

Administrator Report for April 18, 2012

1. Kevin Harcourt's building permit has changed now that he is redesigning the main floor into another residential rental suite, the zoning bylaw states that a "dwelling unit shall be attached to commercial establishments and have an entrance separate from that of the commercial establishment" The original proposal had a realty office on the main floor which complied with the zoning as well as the tanning salon. I have contacted him regarding this and am waiting for his reply.
2. This is the last meeting that council can appoint someone other than the CAO as Returning Officer. I am able to act as both Returning Officer and Deputy Returning Officer since we have only one polling place. I would then appoint Lori as Nomination Officer, and ask Elaine Muzichuk to be Poll Clerk (she was Deputy Returning Officer last election). The Deputy Returning Officer and Poll Clerk are the most intense positions as they are to be at the polling place from open to close (minimum 9am to 8pm) as well as the counting of ballots and present at any advance polls. Council will need to set remuneration for polling officials.
3. Other election items to know are:
 - Nomination day is Saturday, June 23 from 11am to 2pm (call for nominations done at least 10 days prior to Nomination Day)
 - Council to set Advance Poll dates at least 3 days prior to election day and not longer than 15 days prior to election day. (July 14 would be the earliest Advance Polling date.)
4. Foreman and summer student ad has been sent to the paper and will be posted on appropriate websites.