



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Dwayne Evans, CAO
DATE: 13/08/2018
SUBJECT: CAO Activity Report
ATTACHMENTS: [Click here to enter text.](#)

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report of the CAO, dated August 13, 2018, regarding updates on matters with the Administration Department and the overall operation of the municipality.

EXECUTIVE SUMMARY

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

DISCUSSION

- 1. Blyth-Hullett Landfill:** The CAO continues to work with Central Huron's CAO regarding the acquisition of groundwater rights within the Blyth-Hullett Landfill site's 'Contamination Attenuation Zone'. A meeting of the Blyth-Hullett Landfill Board was held in July to update the Board on the status of the negotiations and seek further direction. Staff are proceeding with the direction provided. Reeve Vincent and Councillor Vodden are North Huron's representative on the Blyth-Hullett Landfill Board.
- 2. Economic Development:** The CAO continues to support the Economic Development Committee. The Committee is discussing hosting an all candidate's meeting for the upcoming municipal election. The Committee also continues to work on a Community Improvement Plan for Council's consideration and at the August meeting, the Committee received a presentation from Denise Lockie, Recreation Department, regarding a promotion/marketing strategy. With respect to site specific developments, the CAO has been working with the Township's Development Team (comprised of staff) to review and provide comments on recent drawings for the Rutledge Subdivision. The CAO also continues to advance a pending commercial development. The CAO has recently starting working with another developer on a proposal which has potential.
- 3. Human Resources:** The Director of Recreation and Community Services position and the Administrative Assistant position for the Recreation Department were posted. Applications have been received. An interview panel comprised of the CAO, the Acting Director of Recreation and Facilities and an external recreation expert has been established for the hiring of the Director Recreation and Community Services position. The Acting Director of Recreation and Facilities and the Programming Supervisor will be undertaking the hiring process for the Administrative Assistant position. The outcome of both processes will be shared with Council in closed session at the September 4, 2018 Council meeting.
- 4. Clerk:** As Council is aware, the CAO has taken on the Clerk responsibilities. This includes providing direction and reviewing agendas, minutes and by-laws. Kerri Ann O'Rourke has assumed the lead role for the municipal election and has recently been tasked with the

preparation of the policing brief that needs to be submitted to OCOP to facilitate the transition to OPP.

5. **Administration:** Staff continue the practice of preparing and distributing a document after each Council meeting which highlights Council's decisions and directions. The document is distributed to local media after each Council meeting.
6. **Belgrave Community Centre:** The Reeve, CAO and Director of Public Works recently met with an adjacent property owner to discuss exposure of the Belgrave Community Centre foundation. Discussions are ongoing.
7. **Emergency Services Training Centre and Public Works Buildings:** As authorized by Council, a notice was published advising the Emergency Services Training Centre, the Blyth Public Works property and the East Wawanosh Public Works have been declared surplus. The CAO has been fielding inquiries and answering questions regarding the properties. Offers of purchase and interest to purchase are being received until noon on Wednesday, August 22, 2018. Submissions received will be shared with Council in closed session at the September 4, 2018 meeting.
8. **Belgrave Resident Water Connection:** The CAO, Director of North Huron's Public Works, the Director of Morris-Turnberry's Public Works and Morris-Turnberry's Administrator Clerk-Treasurer recently met to discuss a request from a North Huron resident in Belgrave who expressed an interest to connect to the Belgrave Water System. There is a report and a by-law on this agenda for Council's consideration.
9. **Fire Services Agreements:** The fire service agreements with Morris-Turnberry and Central Huron expire at the end of this year. The fire service agreement with Ashfield-Colborne-Wawanosh expires at the end of next year. The CAO and Fire Chief are working on renewal options. A staff report will be presented to Council in closed session in September regarding the renewal of these agreements.
10. **Leadership Global Summit:** The CAO and Councillor Ritesma-Teeninga attended a Leadership Global Summit on August 9 and 10th, 2018 in Waterloo. The Summit is held in Chicago and broadcast worldwide. Waterloo was one of the broadcast locations for this year's summit. The Summit was well attended and provided the CAO many great ideas and thoughts regarding leadership.

FINANCIAL IMPACT

N/A

FUTURE CONSIDERATIONS

N/A

RELATIONSHIP TO STRATEGIC PLAN

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



Dwayne Evans, CAO