



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Richard Al, Clerk/Manager of IT
DATE: 22/05/2018
SUBJECT: Department Update – May 2018
ATTACHMENTS:

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the May 22, 2018 Department Update report of the Clerk/Manager of IT for information purposes.

EXECUTIVE SUMMARY

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

DISCUSSION

Administration

Election 2018

The Huron County Election Working Group met on May 9, 2018 during which a conference call with PIN letter provider Gilmore Doculink was held. The group discussed options for the layout of PIN letters which will be distributed to each elector later this year.

The Huron County Clerks and Treasurers' Association has scheduled a Candidate Information Session for Wednesday, June 27, 2018 at 7:00pm. The session will be held at the Libro Community Hall, 239 Bill Fleming Drive in Clinton and will cover a wide range of topics related to the municipal election.

Cemetery

Administration and Public Works staff met with local Funeral Directors to discuss cemetery operations and provide an update on cemetery related items. In addition, on May 11, 2018 Administration and Public Works staff attended a cemetery workshop presented by the Bereavement Authority of Ontario and hosted by the Town of Goderich.

Emergency Management

On May 11, 2018 the Emergency Management Program Committee consisting of the CAO, Clerk, Director of Public Works, Fire Chief, and County CEMC, met to review and update the Hazard Identification Risk Assessment (HIRA). A follow up meeting to complete the annual review has been scheduled for June.

Information Technology

Staff Setup

To support the Fire Prevention Officer's requirement to access Huron East items as well as the Fire Chief's requirement to access North Huron files and equipment, changes to systems have been made to enable the necessary access.

FINANCIAL IMPACT

No immediate financial impact.

FUTURE CONSIDERATIONS

No future considerations at this time.

RELATIONSHIP TO STRATEGIC PLAN

Goal #3 – Our community is Health and Safe

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



Richard AI, Clerk/Manager of IT



Dwayne Evans, CAO