

Type of Decision									
Meeting Date	Friday, March 23, 2012				Report Date	Thursday, March 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 23/03/12/801

1. I followed up with MTO and made a request to have successful construction company contact us for employees. I will follow up on the tender process and Mr. Belanger of the MTO has agreed to contact me with that information once determined. I can then contact them for their requirements and advertise positions locally.
2. I have signed a "permission to enter" waiver for the MTO so that they can work along Dunlop Crescent to correct the run off problem along the highway and into the Millers' driveway.
3. I am having challenges with the internet access to apply for the Ontario Summer Jobs program. After registering an id and pin are to be sent for access. We have been registered but have not yet received access. The deadline is Friday afternoon. Hopefully access will be provided Wednesday. Emails have been sent daily requesting access.
4. I have spoken with Bob Labre – he is not qualified to perform an inspection of the office/hall/library building, his job is to ensure that current work is constructed to standard. To determine the structural integrity of an existing and aging building would require the services of an engineer. Bob will look the building over for any obvious signs of distress however; his would not be a binding opinion.
5. Bob has also spoken about an increase in calls relating to building this summer. He has spoken with property owners concerning two new home builds; one major renovation; and two or more cottages/camps for this summer.
6. Roads update.
 - a. Terry has explained that he has spoken with Dave Darch and it is Dave's opinion that the decision to download the bridges and culverts will not pass through County. Considering the number of letters to Mr. Darch and cc'd to this municipality that would seem to be a foregone conclusion. Time will tell.
 - b. On another related issue; Dunlop Crescent has two larger culverts that we are responsible for that need repair. Priority will be given to this situation and work will begin as soon as possible. This work has been budgeted for.
 - c. Request for 6 weeks assistant for roads to help with tree clean up due to early winter storm damage and to complete grading. Advertising for this position will occur immediately.
 - i. Funds have been budgeted; someone will be hired to work a full 5 day work week from early April (9th or 16th to be determined) through May.
 - ii. After that, Bill will be available to work with Terry as needed Wednesday and Fridays for the summer and fall.
 - iii. Summer students will be hired to work with Terry during the summer months – hopefully at 5 days a week for 8 hours depending on what we are approved for.

- d. Harvey Creek Road will need some work this summer. We know that this problem has been progressing and it is felt that it requires attention this year.
 - i. Funds set aside from the special roads grant in 2009 totaling \$20,929 will be used to address this issue.
 - ii. Guard rails are now sinking; the bank needs to be reinforced.
 - iii. Staff have determined that OPG owns property on both sides of the road. Options are limited.

7. Bruce Howarth of the County Planning Department has contacted me with a reminder of comments of council concerning the new Official Plan amendments. I had explained to him that the main concerns of the Municipality would be similar as other rural municipalities in that the all-encompassing requirements of the provincial policy statement (with which the OP must comply) created to control urban sprawl are having adverse effects on rural properties. The example I used was where severances on private roads, not leading to waterfront, are not permitted without applying for specific exemptions. It is felt that this option should be allowed in small rural municipalities like ours where residents are responsible for their own services including roads, water and sewer. Does Council have any other concerns that they would like to see addressed?

8. Hank Van der Horn has made a request to be allowed to cut a number of poplar trees from along the Plain's Camp Road off Jennings Road. His purpose is to remove the trees closest to the road to allow for snow to be moved further off the road during the winter months. His hope is to do some light maintenance but the main purpose is to provide for snow banks.
 - a. The road is classified as "minimal maintenance only" similar to Buckshot and Adelard however it is a municipal road. In the past we have allowed various individuals to work on these minimally maintained roads. There is some concern with liability with private residents working on municipal roads.

 - b. We have precedent in that residents are plowing Adelard Road, a low maintenance municipal road. The challenge is the removal of the trees. Staff feel that this project should be completed by staff and it has been confirmed that removing some trees was a part of the special spring work project due to heavy snows late last fall.

 - c. Does Council recommend having our roads staff clear the trees extra trees as requested by Mr. Van der horn? And then allow Mr. Van der Horn to widen the road on his own? Will any work have to be up to the standards that were created to be met prior to the municipality assuming the road? The policy states that in order for private individuals to work on municipal roads, they must provide proof that they have hired qualified individuals to do so.

 - d. The entire policy may be located at <http://www.townshipsofheadclaramaria.ca/By-laws/Road%20Minimum%20Standards%20Policy%20Mar-7-08%20app%20A%20to%20by-law%202008-06.pdf>.