

**TOWNSHIPS OF HEAD, CLARA & MARIA**

**IMPROVEMENTS IN SERVICE FOR 2003**

SERVICES OFFERED	ACTIONS TAKEN TO IMPROVE EFFICIENCY AND EFFECTIVENESS			IDENTIFIED BARRIERS TO ACHIEVING IMPROVEMENTS
<b>1. ROADS</b>	Pine Valley Road hill improvement			Travel distance between roads that need maintenance
	Purchase of new road signs			Budgetary restraints
	New set of road standards			
	Use of mechanical brusher			
	Circle checks for all vehicles			
<b>2. DISPOSAL SITES</b>	Work closely with consultants to meet guidelines			Having 3 sites to maintain
	Start of acquisition of property for 3 existing sites			Slow response from MOEE re applications
	New forms to keep track of work			
<b>3. LIBRARY</b>	Trillium application submitted/approved			Inadequacy of space
	Renovations started			
<b>4. ADMIN</b>	Staff guidelines updated			Lack of proper office space.
	Division of Clerk's and Treasurer's jobs			Downloading from province continues
	Tax collector's course and other staff training			
	1 more computer			
	New charges by-law			
	Councillor training			
	Change of banks			
<b>5. ECONOMIC DEVELOPMENT</b>	Attendance at "Well water and septic systems" seminar			Lack of small business opportunities
	Seeking speed limits for Mackey Creek Bay			Water and septic issues
	Participation in Business Retention and Expansion Program			Fragmented approach as neighbours did it with Petawawa

	Participation in Visitor Centre				
	Review of Zoning By-law				Frontage of lots
<b>6. RECREATION</b>	Contracted out grass cutting services				Distance between facilities
	Work on well				
<b>7. PLANNING AND DEVELOPMENT</b>	Research on new legislation for Building Officials				Training requirements for building officials
<b>8. EMERGENCY PREPAREDNESS</b>	Staff training				Heavy work load already carried by CAO/clerk who is also CEMC
	Set up of committee				Time constraints
	Hazard identification and risk assessment done				Participation by public
	Identification of primary and secondary emergency operations centres				Budgetary constraints
	Meetings with OPG and other agencies				Lack of volunteers
<b>9. FIRE</b>	More training with practice sessions				Small/aging population
	Attended Fire Conference				
	Purchase of tanker/portable water tank for water availability				Difficulty in following legislation because of our small size

Prepared July 19, 2004  
Diane Beauchamp, CAO



## Tax information 2004

This is how your tax dollars are divided overall for 2004

- The Townships retains 5.6%
- The County takes 31.9%
- School Boards take 62.5%

Submitted by Ruth Morin-Treasurer

