



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Clerk Kathy Adams
DATE: 04/04/2016
SUBJECT: Department Update
ATTACHMENTS: Building Department Report 2015

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the Clerk's April 4, 2016 Department Report for information purposes.

EXECUTIVE SUMMARY

This report is to keep the Council of the Township of North Huron informed of the operations of the Clerk's Department.

DISCUSSION

1. Administration

Processing planning applications.

Implementation of new components of payroll software program ongoing.

Preparation of agendas and minutes in eSCRIBE for meetings and posting on website.

Postings for summer student positions and maternity leave position at Child Care Centre.

Staff attended a Freedom of Information training course sponsored by the Counties of Huron and Perth on March 30, 2016.

Surplus properties as identified by Council listed with local real estate agents.

2. Building/Property Standards/By-law Enforcement

Six permits issued for the month of March 2016.

Permit fees total \$6,070.25 with a permit value of \$588,000.

Two incidents of building without a permit have been investigated and found valid.

The Chief Building Official's Building Department Report for 2015 is attached. Changes have been made to the report addressing Council's concerns from the March 7, 2016 Council Meeting.

3. Child Care Services

General

The Centre has a maternity leaving coming up in April. We will need to advertise and fill the one year maternity leave position.

There is a new round of potential Regulatory Changes being proposed. We have prepared a response as a group from the County Providers.

There is a wide spread concern for these proposed changes as they will have significant impact. The Registered Early Childhood Educators have voiced their concerns.

Council is encouraged to make the Ministry of Education aware of any concerns they may have.

Day Care

We are operating with 6/10 infants, 20/25toddlers and 32/32 preschoolers. The day care is full to capacity for April. We are therefore moving a second group of preschool children up to the Early Learning location at Sacred Heart.

Early Learning Site

We are adding the second group of eight children to this site beginning the first week in April. We will have a steady group of 16 at this location until the end of June.

Before and After Maitland River

We have a number of children with challenging needs at this group. We have recently had to request funding from the County for a Teacher assistant. We are working with children who are also struggling in school.

Before and After Sacred Heart

The Before and After attendance at the Sacred Heart Before & After remains constant.

4. Health & Safety

Continuing to complete monthly inspections of municipal facilities.

5. Information Technology

Ongoing research into available online recreation software.

Ongoing work on cost allocation issues with new payroll package.

Investigated police/fire radio equipment configuration at standpipe.

Configuration of daycare equipment for an additional HiMama installation.

Upgrades to floor watch computers at Wingham and Blyth fire halls.

Various day to day items including replacement of copier at Complex as a temporary solution, website updates, addressing increased spam issues.

FINANCIAL IMPACT

None of the items in this report have a direct financial impact on the budget.

FUTURE CONSIDERATIONS

No items for future consideration.

RELATIONSHIP TO STRATEGIC PLAN

The Clerk's Department is fiscally responsible and strives for operational excellence.