

- Ongoing Covid-19 pandemic related actions – review of policies and procedures, health and safety concerns.
- All staff are back to working in the office most days, the office remains open with the doors locked and access provided through the intercom system, this continues to work well.
- Community Centres and parks are open with continued safety measures and consistent review of procedures due to changing legislation.
- Continue to sit in on Peterborough Public Health meetings regarding recreation facilities and re-opening procedures.
- Continue to participate in the Bi-weekly COVID-19 Media Briefings.
- Participated in calls with CAOs from across the County to discuss common issues and share best practices.
- Met with County Staff on site to discuss the management of the Township IT Services.
- Participated in the AMCTO Clerks Forum and a number of Zone meetings across the Province.
- Attended various staff/committee meetings re: Procedural By-law, Edwards Pit, Sewage Invoicing, Animal Control By-law and Election Sign By-law.
- Met with Managers and Treasurer to begin the 2022 budget process.
- Facilitate weekly management meetings including all staff once per month
- Recruited for Equipment Operator, Cleaner for the Municipal Office and seasonal labourers.
- Complaints resolution with residents, some involving extensive time and research as well as meeting with staff and a lawyer.
- Participated in Community Safety and Well Being Plan Advisory Committee with County wide representation
- Reviewed HR policies provided from SHRP and provided them to the HR Committee in anticipation of a future meeting.
- Attended SHRP Webinar regarding Vaccination Policies
- Met with residents on site to discuss concerns with property and building permits.
- Attended the Ontario Municipal Managers Association Fall Symposium via Zoom.