

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

Type of Decision									
Meeting Date	Friday, January 9, 2015				Report Date	Monday, January 5, 2015			
Decision Required		Yes	x	No	Priority	X	High		Low
Direction		Information Only		x	Type of Meeting	X	Open		Closed
<b>Clerk's - Report #09/01/15/801</b>									

**Subject:**

1. Time since last meeting has largely been spent on vacation and holidays. A considerable amount of Time for Time had been accumulated by office staff and has now been used due in part to having the office closed on the 24<sup>th</sup>, 31<sup>st</sup> and 2<sup>nd</sup>. Additionally time has been spent on:
  - a. Meet and greet has been organized.
  - b. Ongoing assistance to the Recreation committee and liquor license process.
  - c. Bissett Creek disposal site expansion application.
  - d. Website updates – budget process, supporting documents and asset management plan.
  - e. Finalizing grant applications and reporting requirements for – Small, Rural, Northern, Municipal Infrastructure Fund and the Ontario Community Infrastructure Fund.
2. New Councillor Training scheduled for January 15 with Laurentian Hills and Deep River council and administration invited. Mike Galloway, CAO of Niagara-on-the-Lake will be presenting on contract with AMCTO. Lunch and refreshments will be provided. Mike plans to begin at 9:00 a.m. or 09:00h. and end by 2:00 p.m. or 14:00h. I have confirmation of all members of Laurentian Hills Council and 2 staff and to date 3 Deep River Council members and 1 staff.
3. New Year's Eve event was a wonderful success. Profits not significant as ticket prices are low; committee will look to increases for New Year's Eve 2016. Final accounting not yet completed.
4. The Wild Game Event has had to be cancelled due to lack of food supply on short notice.
5. Hot water/heater problems occurring on New Year's Eve have been resolved. A part had worn and has been replaced.
6. Staff have learned of some lack of communication concerning the operations of the North Renfrew Family Services and the involvement of Head, Clara & Maria residents and Council. Regular updates were to have been provided through our committee representative but were not received. We are inviting Kelly Hawley to come to Council and provide an update on services, requirements of Council etc. which we have not received in the past hoping to begin this New Year with improved relations with outside committees and organizations.
7. A reminder that a Google calendar has been created for Council and the public. Different aspects are available for different subscribers but at the minimum people can read the meeting schedules, recreation events and disposal site, garbage collection and recycling dates. It can be located at

<https://www.google.com/calendar/embed?src=headclaramaria%40gmail.com&ctz=America/Toronto> or <https://www.google.com/calendar/feeds/headclaramaria%40gmail.com/public/basic>. If you would like additional information or be able to add your own information you would need to obtain a gmail account and request to share the calendar. You would then be able to see additional information and/or edit some components. Meetings and notices will be posted on here and we hope to eventually get this calendar input on our webpage.

8. Plans will be made for a 360 review of the Clerk's performance for 2014 as there were challenges with the previous methods used and not all Council members have returned. The Clerk will also complete a performance appraisal for all staff before the end of February.
9. North Renfrew Family Health Team is no longer able to accept new patients. Anyone looking for a family doctor is encouraged to call Health Care Connect, 1-800-445-1822.
10. Building of the cell tower on Brent Road has started. We have approved the removal of a row of trees along the Brent Road on our property to install the necessary hydro lines. This is all at Bell's cost. Instead of entering a business we are not familiar with; and avoiding costly errors as apparently occurred some years back staff have authorized Tom Clouthier to remove the salvageable logs and to clear a section for his equipment to safely remove them without having to use Brent Road.
11. The meat slicer which we had donated to us requires parts costing approximately \$100. Bob Grills has looked at the machine and has sourced a part. It will be ordered and Bob has volunteered to replace it.
12. Staff have approved a request to establish a geocache near Old Mackey Park. I have asked for additional information about their program and will add it to our website. This is the information received to date along with a map.

"So people make an account on [www.geocaching.com](http://www.geocaching.com) website, which is free, then you choose a cache to find anywhere in the world. The website gives the exact GPS coordinates, which you enter into your GPS. The you go find it. The 'caches' are usually some sort of small container that is hidden from easy view. When you open it, you sign a logbook and take a small prize in exchange for something else (optional). The real fun is in the hunt, and seeing some location of some sort that you probably wouldn't have ever gone to.

The geocaching community likes to ensure that there is permission for the cache to be on the property, wherever it is. So if we are OK to post the location of the cache, people will visit the area, and the scouts will be happy."

13. Staff have met with a representative of Christie Walther Communications about improving radio or cell service for staff and emergency use within the municipality. To date it appears cost prohibitive but additional information will come to council once received.
14. Councillor Grills brought an error in Council compensation to our attention. Staff miscommunication resulted in attending Council members being paid a normal council meeting rate of \$112.03 for the special meeting of December 19, 2014 instead of the applicable "other" meeting rate of \$31.99. In order to correct this Noella will pay those affected only \$31.99 for the first meeting they attend in 2015 avoiding having to return funds, backdate entries etc. With total amounts of compensation so small, annual remittances will not be affected to any degree. This is the simplest solution. We apologize for the error.