



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Richard Al, Clerk / Manager of IT
DATE: 02/10/2017
SUBJECT: Department Update
ATTACHMENTS:

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the October 2nd, 2017 Clerk's Department Update Report for information purposes.

EXECUTIVE SUMMARY

The Clerk provides periodic updates to Council on the activities of the Clerk's Department.

DISCUSSION

Administration

Legislative

The Huron County Clerks and Treasurers met on September 8 in Wroxeter. At the meeting, a working group was assembled to investigate the possibility a shared Integrity Commissioner to meet the requirements being introduced in the future as a part of Bill 68.

Election 2018

On September 8, after the Huron County Clerks and Treasurers meeting in Wroxeter, the Huron County Election Working Group met to discuss best practices and next steps in preparation for the 2018 Municipal Election.

Cemetery

Further to the ongoing discussions and investigations into cemetery operations and possible software solutions, a web demo has been scheduled for October 5 to review another cemetery software solution.

Information Technology

Legend Recreation Software

The Recreation Department launched the first phase of their online service portfolio with Legend Recreation Software on September 7. As can be anticipated with any major software migration such as this, there were some unexpected glitches however favourable feedback has been received and new functionality will continue to be added. From an IT perspective, adjustments to systems and interfaces will continue to be fine-tuned based on feedback received from the public and department users.

Miscellaneous

Various IT related items have been completed such as;

1. Various office moves have taken place requiring computers, phones and other equipment to be relocated.
2. Assisted Fire Department / ESTC employees with a website refresh.
3. Assisted Police Chief with various systems and connectivity changes.
4. Assisted Veolia with data collection from Scada systems for inspection/review.

Health and Safety

Ongoing Items

Work on the Risk Assessment / Job Hazard Analysis is ongoing and staff continue to perform monthly site inspections to identify any potential hazards in the workplace.

Material Safety Data Sheets

Staff met on September 14th to review the Township's database of material safety data sheets and updated binders are being assembled.

FINANCIAL IMPACT

No immediate financial impact at this time.

FUTURE CONSIDERATIONS

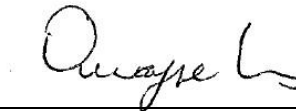
No future considerations at this time.

RELATIONSHIP TO STRATEGIC PLAN

Goal 4 – Our administration is fiscally responsible and strives for operational excellence.



Richard Al, Clerk / Manager of IT



Dwayne Evans, CAO