



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

Office of Information Technology

Prepared For: Corporate Planning Committee Meeting	Report No.: JM 2018-06
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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. The ITI Department is looking into the best strategy to begin updating our critical infrastructure as it is approaching its end of life. We are pursuing some funding opportunities that are available that could potentially offset much of the costs of this upgrade. 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.

Help Desk

As mentioned last month the ITI Department has been implementing a help desk solution in order to better manage service requests and increase the level of service provided to staff and members of our cooperative. So far the software seems to be a great solution for our Department and we will continue to use this platform to organise all of our service requests.

Respectfully Submitted By:	Prepared By: Jason Morrison Director of ITI
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Cemetery

Last summer the ITI Department worked together with Infrastructure Services to begin an accurate mapping of the Municipal Cemetery. The project was postponed as winter approached and now that summer is here again we will continue to GPS and digitize all of the cemetery plots. Quality control and assurance will also be done to ensure that the current tabular data we have accurately reflects locations in the cemetery.

Regional Broadband Project

The Regional Broadband Project is an initiative started through the Dubreuilville EDC. The purpose of the project is to do a study of the current availability of broadband services in the region and explore the possibilities of infrastructure upgrades. The region has currently been approved for phase 1 of the project and a consultant has been hired to perform the initial infrastructure evaluation.

The hope is that more funding will be available to greatly improve both data and cellular communication in the region.

NITGC

We continue to work closely with all of the NITGC members. The bulk of the work in the last month has been spent digitizing the hard copy plans that have been received from the member communities east of the Sault. We are currently digitizing the sewer and water infrastructure and after this is complete we will be ready to provide the members with a go live date and provide them with the tools necessary for their planning board.

Information Technology

The ITI Department responded to several small IT issues throughout member communities. We have also dealt with the installation and configuration of new hardware and software.

Web Mapping

Work continues on the re-development and deployment of a web mapping application. The server has been installed and configured and staff are now working on developing the mapping services that will be available to communities and the public.

Municipal Data Works

The Municipality has been working with Municipal Data Works (MDW) to implement, deploy and test their asset management solution locally on our servers. The purpose of the project is to see if this solution can not only be a great tool for our municipal asset management but also serve our full region.

With the hiring of the Asset Management Coordinator the IT Department has now been working closely with staff to analyse our current data and start formulating a plan to ensure that all important asset information is up to date in our system. MDW has been provided with a sample set of our data to be uploaded into the system so we can begin testing on the reporting functions. Although we still have large gaps that need to be filled we are putting the pieces in place to make this a successful project.

Web Design/Marketing

We continue to work closely with Community Services to produce tourism and marketing materials for events. We have been concentrating on the upcoming Drag Races and our social media platforms.

End of report.