A. Recommendations

THAT Council receive Staff Report FAF.19.083, entitled “Sustainability Committee Needs & Resourcing” for information purposes.

B. Overview

This staff report provides Council with information regarding a resourcing request that may come forward from the Sustainability Committee.

C. Background

The Council appointees to the Sustainability Committee, being Deputy Mayor Bartnicki, Councillor Matrososv, and Councillor Potter met in open session on May 24, 2019 to discuss potential resourcing needs for the Sustainability Committee. Because the public members had not been formally appointed, the Committee did not have quorum which resulted in general discussion only with no motions being passed. The Committee has experienced a delayed start while membership is formalized and would like to ensure any resourcing requirements for initiatives, research, or other tasks as identified, are met moving forward.

D. Analysis

At the May 24, 2019 meeting staff noted they would develop a job description for a contract position based on a hybrid between a Sustainability Coordinator job description, a Project Specialist job description, and an Administrative Assistant job description. This job description will be presented at the first meeting of the Sustainability Committee with the full member complement for discussion and consideration. It was noted that the Committee may deem a contract hire unnecessary and opt to form sub-committees to address the key tasks and deliverables utilizing the Committee expertise, but this is unknown until the group can review a draft job description and discuss options.

Staff will work with the Committee to determine the best resourcing option and follow-up with Council with this information.
E. The Blue Mountains Strategic Plan

Goal #1: Create Opportunities for Sustainability
Objective #1 Retain Existing Business
Objective #2 Attract New Business
Objective #3 Promote a Diversified Economy
Objective #4 Support Value-Added Agriculture and Culinary Tourism
Objective #5 Improved Visibility and Local Identity

Goal #2: Engage Our Communities & Partners
Objective #1 Improve External Communication with our Constituents
Objective #2 Use Technology to Advance Engagement
Objective #3 Strengthen Partnerships

Goal #3: Support Healthy Lifestyles
Objective #1 Promote the Town as a Healthy Community
Objective #2 Increase the Range of Housing Choices and Promote Housing Affordability
Objective #3 Manager Growth and Promote Smart Growth
Objective #4 Commit to Sustainability

Goal #4: Promote a Culture of Organizational & Operational Excellence
Objective #1 To Be an Employer of Choice
Objective #2 Improve Internal Communications Across our Organization
Objective #3 To Consistently Deliver Excellent Customer Service
Objective #4 To Be a Financially Responsible Organization
Objective #5 Constantly Identify Opportunities to Improve Efficiencies and Effectiveness

Goal #5: Ensure Our Infrastructure is Sustainable
Objective #3 Implement Best Practices in Sustainable Infrastructure

F. Environmental Impacts

N/A

G. Financial Impact

Should the Committee determine to move forward with hiring a contract staff person, there will be associated human resources costs. The funding source options would be identified by staff with final approval by Council.
H. In consultation with

Sustainability Committee Members of Council
Ruth Prince, Director of Finance & IT Services/Treasurer
Jennifer Moreau, Director of Human Resources

I. Public Engagement

The topic of this Staff Report has not been subject to a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Shawn Everitt, cao@thebluemountains.ca.

J. Attached

None

Respectfully Submitted,

Shawn Everitt
Interim Chief Administrative Officer

For more information, please contact:
Shawn Everitt, Interim Chief Administrative Officer
cao@thebluemountains.ca
519-599-3131 extension 234