

TWEED BY-LAW OPERATIONS LOG MARCH 2024 OFFICER K. GAUTHIER

File	Date	Hours	Item	Notes
	1-Mar-24	8.00	Office/Administration	Phone calls, emails, meetings etc.
			Property Standards	Issued work orders on properties with improper drainage with in the village.
	6-Mar-24	4.00	Office/Administration	Phone calls, emails, meetings etc.
	8-Mar-24	8.00	Office/Administration	
			Meeting	Met with residents, office staff, Mayor and members of the OPP. Matter is of a sensitive and private nature.
			Zoning	Meeting with Deputy Clerk, CBO and property owner regarding their zoning issue.
			Property Standards	Follow up with a property, Property is now in default of a work order and a contractor has been hired to bring property into compliance.
	13-Mar-24	4.75	Office/Administration	
			Patrol	Patrolled Village of Tweed (all streets) for parking violations. None found at time of patrol.
			Training	Webinar - Subject- Equity and Diversity training. Training was based around dealing with diverse populations, not only visable minorities but with mental health issues and religious differences.
	14-Mar-24	8.50	Property Standards	Attended a property with a contractor to bring a property into compliance as a result to a default work order. Property is now in compliance and matter is deemed resolved.
	20-Mar-24	4.00	Office/Administration	
	22-Mar-24	4.00	Office/Administration	Investigation file transfer with Officer Charland.

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	25-Mar-24	4.00	Office/Administration	
			Zoning	Responded to a complaint regarding 2 shipping containers dropped in a flood zone. Have notified Quinte Conservation and they will be requesting that they be removed out of the flood zone. Will follow up with CBO also.
	28-Mar-24	4.00	Office/Administration	Investigation file transfer with Officer Charland.
TOTALS		49.25		