

Type of Decision									
Meeting Date	Friday, June 19, 2009				Report Date	Tuesday, June 16, 2009			
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 19/06/09/001

- No update from Mike Nolan or ORNGE air.
- Have completed the creation of a hiring policy, interview and testing process to ensure that any hiring decision remains objective, open and transparent. Trainee position has been advertised. Are looking at economical alternatives to modify the front office to provide a second workstation to be used by the trainee initially and then by Gayle/Bob/Terry after Ruth's retirement.
- Ruth attended teleconference with Philippe from EMO on Tuesday concerning the Mattawa Diesel Spill. EMO thought the incident was handled well.
- Met with representative from KapData software company concerning new accounting software – hope to be able to receive funding from Eastern Ontario Development Program to offset some of the costs.
- Have initiated contact with all area businesses in an attempt to collect updated information to be used in our brochure and to update our webpage. Again, there is potential for obtaining some funding from EODP to offset costs.
- Have contacted area businesses to request information about merchandise they might have for our purchase to donate to the Physician Recruitment basket.
- Have been working on updating job descriptions to make them more effective.
- Have had a request from Disposal Site Attendant to provide a toilet at the disposal sites? Does Council wish to consider this?
- Have contacted Swisha with question about contributions to Joint committees.
- Have sent an email to Ed Shulz of Jp2g enquiring about start of garage roof replacement.
- Have completed process for records retention by-law will begin project once hiring is completed.

Additions

- No news on Enabling Accessibility Fund still processing.
- OPG will be closing the bridges at Deux Rivières as they are unsafe. Will discuss with Zec etc. OPGs expectations before bridges are re-opened and a new agreement entered into.
- Ed Shulz – reply has finalized specs, will invite contractors soon.