



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Sharon Chambers
DATE: 13/04/2017
SUBJECT: CAO Activity Report – April 2017
ATTACHMENTS: none

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby accepts the Activity Report of the CAO for the month of April 2017 for information purposes

EXECUTIVE SUMMARY

The CAO provides periodic updates to Council on administration activities and the overall management of the Township.

DISCUSSION

1. Administration:
 - a. Human Resources:
 - i. New Fire Chief started work on April 3rd. HR conducted orientation training.
 - ii. Bi-weekly meetings of Human Resources Working Group in progress. Nearing completion of first section of policy manual.
 - iii. Participated in Countywide CEMC interviews.
2. Planning/Economic Development:
 - a. Two meetings were held to discuss the Township's process for development inquiries. The objective will be to ensure that all relevant parties are brought to the table to facilitate the process for prospective developers
 - b. CAO met with the EDO and Recreation Director and staff to discuss the Municipality's role in 2017 events. Some duties have been transferred to the Recreation Department with respect to ensuring event organizers are aware of the Township's requirements and timelines. A team has been established to work on the IPM booth. A further report will be brought forward on Township events in the near future.
 - c. CAO, Director of Public Works and Chief Building Official met with the County Planning Department regarding the request for an extension for Draft Plan Approval for the Wingham Creek (A2A) Subdivision. CAO met with BM Ross and Municipal Solicitor to obtain advice on the extension. The matter is addressed under a separate report by Planner, Laura Young.
 - d. Attended the Huron County Economic Development Breakfast in Clinton on March 27th.
 - e. Attended meetings with several prospective developers.
 - f. Attended a meeting on April 12th in Blyth with Regional Tourism Organization 4 (RTO4) and several Blyth stakeholders to discuss the redevelopment of Blyth as an Arts and Culture Tourism destination. RTO4 will be attending the April 18th Council meeting to make a presentation to council on the Initiative.

3. Other

- a. Met with the Director of Recreation, Director of Fire and Emergency Services and Program Supervisor to discuss the Legend Software update and implementation for the Emergency Services Training Centre.
- b. Municipal Night at Blyth Festival has be set for July 20th. Due to rising costs, Blyth Festival is requesting additional ticket sales above the complimentary tickets per municipality be set at \$30 per ticket.

FINANCIAL IMPACT

N/A


FUTURE CONSIDERATIONS

N/A

RELATIONSHIP TO STRATEGIC PLAN

GOAL # 1 Our community is attractive and welcoming to new businesses and Residents.

GOAL #2 Our residents are engaged and well informed.

A handwritten signature in black ink, appearing to read 'Sharon Chambers', is written over a light gray rectangular background.

Sharon Chambers, CAO