

Type of Decision									
Meeting Date	Friday, February 17, 2012				Report Date	Wednesday, February 15, 2012			
Decision Required		Yes	X	No	Priority	X	High		Low
Direction Only		Information Only		x	Type of Meeting	X	Open		Closed

REPORT TITLE
Clerk's Report - For Information Only 09/03/12/801

1. I received a call from MTO confirming that there will be a project this summer to repave between Bissett Creek and Stonecliffe. They have also confirmed that they will work on the culvert at Deux Rivieres Creek as well as drainage improvements along the top of the hill by Dunlop Crescent. They will be installing curbing along the hill with a catch basin and culvert running under the Miller's driveway. I have also asked whether or not the curb will run past the top portion of Dunlop Crescent to address Mr. Baril's concerns.
2. Can we consider having students come in to fulfill their requirement for "community volunteering"? Mandatory 40 hours over course of high school. It was thought that in conjunction with the library we could provide light office work including shredding, filing and helping with archiving.
3. The Canada Summer Jobs program has been applied for. The Clerk has received a response from them on March 6, 2012 requesting an amendment to length of term and number of hours per week. Daniel is to adjust our application to a maximum of 7 weeks at 30 hours a week. Decisions will be made in April and we will be notified in early May.
4. We have received notification from RealTax that we have been successful in obtaining the two Payment Out of Court awards created when tax sale proceeds were paid into the court due to the inability to locate the previous property tax owners or heirs. The judge is satisfied that all steps have been taken and the proceeds will be sent. The total of the two is \$4,964.66 less RealTax fees. We have not yet received their invoice.
5. Noella is planning to attend the Renfrew County Clerk's and Treasurer's meeting on the 23rd as well as the County Tax Policy Working Group on the 27th.
6. Can we set a date for a public meeting for Waste Management By-law Q&A? Due to recent demands (such as 5 meetings in February instead of 2) the Clerk has not been able to complete the Waste Management roll out. Roll out of the new by-law will have to begin instead in May 12, 2012 with fees becoming collectable in June instead of April.
7. Vesey Bulb catalogues were to be included with the Newsletters. My apologies, they were forgotten, please spread the word – they are available at Yates, bulletin boards, the office, Deux Rivieres and the library.
8. Council needs to determine who, how and when the Clerk's Performance Appraisal is to be reviewed. The 360 has been completed and received. As this is an employee performance evaluation, the session is to be closed to the public. Should this process include all of Council or would you like to form a smaller group and plan this process outside of normal meeting times?

9. FYI – the benefits with updated limits and coverage has been reduced from \$1,043 per month to \$740 for annual savings of \$3,300. The new rates will be set sometime in April but are normally just inflationary, sometimes less.