



The Corporation of the Municipality of Tweed
Staff Report

Date: April 22, 2025 Council Meeting
Report to: Council
Report from: Kelly Pender, Interim CAO
Department: Administration
Title: Administration Department Update – April 22, 2025

PURPOSE:

To provide Council with an update on the current activities of the Administration Department.

BACKGROUND:

Activities include:

- Finalizing the contract with Circular Materials Ontario (CMO) for the operation of the recycling depot.
- Supporting the Compensation/Pay Equity Study
- Monthly manager's meeting
- Supporting CAO recruitment efforts. Mr. Diskey will be in the office on April 22nd and 23rd for orientation. Start date is May 5, 2025
- Asset Management Planning is ongoing
- Joint Fire Board Meeting on April 8th
- Karen LaVallee is supporting the Deputy Treasurer two half days per week with the tax sale process
- Discussion with OCWA re rates studies and pumping stations
- Clerk has been engaged with ongoing training, including elections

OPTIONS:

n/a

FINANCIAL IMPLICATIONS:

n/a

IMPACT:

n/a

RECOMMENDATION:

BE IT RESOLVED THAT Council receive the Administration Department Update as of April 22, 2025.