



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Dwayne Evans, CAO  
**DATE:** 07/05/2018  
**SUBJECT:** CAO Activity Report 07-05-2018  
**ATTACHMENTS:** [Click here to enter text.](#)

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receives the May 7th Activity Report of the CAO for information purposes.

### **EXECUTIVE SUMMARY**

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

### **DISCUSSION**

1. **North Huron Fire Chief:** In late April, the CAO facilitated Marty Bedard's transition into the role of North Huron's Fire Chief. Chief Bedard's appointment became effective May 1, 2018.
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. A summary of the report's findings and an implementation plan is presented in a separate staff report for Council's consideration.
3. **Blyth-Hullett Landfill:** Over the last month the CAO has been working with Central Huron's CAO and the Blyth-Hullett Landfill Board's negotiating committee to acquire groundwater rights from one of the property owners within the Blyth-Hullett Landfill site's 'Contamination Attenuation Zone'. Discussions with the property owner have been going well. In consultation with Central Huron's CAO, the CAO has called a follow up meeting of the Blyth-Hullett Landfill Board to provide an update on the negotiations and seek further direction.
4. **Economic Development Committee:** The Economic Development Committee continues to meet on a monthly basis. At the April 5, 2018 meeting, Murray Simpson was appointed as Chair of the Committee and Glen Manjin, Vice-Chair. The CAO continues to support the Economic Development Committee and will be working with the Chair and Vice-Chair in helping define the future direction of the committee.

As previously reported, the CAO leads the Township's development process. At the request of the developer for the Rutledge Subdivision, the CAO has organized a staff development team meeting to answer questions of the developer.

On April 13, 2018 and by invitation, the CAO and Reeve attended an Economic Development Workshop hosted by the County. The purpose of the workshop was to solicit input on the delivery economic development services.

5. **Human Resources:** Pat Newson, Director of Recreation and Facilities, tendered her resignation to accept a career advancement opportunity with another municipality. The Director of Recreation and Facilities and the CAO have developed an interim plan until a permanent replacement has been hired. In consultation with the Director of Recreation and Facilities, the CAO is also reviewing the Director of Recreation and Facilities position and the municipality's staffing needs for the recreation and facilities department. The CAO and the Senior Management Team are also investigating options for all staff to be trained on the revised 'Respect in the Workplace' policy which was recently approved by Council.
6. **Meetings and Community Events:** On April 19, 2018, the CAO attended a public information session in Blyth hosted by the CIBC. The purpose of the session was to hear the concerns of Blyth residents regarding the closure of the Blyth branch. The CAO also attended a fish fry hosted by the Wingham Firefighter Association. The event is held annually and was well attended. This event raises funds for Wingham's Canada Day fireworks. On April 20, 2018, the CAO, Clerk and members of Council attended the Huron County Municipal Officer's Association meeting. The meeting was also well attended and very informative.
7. **Arthur Street Project:** At the request of Morris-Turnberry, the CAO and Director of Public Works attended a meeting to discuss the Arthur Street Project. Storm water management was the topic of discussion. It appears storm water management has been resolved with minimal cost.

#### **FINANCIAL IMPACT**

n/a

#### **FUTURE CONSIDERATIONS**

n/a

#### **RELATIONSHIP TO STRATEGIC PLAN**

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



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Dwayne Evans, CAO