



MUNICIPALITY OF **West Elgin**

Staff Report

Report To: Council Meeting
From: Magda Badura, CAO/Treasurer
Date: 2023-03-23
Subject: Strategic Plan

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Strategic Plan and approve the proposal from Jennifer Kirkham, Michevious Cat Productions in the amount of \$21,500.00 plus applicable taxes; and that West Elgin Council chooses one of the options presented.

Purpose:

The Municipal Strategic Plan must be developed to guide Council and Staff into the future (2023-2026).

Background:

When the Municipal Council is elected every four years, they set the Strategic Plan for the term. During the last term of Council, it was determined that an organizational review be completed first as there was a need to strengthen our organization.

With the new term of the Council it is time to develop strategic priorities and a road map for Council and Staff as we determine how to best provide services and help our Municipality thrive. Having a strategic plan in place will enable us to establish goals and objectives that expand our potential without straining our resources or creating too much risk.

Attached proposal contains the following components:

1. Conduct an online survey or interviews with Council members to gather preliminary thoughts.
2. Facilitate two working sessions with Council to develop a draft Strategic Plan, including a vision and mission statement.
3. Conduct a community online survey to gather feedback about the draft Strategic Plan.
4. Conduct up to three online focus groups with targeted groups (based on the demographics profile of respondents to the online survey) to gather feedback about the draft Strategic Plan.
5. Make recommendations to Council regarding final changes to the Strategic Plan.

Financial Implications:

2023 Budget deliberations – Strategic Plan was included in 2023 Operating Draft Budget

Policies/Legislation:

Purchasing Policy and Procedures - AD-1.2

Report Approval Details

Document Title:	Strategic Plan - 2023-18-Administration Finance.docx
Attachments:	- Municipality of West Elgin Strategic Plan Options March 2023.pdf
Final Approval Date:	Mar 20, 2023

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

Jana Nethercott