

CAO Response to 2021 Goals Results Achieved

2021 CAO Short Term Goals

Short Term Goal 1: Seek External Funding Sources to Support the new projects, capacity increases and improvements to Southgate Infrastructure Assets.

- We will continue to look for and work with Grant Match to seek funding for our large projects like the water tower, wastewater plant capacity expansion, roads, bridges and Olde Town Hall.
- Township staff will continue to seek out smaller grant opportunities for specific project fits as we become aware of when they are released.

CAO 2021 Results:

- *We have worked with Grant Match for the last year with successes of gaining the following project funding approvals:*

<u>Fund</u>	<u>Project Name</u>	<u>Amount in \$</u>
➤ Canada Community Revitalization Fund	Memorial Park	\$412,300.00
➤ ICIP Green Stream	Victoria Street - Applied for	\$4,988,000

Staff Initiated Applications for Support Funding

➤ Canada Summer Jobs	6 positions	\$ 22,606.68
➤ ICIP COVID Stream Funding (not Grant Match)	Holstein Council	\$ 99,000.00

Short Term Goal 2: Support Development Projects and Service Capacity improvements in Southgate

- Staff will continue to advance the Hwy #10 Bypass Road design/tendering and Wastewater Capacity EA work to prepare for planned implementation of capacity solutions in 2022 when our EA is approved.
- Continue to support residential development projects.
- Planning Department completing the Industrial Lands Comprehensive Review, Urban Justification Report and Official Plan with consideration of hiring outside consultants to support this work in 2021 if our level of Planning activity continues or increases over the 3 months.

CAO 2021 Results:

- *Eco Park - Hwy #10 road project design is nearing completion for tendering and construction start in 2022.*
- *Approved Flato Glenelg Carriage House Phase I Site Servicing and Subdivision Agreement for residential development.*
- *Started Official Plan Review process in 2021 that will be completed in early 2022.*
- *Triton completed an RFP call for proposal with solutions based on treatment criteria parameters and shortlisted qualified supplier technologies.*

- *A Wastewater application was submitted to MOE to seek approval of possible treatment options to complete the EA and start the process to confirm tender solutions and final construction project pricing confirmation to award contractor.*

Short Term Goal 3: Community Safety & Well Being Planning (CSWBP) –
Southgate Implementation of our CSWBP Issues/Outcomes in 2021

- The CAO will work with the Council approved committee with representation from SEGCHC, JunCtian Community Initiatives, Council members (2), Southgate CAO Library and Recreation staff developing expanded programs and services to:
 - Develop a strategy to address the issues identified in our Southgate CSWBP; and
 - Create a “Welcoming Community” to support programs and services to integrate newcomers into our community.
- Hold “Community Round Table” discussions as part of the Committee work to talk about what is needed in our community to support business and our community.

CAO 2021 Results:

- *Southgate continues to participate in the CSWBP meetings and planning that is underway.*
- *This will be a Goal that will extend into 2023 and beyond and will need to transition to new staff person and/or CAO for leadership.*

Short Term Goal 4: Hire a full time Economic Development Officer (EDO) to have focused effort to Communicate with and Support Local Businesses

- Hire an EDO in 2021.
- EDO would be focused a large percentage of the positions effort on direct communications to support of existing businesses, new business attraction and Downtown Improvement planning.
- Develop a Tourism Strategy through the Hamlet project in Southgate

CAO 2021 Results:

- Hired Terri Murphy as Southgate’s new EDO.
- EDO has created and handled a lot of commercial and industrial property inquiries, with several transactions and projects developed.
- New EDO has started the Hamlet project planning with some delays because of COVID.

Short Term Goal 5: Supporting Rural Fibre Communication Capacity Growth in Southgate

- Continue to work with Swift and Fibre Broadband Service providers to increase high speed capacity in Southgate.

CAO 2021 Results:

- Supported Eh!Tel fibre project in the northwest corner of the project to service Holstein, Dromore, Watra, Wilder Lake and rural roadways between those communities.
- Supported Eh!Tel projects in Dundalk to service new subdivisions with fibre and a temporary tower at the Dundalk Arena.

Short Term Goal 6: Work with Council and Community Group(s) to bring the issue of the Olde Town Hall to a conclusion and create a Go Forward Plan for the Building Future

- Staff to create a RFP process to explore private sale of the building with Future consideration for public use of the theatre space.

CAO 2021 Results:

- *RFP issued and one response evaluated.*
- *The respondent Wellington Capital Corporation has met several times with the Township, toured the building and staff as created a draft purchase & sale and building lease back agreement for future cultural event uses.*
- *Draft agreement with Team Town Hall has been developed and Southgate waiting for their review and acceptance of the agreement in principle.*
- *Township staff have also had discussions with JunCtian Community Initiatives group to expand the community interest, access to funding because of their charitable status and to increase sustainability of the project.*
- *Focused on a final decision for in early 2022 on agreements and future use and ownership of the property long term.*

Short Term Goal 7: Roads Effort Review of Staff Resources

- The Public Department is developing a plan to increase roads maintenance efforts (with 4 day summer work week), increase operation of the road brusher, create a small dedicated construction supervisor and grader operator to work with construction companies to complete capital projects. This will be role out and discussed during 2021 budget discussions

CAO 2021 Results:

- *CAO directed the Public Works Manager to assess staff resources and needs to increase maintenance efforts related roads surface maintenance, use of roadside brusher and dedicated construction staffing effort that were all undertaken with good results timely road surface maintenance*

effort and patrol. Construction staff managed contractor projects, culvert replacements and road reconstruction projects.

CAO 2021 Long Term Goal

Long Term Goal 1: Succession Planning for the CAO Retirement

- Work with Council to work the CAO succession plan previously provided.

CAO 2021 Results:

- *Provided staff report and recruitment plan for Council consideration.*
- *Further the plan has been taken over by HR staff to clearly define process going forward, timelines identified and process started to identify internal candidates.*

Long Term Goal 2: Continue to work on, report to Council and implement the outstanding Initiative in the 2019-2023 Southgate Community Action Plan

CAO 2021 Results:

- *All staff continue to refer to with focus to advance the CAP goals in a 2021 in staff reports and Council decision making to address the 6 major goals in the plan.*
- *The CAO reports annual on the completion of strategic initiatives and the progress made to advance the others.*