



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Richard Al, Clerk/Manager of IT
DATE: 06/11/2017
SUBJECT: Department Update
ATTACHMENTS:

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the November 6, 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

Appointment of a Marriage Officiant

At the July 17, 2017 Council Meeting, resolution M363/17 was passed directing the Clerk to amend By-law 10-2017 - A By-law to authorize Civil Marriage Solemnization Services, to include the appointment of Alice McDowell as a Marriage Officiant effective September 5, 2017. Due to the timing of Ms. McDowell's training program this appointment was delayed. Ms. McDowell has now completed the Marriage Officiant training program and By-law 97-2017 is included on the November 6, 2017 agenda to formalize the appointment.

Community Safety Zones

At the December 5, 2016 Council Meeting, resolution M638/16 was passed directing the Clerk to prepare the necessary amendments for Community Safety Zones in areas of North Huron as per Schedule "L" of By-law 39-2012. To properly apply the requested amendments, a by-law to establish speeds for community safety zones, By-law 98-2017 is included on the November 6, 2017 agenda. Once passed this by-law can be used to apply the reduction of speed from 40km/hr to 30km/hr across all designated community safety zones in North Huron. It is anticipated that a by-law to amend various schedules of By-law 39-2012 will be included on the November 20, 2017 agenda.

Information Technology

Legend Recreation Software

As we continue to expand the use of Legend Online Services, the ESTC has now been configured for access to Legend services for online course registrations as well as point of sale access. A new feature to the ESTC is the ability to process point of sale payments by debit or credit cards on site and online.

In addition, the Richard W. LeVan Airport has been configured with access to Legend for point of sale functionality. The primary use for this location is processing fuel sales and like the ESTC, the airport can now process payments by debit or credit cards onsite and online.

Miscellaneous

Various IT related items have been completed such as;

1. Modifications to email accounts and phones to accommodate staff changes
2. Updates to access system at Memorial Hall
3. Upgrades to Fire Department computer systems
4. Repurposing of computers to other departments

Emergency Management

Control Group Training

A training course to meet legislated Emergency Control Group training requirements, was delivered on October 23, 2017 by CEMC David Clarke. The course was a joint training hosted by North Huron at the Emergency Services Training Centre in Blyth with 8 attendees from ACW, 5 from Howick, and 13 from North Huron.

FINANCIAL IMPACT

No immediate financial impact at this time.

FUTURE CONSIDERATIONS

No future considerations at this time.

RELATIONSHIP TO STRATEGIC PLAN

Goal 3 - Our Community is Healthy and Safe

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



Richard Al, Clerk / Manager of IT



Dwayne Evans, CAO