

Date: October 28, 2025

To: **Mayor and Council**

Name and title: Walter Babicz, City Manager

Subject: Corporate Work Plan Update November 2025

Attachment(s):

1. Corporate Work Plan - November 2025
2. Council Strategic Plan 2023 - 2026

Recommendation(s):

THAT Council RECEIVES FOR INFORMATION the report dated October 28, 2025, from the City Manager titled "Corporate Work Plan Update November 2025".

Purpose:

This report is submitted for Council's information.

Discussion:

At the December 2, 2024, regular Council meeting, Council approved the attached, updated, 2023-2026 Strategic Plan. The updated Strategic Plan informed administration's development of an updated Corporate Work Plan (CWP) that aligned with Council's amended priorities. The CWP is intended to align with the Strategic Plan and provide a framework to make resource allocation decisions over the next few years. The CWP includes updates on specific projects and action items to help communicate progress on goals identified in the Strategic Plan.

The CWP is one component of the City's integrated planning and performance measurement process - a cycle that integrates the City's long-term service strategies and policy directions, departmental plans, emerging priorities, and financial planning with performance monitoring and reporting. The CWP helps ensure that public funds are allocated to Council's top priorities, and that City staff understand how their work fits into the goals that underpin the Strategic Plan.

Although the CWP identifies specific achievements and strategic progress towards fulfilling Council's priorities, it does not include all the important and necessary projects and routine work undertaken by staff to deliver municipal services and maintain municipal infrastructure.

The presentation of the CWP has undertaken continuous refinement in recent iterations. For example, the 2022-2023 report was a single page while versions in 2024 grew in length and introduced new elements. This iteration of the CWP has been produced in a style similar to what has been observed in other medium and large municipalities. The intent going forward is to maintain this

format as staff believe it provides a more appropriate level of detail for routine reporting, aligns with the style of other strategic documents like the annual report, and is intended to increase public viewership.

Strategic Priorities:

The CWP guides administration in meeting Council's strategic priorities and managing routine operations and is therefore connected to all priorities in the Strategic Plan.

Summary and conclusion:

This report presents the updated CWP and summarizes the status of activities undertaken to advance priorities identified in the 2023 – 2026 Strategic Plan. Council is asked to receive this report for information.

Respectfully submitted:

Walter Babicz, City Manager

Meeting date: 2025/11/03