



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Sharon Chambers
DATE: 30/03/2016
SUBJECT: Administration Activity Report
ATTACHMENTS: N/A

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby accepts the March 30th report of the CAO pertaining to administration activities

EXECUTIVE SUMMARY

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

DISCUSSION

1. Shared Services Project Update:

- a. **Shared Services Agreement:** CAO Chambers and CAO Michie met with Morris Turnberry Solicitor Joan Krantz to review a first draft of a shared services agreement. Following review and comment by the North Huron Solicitor, the document will be presented to the Shared Services Steering Committee for comment before being presented to both Councils for final approval.
- b. **Joint Staff Meeting:** A joint staff meeting has been scheduled for April 5th to provide an update on activities to date. Individual staff meetings with the CAOs will follow to discuss job descriptions and employment contracts.
- c. **Implementation Team:** Letters have been distributed to staff who have been asked to be on the Implementation Team advising them of their appointment and requesting attendance at the first meeting on April 7th.
- d. **Director of Public Works Hire:** The hiring process is ongoing. An update will be provided to Council in the closed session.

2. **Employee Benefits:** CAO Chambers has been asked to participate in a working group to review and discuss potential options for risk sharing and alignment of harmonized plans within the Group Benefits Consortium. The Huron Lower Tier harmonized plan was implemented in January 2013 while the Perth/St Marys plan was implemented in January 2014. Currently these plan designs are very similar; however, there are minor differences which the groups may consider aligning. The goal of the working group is to review options and to develop a recommendation for consideration by the Consortium.

3. **Budget:** Senior Staff are working to do a final review of the budget to see if there are areas where expenditures could be cut to reduce the tax rate increase.

FINANCIAL IMPACT

N/A

FUTURE CONSIDERATIONS

N/A

RELATIONSHIP TO STRATEGIC PLAN

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

Enter your name, enter your role

Sharon Chambers, CAO