website Rebuild
8. COVID Adaption for Parks and Public Restrooms
9. Service Contract for Building Maintenance Tender
10. Parks Job-Description Review
11. Garbage Collection Efficiency Review

PUBLIC WORKS & ENGINEERING

1. Anderton Servicing Plan
2. Subdivision Bylaw Update
3. Foreshore Sanitary Replacement
4. Transportation Plan: Update
5. North East Comox Stormwater Management Plan
6. Anderton and Robb Road Intersection Improvements
7. Dryden Watermain and Multi Use Path
8. Noel Avenue Upgrade
9. Sidewalks South Side of Comox Avenue
10. Port Augusta / Comox Avenue Turning Radius
11. Torrence and Balmoral Road Upgrade
12. Manor Outfall Improvements
13. Sidewalk Bolt and Aspen
14. Town Website Rebuild
15. Downtown Parking Strategy

Complete

16. Guthrie/Brooklyn Cross Walk Upgrade

FIRE

1. Volunteer Retention/Recruitment
2. Wildfire Deployment Policy
3. Sound of Life-Smoke Alarm Program

RECREATION

1. Site Master Plan
2. Fitness Studio: Capital Equipment
3. Low Income Regional Recreation All Access Pass Program
4. Town Website Rebuild
5. COVID Recreation Delivery Adaptation
6. Hands on Farm Re-Start
7. Active-Net Implementation
8. Children Summer Camp
9. Recreation Guide
10. Programmer Weekly Hour Increase