

- Ongoing Covid-19 pandemic related actions - the creation of new policies, health and safety concerns, work at home set up or alternative work locations for most employees, communications to Council, the public and staff have occupied a very large amount of time. The pandemic has changed the way that the corporation functions and many new plans and processes have had to be put in place.
- Circulated staff survey regarding re-opening the office to the public and reducing remote work to learn about employee concerns and ideas for implementation.
- Continuing to work with Tammy and her team at WCSC on the Service Delivery and Organizational Review Project.
- Participated in bi-weekly calls with CAOs from across the County to discuss common issues and share best practices.
- Committee to Consider Fishing and Other Uses at Township Wharfs concluded its work, presented recommendations to Council, Council decision has been acted upon and signage is in place. Working fines for enforcement with OPP and legal team.
- Liaised with Peterborough and the Kawartha Economic Development and Tourism staff regarding concerns voiced by tourism and accommodation providers in the Township and effect of moving from stages 1 through 3 on their businesses and visitors.
- Works with Trent Severn-Waterways, PKED, ORCA and OPP to address concerns taking place in the Young's Point area
- Attended virtual meetings with OPP and Peterborough Public Health on multiple issues stemming from the Covid-19 pandemic.
- Prepared various reports to Council and agenda items.
- Completed performance reviews for all staff across the corporation.
- Hiring process has been completed for multiple contract and seasonal staff (see Memo to Council).
- Working with Mary Spence of the County of Peterborough for the recruitment of a Permanent Manager of Public Works as per Council direction.
- New contract with Waste Connections Canada began for the collection of curbside waste and roll-off bin collection.
- Attended multiple EOC meetings.
- Hosted two staff meetings and two management team meetings.
- Worked with Public Works Staff and D.M. Wills on the tendering and awarding of the Daleview Road reconstruction project.
- Attended various e-training sessions put on by AMO, OGRA, FCM and others regarding Covid-19 and other matters related to municipal administration.
- Was selected to sit on the AMCTO Legislative and Policy Committee for a second term.