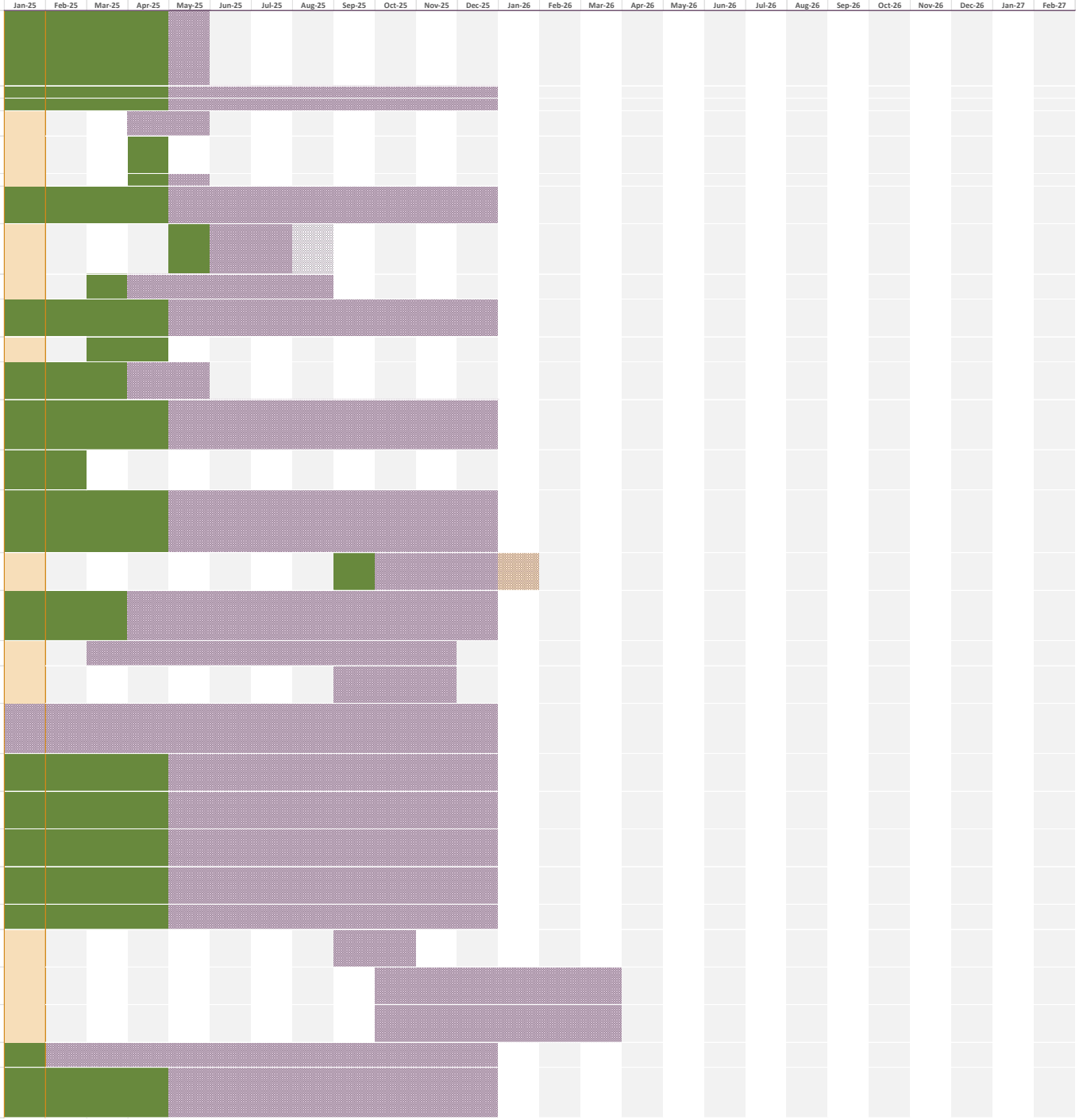
Financial Services - General Manager Jodi Pierce

Select a period to highlight at right. A legend describing the charting follows.

Period Highlight: 1

Plan Duration | Actual Start | % Complete | Actual (beyond plan)

ACTIVITY	PLAN START	PLAN DURATION	ACTUAL START	ACTUAL DURATION	PERCENT COMPLETE
Prepare Annual Five-Year Financial Plan, Year-End Financial Statements, complete annual Local Government Data Entry and prepare Annual Statement of Financial Information documents.	1	5	1	5	95%
Ensure adherence to all legislation	1	12	1	12	40%
Ensure Community Works Fund project eligibil	1	12	1	12	40%
Complete annual Canada Community Building Fund Report to UBCM	4	2	4	2	0%
Annual submission of tax requisitions for CSRD and NOCSRHD to Province and member municipalities	4	1	4	1	90%
Annual review of parcel tax roll	4	2	4	2	85%
Participation in the evaluation, creation and implementation of potential new services	1	12	1	12	40%
Undertake a process to get a comprehensive property appraisal which is a requirement to insure our property assets for 2026	5	4	5	3	10%
Assistance with service reviews of existing services	3	6	3	6	25%
Support and resources in populating asset management software with accurate data	1	12	1	12	40%
Implementation of new Public Sector Accounting Board standards	3	2	3	2	100%
Continued support for work with land leases and invoicing Rail Trail Corridor lessees	1	5	1	5	75%
Ongoing completion of financial reporting for grants (Strategic Priorities, Rural Dividend, Bike BC, MoTI etc.).	1	12	1	12	40%
Consult with Electoral Area Directors regarding budgets for specific Electoral Area functions.	1	2	1	2	100%
Ensure cost effective policies and procedures are in place and continue to develop cost effective, practical solutions to local and regional service challenges.	1	12	1	12	40%
Review asset management software to ensure best practice for service delivery.	9	4	9	5	1%
Complete the Risk Framework and determine a Risk Registry to track service and asset level risks and asset criticality.	1	12	1	12	25%
Begin asset management plans for park and solid waste infrastructure	3	9	3	9	0%
Initiate review of Director Remuneration Bylaw for completion in 2026	9	3	9	3	0%
Participation in the promotion and development programs and strategies to attract, retain and develop talent within the department.	1	12	1	12	0%
Mentor, train and empower more junior staff to develop and model emotional intelligence skills.	1	12	1	12	40%
Ensure compliance with Collective Agreement, employment standards and other governing legislation.	1	12	1	12	40%
Ensure that all finance staff are cross trained to provide support for vacation, illness and/or busy times.	1	12	1	12	40%
Continue to support human resources issues (benefit administration, grievances, and policies) as required.	1	12	1	12	40%
Provide guidance to subordinate staff and evaluate performance.	1	12	1	12	40%
Participate in bargaining of the Collective Agreement for CUPE Local 1908 staff	9	2	9	2	0%
Continue to explore reporting of the budget process in social media and the website.	10	6	10	6	0%
Explore alternative public engagement tools for the budget process.	10	6	10	6	0%
Establish a Regional Community of Practice for Asset Management.	1	12	1	12	10%
Provide support to Environmental and Utility Services for GHG tracking and reporting for the Climate Action Charter	1	12	1	12	40%