

Type of Decision									
Meeting Date	Friday, September 7, 2012				Report Date	Tuesday, August-28-12			
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 07/09/12/801

1. Insurance has been renewed for another year with MIS out of North Bay. There has been no increase in premium aside for a corresponding increase in asset value.
2. We have extended our contract with our auditor for an additional 2 years – Welch LLP and Peter Harrington out of Pembroke as per our current by-law and agreement. A confirmation by-law has been included in this package.
3. Notices have been created and advertised for the change of meeting dates for October and the Public Meeting on September 22.
4. On Wednesday, August 29, 2012 I listened to an Ontario Good Roads Association webinar about recent court decisions and the Minimum Maintenance Standards. The main points pertinent to our municipality are:
 - a. Monitor weather reports and patrol regularly during inclement weather.
 - b. Prioritize roads by traffic volume.
 - c. Have written guidelines for operations including priority routes and material mixtures (sand/salt).
 - d. Keep accurate and detailed records to document patrolling and operations.
5. Staff will work with contractors to ensure that we are keeping detailed records to be utilized in the event of incident to reduce municipal liability. A new simplified draft for sanding/plowing has been created for use.
6. It is likely that employee training and education costs will be over budget for 2012. I have a draft proposal for increased funding for this important budget item for 2013 but based on changing legislation affecting grant eligibility in relation to Asset Management Plans and court decisions concerning municipal liability in areas of winter road maintenance, I have made the decision to send employees to additional training in September and October.

Noella will attend training on the new legislated requirements for successful grant applications and Asset Management Plans in October. Terry will attend the Association of Ontario Road Supervisors Snow School in Ottawa in September.

7. FYI - We have had an incident in the municipal office where a seasonal resident came in and demanded extra bag tags because they like to put two bags a week out to avoid animals. The resident used a threatening tone and vocabulary. A letter has been sent to that individual explaining that this type of verbal abuse will not be tolerated and further explaining the waste management by-law. This person was also requested to come into the office to speak with me if they so choose (I was away at the time) and of course to contact their members of Council to express their dissatisfaction.