**Goals/Objectives/Results period cvg: July / August / September 2018.**

1. **Municipal Inspection Report 6 & 7.** Update provided to Travis Nosko on July 18, 2018 after council meeting. Package mailed out. Mr. Nosko indicated he will review the package, make his recommendations and move it to the minister’s level. Expect a report in 30 days. Report received September 6, 2018 and added to council’s package.
2. **Municipal Development Plan:** 2018 ACP Grant $16,035 in place. First meeting with M.P.S. Services (2009) Ltd (Jane) to commence the project was held in Czar on July 4, 2018. Projection completion discussed as July 2019, C.A.O. build a schedule of activities required. Village of Hughenden has a few unique situations in play hence M.P.S. Services is **booked as a delegate** to address these concerns at the next council meeting October 18, 2018. Beatty Land Surveyor will **join the delegation** to answer questions/concerns in the process.
3. **Taxervice**: Roll 18300 **one residential lot, no buildings,** is going to public auction on September 21, 2018 @ 10:00 a.m. Advertising in the Provost News. Auction instructions have been provided and will be reviewed prior to the date and time noted above. C.A.O. is expecting nobody to attend but will be ready to take bids if required.
4. **Fire Agreements**: As per resolution 083-18, C.A.O. gathered all the Fire Service Bylaws for review by council. Next step is for council to appoint a delegate to meet with Fire service providers and draft a new Bylaw. Hope to complete this ready for October meeting.
5. **2018 MSI Capital Grant Program:**  Letter received from Municipal Affairs that all three projects have been approved. Funding is expected any day & GL CAP project TDC will be recapped in the balance sheet hopefully October.
6. **Administration Office**: Office clean up is complete. New filing system in place to enable administration to locate documents more effectively when required. As reported, important documents are now on computer stick and locked safely in our vault.
7. **Draft I.D.P & I.C.F:** Provided by the MD 52 Provost as amended. C.A.O. has commenced reading the documentation and will have copies for council for the next meeting October 16, 2018.
8. **Draft Bylaw 504-18.** As required with the addition of the bulk water station and outdoor wand wash, a new Bylaw is required to cover the applicable costs prior to setting it up. Hope to have the project working by September 30, 2018 if we can connect all the dots.
9. **STEP Students:** Program has ended. Special thanks to both our students who did an amazing job. Form C has been sent out to the program for our share of the costs.
10. **M.S.I. Capital Projects:** Weekly meetings conducted to update progress on each project. Contractors reviewing scope of work and schedules derived to keep everything on schedule. Updates to be provided to council September 18, 2018.
11. **CAO Time in Lieu**: 5 days left. C.A.O. had surgery on September 7, 2018. Everything went well.

RICHARD LAVOIE