

CORPORATION OF THE TOWNSHIP OF GREATER MADAWASKA

CAO MONTHLY REPORT

May 2007

The following activities have been on-going since the last report to Council:

Staffing

1. The Public Works staff vacancy has been advertised with a deadline of May 18th, 2007 for receipt of applications. Once the deadline is reached, the Public Works Manager will conduct interview for the vacancies. The manager will establish an interview committee for the interviews as appropriate.
2. The municipality has received approval for the Algonquin College Summer Student subsidy program. This provides a \$2.00 per hour subsidy for student wages for up to 10 weeks during the summer. The municipality will utilize this funding for the Public Works Grass Cutter position and the Heritage Student.
3. Summer positions with the municipality have been advertised.

On-going Projects

1. **Waste Management** projects are on-going. Tyler Peters will be attending the Environmental Committee Meeting on June 7th to bring the committee up to date on the project.
2. **Griffith Office** – Staff from the municipal office were in Griffith on Wednesday April 25th 2007 from 10 am to 2 pm. Response to the attendance was not as good as the first month, with 2 people visiting the office during that period. The next scheduled date for staff to be in Griffith is May 30th 2007 from 10 am to 2 pm. We committed to doing the monthly visits for 6 months. Once this period is finished, it might be better to change the visits to quarterly rather than monthly.
3. **Legal Issues** – No change since last month's report.
4. **Noise By-Law** – The BLEO officer has filed the first report for the Noise By-Law Enforcement procedure as required under the agreement. For the month of April, only 1 complaint was filed. The investigation of the complaint did not result in a finding of violation, therefore no charges were filed.

5. **Training** – The BLEO and the CAO attended a training session with Dr. Williamson on April 24th with respect to the noise meter operation and noise reading collection. Procedures have been finalized with respect to the noise investigations and how they will be conducted.

Community Meetings and Group Interaction

Since the last report I have participated in the following meetings in addition to routine business of the municipality:

April 13 th , 2007	Noise By-Law Enforcement – Court Requirements
April 20 th , 2007	CAM Meeting
April 24 th , 2007	Noise Investigation Training
April 25 th , 2007	Griffith Office

Upcoming Meeting Schedule

Meetings for May/June are as follows:

May 24/25, 2007	AMCTO Zone 6 AGM - Cobden
May 30 th , 2007	Griffith Office
May 30 th , 2007	Emergency Management Committee 4:15 PM
June 6 th , 2007	OFM Training – Petawawa (all day)
June 7 th , 2007	Standing Committee Meetings (various times)
June 14 th , 2007	Committee of the Whole Matawatchan Hall 4 PM
June 21 st , 2007	Council Meeting – Calabogie Municipal Office 4 PM

The Reeve and CAO will be attending the FCM Conference from May 30th to June 4th, 2007. The CAO will be attending the AMCTO Annual Meeting and Conference June 9th to 13th, 2007.

Respectfully Submitted,
Township of Greater Madawaska

John Baird, RRFA, CMM III
Chief Administrative Officer