

# **Southgate Council–Staff Visioning Session**

**Department: Clerks**

February 12, 2020

# **Development Charges By-law – Clerks Dept. Planned Projects**

- The Clerks Department is not eligible for the collection of Development Charges.

# **Visioning Session - Clerks**

## **Reserves & Reserve Funds**

- **Council – Election**

**\$27,462.03**

**\* as of the end of 2020**

# Community Action Plan - Clerks Dept.

## Goal 6 - Citizen Engagement

**Action 6:** The residents and businesses of Southgate expect their local government to be transparent and approachable, to provide clear and timely information, and to explain and seek their input on issues and decisions facing the community.

### Strategic Initiatives 6-A (2019-2023):

The Township website southgate.ca will have had a complete facelift.

> Project completed.

### Strategic Initiatives 6-D (2019-2023)

Council will have implemented a variety of practices to provide Council and residents public with opportunities for informal two-way communication with residents, including semi-annual "Coffee with Council" events, participation in Library events, presence at fairs, etc.

>

### Strategic Initiatives 6-E (2019-2023)

The Township will have acquired and be utilizing on-line public meeting

> Project completed and software under assessment and operating refinements.

# Visioning Session - Clerks

## 2020 - Capital Projects and Operation Plans

### Capital Project Plan:

- Council Chambers Video & Projection Technology \$3000.00

### Operational Plans:

- Schedule and Promote a semi-annual Community Event where the public can engage with members of Council - e.g. *Coffee with Council* \*CAP Goal 6D
- Engage the Public in Municipal decision making by utilizing online software to seek public input – *Utilize ShapeSouthgate Engagement Software currently available* \*CAP Goal 6E
- Council to Adopt Multi-Year Accessibility Plan in 2020 and complete Staff training
- Hire **Customer Service Coordinator** to replace Vacant Deputy Clerk position FTE in Clerk's Department



# Visioning Session - Clerks

## 2021 & 2022 – Planned Capital Projects and Operation Goals for Consideration:

### Capital Project Plan:

◇ Annual Election Contribution to reserves	\$10,000
◇ Council iPads in 2021	\$ 7,500

### Operational Plans:

- Continue to promote Online Engagement through Township Website and Social Media platforms
- Continue to engage the public with ShapeSouthgate software
- Plan and promote Community events with Council's participation
- Continue with Accessibility Compliance

# **Visioning Session - Clerks**

- **2023 to 2029 Plan for New Infrastructure & Service Delivery that is a requirement based on Southgate's present Assessment base:**

## **Capital Project Plan:**

- |  |          |
|--|----------|
| ◦ Annual Election Contribution to reserves | \$10,000 |
| ◦ Council iPads in 2025                    | \$ 7,500 |

## **Operational Plans:**

- Online Citizen Engagement – Website & Social Media Platforms
- Community Events with Council participation
- Council Highlights
- Electronic Signs and Newsletter Distribution

# **Visioning Session - Clerks**

**2023 to 2029 Plan for New Infrastructure & Service Delivery  
that is a requirement based on Southgate's on anticipated  
future Development Growth:**

## **Creation of Heritage Committee**

- **CAP Goal 6C:**  
*“As its population approaches 10,000, the Township will be prepared to create the statutorily required Heritage Committee.”*



# **Visioning Session - Clerks**

**2023 to 2029 Plan for New Infrastructure & Service Delivery that is a requirement based on considerations of future change of Legislation, Community Demographics and/or Climate Change:**

- Municipal Act Amendments
- Accessibility Legislation Amendments
- MFIPPA Legislation Amendments

# **Visioning Session**

**Questions & Comments**