



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Dwayne Evans, CAO
DATE: 03/04/2018
SUBJECT: CAO Activity Report 04-03-2018
ATTACHMENTS: [Click here to enter text.](#)

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby accepts the April 3rd Activity Report of the CAO for information purposes.

EXECUTIVE SUMMARY

The CAO is going to provide periodic updates to Council on matters within the Administration Department and the overall Operation of the Township.

DISCUSSION

1. **Director of Fire and Emergency Services:** As directed, the CAO continues with the recruitment of a Director of Fire and Emergency Services.
2. **Pay Equity/Market Review:** Gallagher McDowell and Associates was retained last fall to undertake a pay equity/market review. The CAO and Senior Management Team have been working with the consultant and her review team over the last few months. The consultant will be presenting her report at a Special Council meeting scheduled for Monday, April 30, 2018. The consultant has requested the report be received by Council in closed session because some positions are held by identifiable individuals.
3. **Blyth-Hullett Landfill:** Over the last few weeks the CAO has been working with the Director of Public Works and Central Huron's CAO regarding the acquisition of groundwater rights within the Blyth-Hullett Landfill site's 'Contamination Attenuation Zone'. Securing control of the groundwater rights within the 'Contamination Attenuation Zone' is a Ministry of Environment and Climate Change directive. Councillor Vodden is North Huron's representative on the negotiating committee.
4. **North Huron Daycare Centre:** On March 20, 2017 the CAO and the Manager of Childcare Services met with County representatives regarding funding of daycare services. It was a positive and productive meeting in that the County advised they may be able to assist with North Huron's childcare services deficit. In the coming weeks, the CAO and the Manager of Childcare will be reviewing and discussing governance, staffing and capital expenditures associated with daycare services and will be engaging the County in further discussions. On March 7, 2018 the CAO attended a childcare staff meeting to thank staff for their hard work, dedication and commitment to the children and families of this community. The CAO provided opening remarks, answered questions and encouraged staff to embrace and take advantage of formal and informal professional development opportunities.
5. **Economic Development Committee:** The CAO fulfills the role of Economic Development Officer and provides support to the Economic Development Committee. The Committee has been meeting monthly on a regular basis with the next meeting is scheduled for April 5, 2018 at the Belgrave Community Centre. In addition to supporting the Economic Development Committee,

the CAO successfully organized a meeting between two developers and several agencies and organizations regarding potential development. The CAO is also leading a development team for a proposed commercial development in North Huron. The details of the developments and discussions cannot be shared due to confidentiality.

6. **Human Resources:** Due to a resignation, the CAO and the Manager of Childcare Services completed the hiring process to fill a Full-time Early Childhood Educator vacancy. On March 19, 2018 the CAO and members of the Senior Management Team also attended a half day training session in Blyth on Bill 148. The session was a joint initiative of North Huron and Morris-Turnberry and included neighbouring municipalities. The CAO and Senior Management Team are also embarking upon of a review of the Township's Human Resource Policy Manual. Disparities, lack of clarity and new provincial legislation (Bill 148) has prompted this review.
7. **Asset Management:** Earlier this year, the province introduced new Asset Management regulations. The CAO and Director of Public Works attended a webinar to learn more about the new regulations. In the coming weeks, the Treasurer, the Director of Public Works and the CAO will develop a plan to address the new regulations. The plan will be presented to Council for consideration.
8. **Cross Border Agreement:** The Municipality of Morris-Turnberry has requested revisions to the Cross Border Agreement signed last May. The CAO and members of the Senior Management Team are in the process of reviewing the requested revisions. The CAO will be preparing and presenting a future report for Council's consideration.
9. **Community Events:** On Saturday, March 24, 2018, the CAO attended a fundraising hockey game and silent auction at the Blyth Arena between the North Huron Fire Department and the Huron OPP. The funds raised support Huron County Victim Services.
10. **Emergency Services Training Centre:** Over the last few weeks the CAO has been in discussions with the Deputy Chiefs regarding staffing for the Emergency Services Training Centre. Three options are being explored. One of the options requires additional information. The information has been requested however, not yet received. The options will be presented for consideration at an upcoming Council meeting.

FINANCIAL IMPACT

n/a

FUTURE CONSIDERATIONS

n/a

RELATIONSHIP TO STRATEGIC PLAN

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



Dwayne Evans, CAO