

Department: Corporate Services**Employee: Emily Kaehn****2025 Work Plan****Third Quarter Report**

Corporate Services includes the following service areas: Legislative Services, Land Use Planning and Administration, Climate Action, Corporate Communications, Asset Management Planning, and Community Economic Development. The following outlines the status of key projects and programs that are being administered this year.

2025 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	START/FINISH DATES	2025 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
First Nations Relationship Building	Community and Social Development	Ongoing	<ul style="list-style-type: none"> Continue to identify opportunities to enhance First Nations relationships and make progress on the Truth and Reconciliation Calls for Action identified for local governments. 	Ongoing	Staff attended the MLIB Annual General Assembly. Staff attended the MLIB Truth and Reconciliation Event. Staff attended Indigenous Consultation and Engagement Workshop offered by the Local Government Management Association.
Legislative Services	Strong Governance and Finances	Ongoing	<ul style="list-style-type: none"> Work with depts. to review and update bylaws/policies as needed. Council meeting management. Corporate records management. 	Ongoing	Bylaw and policy reviews continue.
Accessibility	Community and Social Development	2023-2024	<ul style="list-style-type: none"> Continue to provide staff liaison and support for the Access and Inclusion Advisory Committee. 	Ongoing	Website project will be deferred to 2026. The District was successful in receiving funding towards the installation of Mobi-Mats at 1 st Beach.
Community Grants Program	Strong Governance and Finances	Ongoing	<ul style="list-style-type: none"> Administer Community Grants Program Intakes and Budget. 	Ongoing	2026 In-take closed Sept. 15 th . Grant policies review continues.
Land Use Planning, Development, and Building Permitting	Economic Vitality	Ongoing	<ul style="list-style-type: none"> Housing Legislation Updates Development Services Review Project Morfee Mountain Road 	In-Progress In-Progress	Morfee Mountain Road LTU was signed and awaiting final Provincial approval.

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Communications	Strong Governance and Finances	Ongoing	<ul style="list-style-type: none"> In collaboration with depts. maintain the District's various communication channels Develop new Communications Plan 	Ongoing In-Progress	Bylaws and agendas have been uploaded to new system for web access. Staff are just completing final audit of files before going live.
Mackenzie 2.0 Community Economic Development Plan	Economic Vitality	Ongoing	<ul style="list-style-type: none"> Offer Business Support Programs Liaise and partner with local and regional business support services. Relocation Guide & Marketing Project Host Agricultural Symposium High speed internet project Investment attraction activities. Professional services recruitment. Provide grant writing support for not-for-profit organizations 	Ongoing Ongoing In-Progress Complete In-Progress Ongoing Ongoing Ongoing	Strategic Marketing Project began in August, with completion date of end of October 2025. Agricultural Symposium held September 13, 2025. Business Façade Improvement Program was fully subscribed for 2025. An application for funding towards the 2026 program is in progress.
Tourism Plan	Economic Vitality	Ongoing	<ul style="list-style-type: none"> New Tourism Guide & Maps Participate in local, regional, and provincial marketing campaigns. Explore MRDT Marketing Revenue Support and promoting recreational tourism development opportunities Caboose Visitor Centre operations 	Complete Ongoing Ongoing Ongoing In-Progress Ongoing	Visitor Centre was operational as planned throughout Q3. Marketing continued throughout the summer. Planning has begun for winter tourism campaigns.
Climate Action	Environmental Sustainability	Ongoing	<ul style="list-style-type: none"> Continue implementation of CEEP Participate in NorCAN Network and FCM-PCP program. Work with BC Hydro for installation of EV charging stations. Support local groups in pursuing environmental initiatives. 	Ongoing Ongoing Complete Ongoing	Recreation Centre Level 2 charging stations are still in-progress with Charge North.
Asset Management Planning	Strong Governance and Finances	Ongoing	<ul style="list-style-type: none"> Coordinate update of District's asset management program. Apply for grants to support future data collection. 	Ongoing Ongoing Ongoing	Infrastructure planning and condition assessments are ongoing. Focus shifted to completing capital works in Q3.