



CLERKS REPORT

CLERKS REPORT					
	Task - Item - Initiative				
1	Township Office Addition	Feb 2023 to be discussed. Revision to be made to plan to reduce construction costs. Designer to provide rough plans for Council consideration.	Mar 2023 Clerk discussed with CBO and designer, and requested rough plan of revision from Designer	April 2023 revised design approved. New drawings to be created for tender. In progress.	July 2023 Revised drawings received. Tender will be sent out for construction.
2	Regional economic development partnership (Hilliard, Brethour, Thornloe, Armstrong)	Jan 2023 Funding will be required for strategic planning	Feb 2023 potential funding for economic development strategic planning. Clerk to proceed if/when program intake opens		
3	Dec 2021 Property Standards By-Law to be discussed				

4	Blind Line Drain construction - included in 2022 budget	Mar 2023 Work continues and is going well as reported by Drainage Superintendent	April 2023 More work to be done in summer to finish project	June 2023 Work to be signed off on by engineer in late June or early July. Grant submission for 2/3 rebate on costs to be submitted in early 2024.	July 2023 Work is substantially complete and inspected by Engineer.
5	May 2022 Clerk to look into phone plans for office and costs	August 2022 Information received on system used at NorArc. Clerk left voicemail with phone rep.	Sept 2022 Information emailed from company, to be reviewed by Clerk. Option to hook phone into internet can be included during hall addition construction.		
6	May 2022 Historical monument for old bridge on 569 - Clerk to ask FACCA if they would like the Township to take over the project for a fee	August 2022 \$27,000 would be received to create heritage feature. Approved. FACCA and EXP notified,			
7	August 2022 Boat launch creation to be looked into in the future				
8	Dec 2022 Road Maintenance on River Rd south end (Brethour Twp) -Clerk to ask for Brethour's ideas on how exchange could work	Jan 2023 Brethour is informing Casey Twp that they are in discussions with Hilliard for the road maintenance. Hilliard could maintain section for a set period of time, track costs, and bill Brethour. Clerk to inform Brethour for feedback on conditions.	Feb 2023 Brethour was informed of conditions. Brethour will let Hilliard know if they would like to pursue further.		

9	Dec 2022 Staff to bring back information and costing on staff pension program	Jan 2023 Approx. cost per employee for OMERS would be \$5,000 annually, to be matched by employee. Set rate by OMERS. Council directed staff to consider if they would like this or not considering they would need to match contribution, and also to look at Township financials to see if/when feasible to offer pension.	Feb 2023 Would be feasible to bring in pension in 2025 with corresponding raise (no raise is to be given until then) to offset the matching contributions. Increased fee-for-service to Brethour Township for Admin services covers most of Twp portion. To Be revisited in 2024.		
13	Feb 2023 potential development of crown lands for residential units				
14	Feb 2023 NOHFC potential funding for roads worker -Clerk to research and apply	March 2023 In progress	May 2023 Notification received that application meets the first set of requirements. Review continues.		
15	March 2023 Submit for funding for upgrades to washrooms in hall	April 2023 In progress	May 2023 Submitted. Request for more information received and provided.		
16	April 2023 Submit for funding for playground equipment for park	May 2023 Funding stream is now open. Application will be submitted.	June 2023 Application submitted		
17	Asset Management Plan update-in progress	May 2023 Phase one is now complete (review of existing plans). RFQ will be issued for Phase 2, creation of new plans.	June 2023 RFQ responses received	July 2023 PSD Citywide is proceeding with the project	

18	May 2023 Animal Control By-Law to be discussed	June 2023 draft sent to Council for information. Clerk to revise and bring back, to include kennel information.			
19	June 2023 Resident request to purchase Russell Rd off of Hwy 569, to be discussed further after discussing with planner				