

MUNICIPAL DEPARTMENTS MONTHLY REPORT

For December 2024

Legend:

DG: Chief Administrative Officer
FIN: Finance
RH: Human Resources
GREF: Clerk
CONST: Construction

URB: Urban Planning
TP: Public Works
ENV: Environment
REC: Recreation and Facilities
INC: Fire and Public Safety

Achievements

REC	<ul style="list-style-type: none"> - Aqua Cycle Clinic by CALA for aquatic employees to prepare them to offer Aqua Bike classes to citizens in the upcoming sport complex schedule. - Scheduling for the holiday season at the Sport Complex and planning of the new year activities and programs. - Remembrance Day ceremony on November 11, 2024. - EXPO Hawkesbury Exhibition in the multipurpose hall, November 10-11, 2024. - Removal of municipal docks at the end of the fishing season. - Closure and winterization of the outdoor parks. -
ENV	<ul style="list-style-type: none"> - Drinking Water Quality Management System External audit with NSF - Cleaning and inspection of both Clearwells at the drinking water plant - Watermain connection on Rachelle Street, water service connection for new Public Works garage on Spence Street & of the new water service for Caisse Desjardins on Main Street East
TP	
GREF	<ul style="list-style-type: none"> - The department is still receiving numerous marriage license requests as well as bookings for marriage ceremonies at the Town Hall. - Bingo Breach Reports for the months of July, August and September have been filed, and the 2025 Bingo Permit Applications have been reviewed, for a total of 29 associations to date.
DG	<ul style="list-style-type: none"> - New website will launch on December 11th

	- Town was not awarded EV ChargeON funding for installing Electric Vehicle charging stations
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Work-in-progress

REC	-
ENV	- 2025 Operational & Capital Project Budget Revision - Development of a water meter replacement plan
TP	- "No truck route" signs are almost fully installed.

Upcoming activities and projects

REC	- Christmas Parade: December 7 at 5:00 PM. - Christmas Market: December 7 from 9:00 AM to 4:00 PM. -
GRAF	- Procedures By-law revision – the department is currently reviewing the by-law, and some changes have already been implemented to provide the public with a simplified process to address their concerns or questions to Council.
ENV	- Ministry of the Environment, Conservation and Parks (MECP) annual inspection - Drinking Water Financial Plan for upcoming Municipal Drinking Water Licence - 2024 Water Treatment Plant & Wastewater Treatment Plant data compilation & verification for annual reporting

Capital projects update

ENV	- Drinking water treatment plant Clarifier upgrade project in progress.
TP	- Work on Rue Cameron is complete for this year, the final asphalt layer to be laid in June 2025. - The garage structure is currently being assembled. - The connecting link project is scheduled to be complete by December 31.