



Township of

North Dundas

COUNCIL REPORT

To:	Mayor and Members of Council
From:	Angela Rutley
Date of Meeting:	October 14, 2014
Subject:	Administration Report

1) Driver Certification Program:

The Ministry of Transportation has developed a new business model for their Driver Certification Program. This is the program that enables a municipality to test and issue driver's licenses, currently used for our firefighters. Two of the new requirements are an external Compliance Audit of the program and revised course curriculum.

We contract our driver training to Alan Arcand of AAA Triple A Safety and Compliance, however we are responsible for all requirements of the program. I have been working with Chief Paul Hutt of North Grenville's fire services, who also uses Mr. Arcand's services and program, to compile the information and documentation required for the audit. The Benchmark Compliance Audit deadline is October 30, 2014 and the next audit will be due October 30, 2015. Further audits will be risk based, but with a minimum requirement of every three years. Depending on the cost of the audit and the resources required to comply, we may want to consider whether it is feasible for the municipality to continue offering this program.

2) Source Protection Municipal Implementation Fund:

South Nation has confirmed that we are collaborating with nineteen Municipalities in our Source Protection Region, which will mean up to an additional \$15,000 in Source Protection Implementation Funding for our Municipality. South Nation has provided us with the appropriate paperwork for signature.

3) September Activities/Meetings:

- Department head meetings
- Meetings with lawyers and residents/property owners on various issues
- Attendance at Ontario East Municipal Conference
- Meetings with Department heads on various issues
- Meeting with Community Grant Review Committee to review grant requests
- Attendance at quarterly SDG CAOs meeting
- Attended Chesterville Lagoon Construction Progress meeting
- Meeting with representatives of Morewood Fire Station regarding Morewood bar

Prepared by: *Angela Rutley, CAO*