



**The Corporation of the Municipality of Wawa
Staff Monthly Report**

Office of Information Technology

Prepared For: Corporate Planning Committee Meeting	Report No.: JM 2017-04
Agenda Date: April 11, 2017	File No.: 6.3

Preamble

The following report outlines issues relating to all areas of the Information Technology Department including NITGC members.

General

IT Infrastructure

All major systems have been running smoothly with no major issues to report. We have been working through a software audit with Microsoft to ensure that we are fully compliant. This process has taken much of our resources in the last month but we hope to have everything completed in the next few weeks. We continue to work closely with all departments to ensure that all current needs are met and to improve system efficiencies in areas that are needed.

Cemetery Mapping Project

Spring is here and an inspection of the cemetery grounds shows that most of the snow has cleared. We anticipate that we will be able to begin field work on this project by the beginning week of May. The ITI Department has scanned the existing plans of the cemetery and overlaid them onto the satellite imagery and is finishing the digitization of the plots. We are currently modelling how the database will be structured and getting ready to incorporate the existing data.

Security Camera

We continue to move forward with our capital budget project for 2017. This will see the installation of security cameras at the Community Centre, Tourist Information Centre, Landfill and an upgrade to Lion's beach. We will also be adding additional equipment to the Council Chambers which will allow us to record audio and video of all meetings if required or wanted.

Respectfully Submitted By: Jason Morrison Director of ITI	Prepared By: Jason Morrison Director of ITI
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Website and Marketing

Wawa EDC

New Website - Support and Implementation

- Launch was delayed until late March
- More than expected amount of work was required

10,000 Steps Community Walking Challenge

Marketing

- March Poster & 2 Banner Ups created
- Progress Map to be completed soon

Wawa Drag Races

Northern Nationals Marketing

- Started working on the 2017 marketing ideas for the event
- Website updates
- Continue attending committee meetings (~ 2hrs every second Thursday evening)

Wawa Tourism

Marketing & Social Media

- Worked a lot with Brian Lachine on new initiatives & ideas for marketing Wawa
- Help continues on developing a Municipal social media strategy

Municipal Website

Updates & New Development

- Working with Community Services to update their section
- Updates as required (Canada 150 section, Operating budget, General Notices, information, and job postings)
- Continue to develop a new theme as time allows

Canada 150 Celebration

Marketing & Design

- Wawa Canada 150 logo creation
- Advertising Postcard design for print
- Create new webpage on wawa.cc for events advertising
- Working on a Canada 150 Wawa Goose Pin concept

Training

Google Analytics & Social Media

- Continued with course on Google Analytics & started one on Social Media strategies when time allows

Wawa Webcams

Install & Updates

- New Wawa Lake webcam install in February – Updated website with new feed
- Fixed the Lake Superior webcam (was offline and needed a reset) – still need to correct the image loop feed issue

NITGC**New Potential Partners**

Last month we reported that there was a potential partnership opportunity for the NITGC and this month we are pleased to announce that four communities east of Sault Ste. Marie have agreed to join the NITGC cooperative. This is a great partnership as it will not only increase revenue but will give us better opportunity to apply for funding, strengthens our partnerships in the region, and will give increased exposure of the NITGC throughout the region. An agreement is currently being worked on and we are hoping to begin work with the communities in the very near future.

Wawa Energy Plan

Energy heat gun sign outs were relatively low. A new campaign will begin in the fall, and any ideas of how to increase numbers will be discussed at the next meeting. Some ideas were having high school students go around to help with their volunteer hours.

Rain barrel initiative, at the time of meeting only 33 rain barrels were sold out of the 126 that were pre ordered.

The environmental award of the year will go to Karen Grundt. She will be presented with this honour at the May 2 council meeting.

Yellow fish road project painting will start April 21. English and French are on the stencils to help citizens recognize that some storm sewers flow into Wawa Lake and nothing else should be dumped down them.

Next meeting is scheduled for April 25 and will be discussing composting ideas for a community at large. A couple of community members with skills in composting may come to help with this initiative.

Solar Project

As reported last month, funding for the solar project for the new municipal garage on Montreal Avenue had been declined due to discrepancies in the legal ownership name on the property. After many headaches and lost time, we have resubmitted our application to the OPA for this project. We have ensured that all legal documentation was submitted ensuring that the property in question is truly owned by the Municipality of Wawa. We are waiting for a response from the OPA and are hoping that it comes soon.

On a more positive note, spring is here and the existing solar panels are producing well. We have been having great weather for energy production and hope that we have a long spring, summer and fall filled with sunshine.