

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

Type of Decision									
Meeting Date	Friday, January 30, 2015				Report Date	Monday, January 26, 2015			
Decision Required		Yes	x	No	Priority	X	High		Low
Direction		Information Only		x	Type of Meeting	X	Open		Closed
<h2>Clerk's - Report #30/01/15/801</h2>									

**Subject:**

1. Time since last meeting has largely been spent on the following:
  - a. Follow up from meeting;
  - b. Canada Day funding application;
  - c. Training;
  - d. Water problems;
  - e. Community Fire Safety Officer letters;
  - f. Rescheduling Meet and Greet;
  - g. Finalize the Continuous Improvement Fund final report for Stewardship Ontario and our \$5,000 grant for Blue Box Promotion and Education;
2. Student volunteer efforts have been utilized to address and stuff letters mailed to each ratepayer/property owner inviting a home inspection for Fire safety as part of our annual compliance.
3. Steps are being taken to create procedures for the management of the community centre once a permanent liquor license is obtained. The recreation committee has reviewed some components (fee schedule) which will soon be brought to Council for decision.
4. Water issues – the cylindrical filter should not be removed by anyone other than trained staff. Opening it usually results in contaminating it. Once contaminated the system will not work and a service call is required. Training will take place on February 4 to learn how to properly replace the filter and clean the cylinder.
5. Set date for Clerk's PA discussion (with staff)?

**After Printed for Packages**

6. Cuff Video Series – have received a two month extension – we need to schedule sessions.
7. Trail Side Café Saturday's in February – spread the word.
8. Gayle had a discussion with a representative from Xplornet who attempted to assist in determining why our service is sometimes slow. It has been determined that most days our service is relatively normal and only some days (usually library patrons) do we reach a

maximum useage where we are then slowed down for 24 hours. In discussing options it was determined that there are no packages similar to what we have now for the price we are paying. To increase speed long term, we would have to consider purchasing an additional modem and package. The package prices are nowhere near as competitive as the one we have now.

9. Volunteers have fixed the meat slicer switch and the coffee maker– thank you.
10. While searching for receipts for Noella I came across a letter requesting additional information with a deadline of early December from AGCO for the liquor license application. The letter was filed but not acted upon. AGCO has been contacted and will still accept the requested information with no additional costs as soon as it can be provided.
11. Our Tire Stewardship registration is almost complete. Tires will be removed in the next week or so. We will soon be in a position to accept tires under the reimbursement program where we will actually be paid for tires received.
12. Date for a public meeting to discuss the Council/Municipal Report Card. Perhaps coordinated with a public review of the municipal strategic plan?
13. Can we offer municipal fleece sweaters in the office for sale? They have been purchased as marketing tools using the “promotions” budget for 2014 and have HCMs logo stitched on. The purpose was to have product available for when we receive requests from the County and County associations for donations of prizes for golf tournaments etc. They would also be used as door prizes for local community events. They could be sold at a slight profit in the office as well.
14. The accounting workbook for New Year’s Eve shows that WITHOUT using our reserve from last year or Council’s promised funding of \$500 there is a profit of \$308.76. Thank you to all who volunteered, were voluntold and/or came out to support HCM and celebrate with their friends, families and neighbours.