

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

Type of Decision									
Meeting Date	Friday, March 24, 2017				Report Date	March 16, 2017			
Decision Required		Yes	x	No	Priority	X	High		Low
Direction		Information Only		x	Type of Meeting	X	Open		Closed
<h2>Clerk's - Report #24/03/17/801</h2>									

**Subject:**

1. Time since the last meeting has largely been spent:
  - a. Homecoming planning;
  - b. Coordinating Planning for Non-Planners training;
  - c. Budget process;
  - d. Fire Marshal interviews;
  - e. Addition planning.
  
2. Grant updates include:
  - a. New Horizons for Seniors program was successful – seniors/intergenerational programming to begin after March 31, 2017.
  
3. Grant applications submitted but awaiting notice:
  - a. Canada Summer Jobs Program – summer student to assist with Canada 150 events and recreation.
  - b. Ontario Summer Experience Program – summer student to assist Library Board with archiving and history project
  - c. Ontario Seniors Program – application submitted.
  
4. We had an incident with an individual who wished to bid on the grading contract but did not see the ad until March 16; called to speak with staff at 11:30 on March 17 where he was told that the closing date and time was March 17, 2017 at 12:00h. He argued that the ad allowed that the mail had to be post marked by March 17, 2017. The ad might be interpreted in that manner but 4 others understood and ensured that their bids were at the office before 12:00h.

The ad is nothing but a notice that a tender is available. The tender documents provide the details. The first page of the tender documents specify submission details.

It has been noted that in future, ads could be more specific and we will strive to do so. The details were missed in the ad; but were included in the tender docs.

5. The contract has been awarded to Randy Stewart for \$100/hour. We received 3 bids, had one other interested individual call Friday morning to inform us that although they had received a package, they were not going to bid.
6. The grounds keeping contract has been circulated with a closing of March 29<sup>th</sup>.
7. We have had a request from Valley Employee Family Assistance Program for a donation towards their fundraising event to raise money to support a 24/7 Crisis phone line. Unless Council disagrees, it is my intent to forward a township sweater.
8. Follow up from February 17, 2017 meeting. Clarification of Bill 7, *Promoting Affordable Housing Act* and amendments to the *Residential Tenancies Act* – need for Property Standards By-Law for single family dwelling rentals or only Multi residential units?

It appears that although the legislation affects “residential complexes”; leading staff to believe they were more than single family dwellings, the definition includes “a building...in which one...rental units are located”.

It would appear that we are now legislated to comply. That if there are contraventions to the prescribed standards, if a written complaint is received, we are required to have an inspector complete an inspection and enforce compliance. We will add this to the to do list to ensure compliance by July 2018.

9. Noella has asked that you submit your claims for meetings at this meeting.

#### **Issues Added After Printing for Packages**

**10. Planning for non-planners is scheduled for Tuesday, April 11 – 9:00 – 4:00.  
Lunch and refreshments will be provided.**

**11. MLSC public meeting – date and time not set; I will advise asap.**

**12. Emergency management committee meeting/exercise/training – can it be coordinated with the assessor training which has been set for April 29<sup>th</sup>? We could hold staff/council on the 28<sup>th</sup> with follow up for assessors on the 29<sup>th</sup>? Or do it all in one day.**