

Request for Decision United Townships of Head, Clara & Maria Council

Type of Decision									
Meeting Date	Friday, February 21, 2014				Report Date	Tuesday, December-17-13			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	X	Information Only			Type of Meeting	X	Open		Closed
Clerk's - Report #21/02/14/801									

Subject:

1. Final touches on hall renovations: new paper towel dispensers have been purchased for the washrooms, antiseptic hand wash stations have been re-installed, the furnace closet has been enclosed, the “boiler” has been transferred, oil tanks were removed by the contractors as part of their costs, painting of the “old” section has been completed, the drinking water osmosis system has been replaced in the bar, phone has been reinstalled, door strips have been placed to stop gaps...
2. I have made arrangements to have the coffee maker repaired – it was experiencing problems during the CWL Christmas Party which apparently were caused by a faulty thermostat. We have received a new thermostat which we need to install.
3. We have received 4 laptops from the County. Councillor Grills does not believe that they are worth spending money to install software on them. We will attempt to use versions of software we have as back-ups or determine if the library has a use for them. Some time has been spent on them, operating systems and word programs have been installed. We still need to trouble shoot connectivity.
4. Richard McCallum has followed up with a petition to Bell and has received the message which we are now so used to hearing...that the costs are not worth the number of users at the end. Due to our low population Bell cannot make a defensible business case. We will continue to look out for grant funding for extensions of broad band to remote areas which may be applied to our area.
5. Based on advice received from the municipal solicitor the municipality did not continue with its agreement with Azgard for the Solar FIT program. The solicitor felt that there were too many unknowns and no time to satisfy many concerns. Without support of the solicitor, as per Council resolution, staff had no authority to proceed with the agreement. All parties were advised promptly.
6. Laurel and Carl Lentz have requested use of the hall on Saturday, February 22, 2014 from 6 – 10. As Council has waived hall rental on this event in the past; can I assume there will be no charge?

WHEREAS Council sees the value in encouraging increased useage of the newly renovated community centre;

AND WHEREAS it has granted free use of the hall for this same event twice in 2013 as it is free of charge and open to all residents;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to waive the fee for hall rental for the February 22 Gospel Sing.

7. We have been notified that the County routinely has surplus ambulance vehicles to dispose of and wishes to offer them to County municipalities prior to going elsewhere. This might be something to consider for any future projects/needs? Staff did not recognize a current need.
8. Canada Day Grant application has been completed prior to January's deadline. The committee is set to meet on Thursday, February 27, 2014 at the municipal offices so staff may attend and act as secretary and treasurer.
9. The heli-pad maintenance agreement has finally arrived and needs to be reviewed prior to signing; should be completed by date of this meeting.
10. Jp2g has been officially notified of termination of contract duties for waste management with Cambium taking over the first weeks of January. Both engineers have been in contact sharing information required to complete the necessary reports due this spring.
11. Elections information has been prepared, ads placed and documents ready to begin to accept nominations for October's election. Additional information will be provided as the date comes closer. A new "elections" section will be included in all newsletters this year with information for candidates and voters alike.
12. Freedom of Information reports as required by the Office of the Information and Privacy Commissioner have been completed. There were two requests for information, both for land history surrounding the cell tower sites.
13. The letter supporting the extension of the MNR Algonquin Park leases was submitted in December as per Council request.
14. Library Board request for hall dates.
 - a. Valentine Craft - No Sew Pillow - Feb 12 2014 - Hall needed
 - b. April Card Party - April 14 2014 - Hall needed
 - c. Easter Card Craft- April 9 2014 - In library unless numbers are greater than 10
 - d. May Madness - May 10 2014 - Hall needed
 - e. Photo Book - Sept. 10 2014
 - f. Fall Card Party - October 9 2014 – Hall needed.

WHEREAS promotion of literacy and community gathering has been a goal of the Head, Clara & Maria Public Library over the past years;

AND WHEREAS in the past Council has supported these events through free use of the hall facilities for events, fundraisers and craft sessions;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby support the Library Board in their efforts by allowing use of the hall facilities for no charge.

15. Various organizations have been contacted to provide articles for our May Madness Emergency Management and Fire Safety display. We are in the receipt of \$100 from Bill Riley and MIS Insurance, our insurance provider; thank you Bill and MIS.

16. Summer Student Employment application has been received and has been reviewed for criteria and application. The focus on businesses involved in science, technology, engineering or digital and tourism disqualifies HCM from applying for the 2014 year.
17. The latest HRSDC Enabling Accessibility in Workplaces funding opportunity was reviewed. The focus on projects that improve accessibility in the workplace disqualifies HCM's application.
18. A date is being confirmed for a Joint Council meeting in late March; any items for inclusion please let me know. Should be the 25th or 27th. I should be in a position to confirm by the date of this meeting. Currently we will host Chris Cuthbert of the MNR Fire in Haliburton and Gary Simms of the DRDH.
19. Wayne Hasler of High Road stopped by on January 28 to see how things were going. I explained that we at the municipal office have not heard any complaints through residents or Council members. That we had circulated their contact numbers as promised.
20. The final report for the New Horizon for Seniors Program Kitchen expansion has been completed and submitted.
21. We have received notice from the New Horizon for Seniors Program flooring application denying our application.
22. The agreement for the Small, Rural and Northern Municipality Fund – Capacity Funding has been signed and submitted.
23. The final reports for federal government's Continuous Infrastructure Improvement Fund have been completed and submitted.
24. Letters to Jp2g and Morris/Theumen expressing dissatisfaction with work completed and requesting partial refunds have been completed.
25. The letter to the OPP requesting a communications protocol has been forwarded.
26. The annual Accessibility Report has been completed.
27. A special elections newsletter and the regular January newsletter have been prepared and distributed.
28. A schedule for regular employee meetings has been set for the year; meetings have commenced.
29. This report includes a list of mandatory training sessions for the Council approved Executive Diploma in Municipal Management which the Clerk is to attend for 2014 and 2015.
30. Does Council see the benefit in hosting a "Safe Food Handling" Course? Staff from the County Health Unit will come and put one on. We can have a full day course complete with exam and 5 year certificate. Or, they could hold a half day "refresher" type course which would not earn any certification? They prefer to hold the event for a minimum of 10 people. I do not believe there is a charge for the training however; there is a cost of approximately \$10 per manual. Does Council see the value of paying for this or charging users?

WHEREAS Council sees the benefits in having regular hall users trained in safe food handling practises:

AND WHEREAS the County District Health Unit will hold a course at our venue if there are enough participants;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby agree to host a Safe Food Handling training to be arranged by staff;

AND FURTHER THAT \$100 is allocated to offset costs to attendees.

31. It is time to begin thoughts on curbing the growing goose population and/or inhibit the effects of their behaviour on our municipal park.
32. Arrangements are being made to open a group RRSP for employees as per the 2014 budget.

Approved and Recommended by the Clerk

Melinda Reith,
Municipal Clerk