

## Minutes - Finance and Administration



**MEETING DATE:** November 20, 2007, 2:00 pm  
**LOCATION:** The Blue Mountains Committee Room  
**PREPARED BY:** Stephen Keast, Clerk

### A. Call to Order

- Chair Gamble called the meeting to order with all persons in attendance save Councillor Martin, absent due to a previous commitment.
- Also in attendance was Town CAO Paul Graham, Director of Building and By-law David Finbow, Director of Finance Rob Cummings and Communications and Economic Development Coordinator Lisa Kidd.
- The Committee then dealt with the following Resolution:  
Moved by: John McKean                      Seconded by: John McGee  
THAT the Agenda of November 2, 2007 be approved as circulated, including any items added to the Agenda, Carried.
- No member present declared a potential pecuniary Interest with any matter as listed on the Agenda
- The Committee then dealt with the following Resolution:  
Moved by: John McGee                      Seconded by: Michael Martin  
THAT the minutes of October 23, 2007 be approved as circulated, including any revisions to be made, Carried.

### B. Deputations / Presentations

None

### C. Staff Reports

#### C.4 2008 Grant and Donation Program, CEDC.07.09

Due to a scheduling conflict, the Committee first considered Report CEDC.07.09, Lisa reviewing the Report.

Lisa noted 2008 would be the first implementation year for the Grants and Donations Program, aimed at consolidating such requests for easier tracking and consideration.

Regarding a grant shown for the Thornbury Clarksburg Union Cemetery, Councillor McGee questioned if the Town had not already taken over operations, Rob replying yes and funding will show under the Recreation Department during 2008 budget discussions.

John then questioned if each group receiving funding would report on community involvement and support, Lisa replying yes.

Councillor McKean then noted some of the 2008 requests are substantial and were not considered in the 2007 budget.

Deputy Treasurer Elizabeth Thompson then attended the meeting.

John then questioned if the Georgian Triangle Tourist Association funding was included in the 2008 requested total of \$117,452.00, Liz replying no but the cemetery grant was included.

Chair Gamble then questioned the request from the GTTA, Liz noting \$50,000.00.

Bob then noted concern with the proposed 15% contingency, as well as concerns with: Montessorri school, being a private operation; BIA web redesign, as the Chamber of Commerce had previously done work in this field; Jazz in the Park as to who will operate it; CDHS request of \$5,000.00 as he believed \$2,000.00 had previously been considered; and BVO subsidization request of \$4,155.00 appearing high with regard to one week hall use and existing provision of free snowplowing at the BVO facility by the Town.

Lisa then questioned how further discussion of the requests and the 2008 budget would proceed, Councillor McGee noting the Committee could further refine the request process for consideration at budget meetings, Rob noting that might limit other Councillor input.

Regarding BVO, Councillor McGee recommended snowplowing costs be defined and shown as grant funding.

David then questioned if periodic requests for Council attendance at fundraising events and galas might come from the proposed contingency, Chair Gamble noting such costs might be included in Council expense sheets, Rob noting he would review where such expenses might be allocated for billing purposes.

The Committee then dealt with the following Recommendation:

Moved by: John McGee

Seconded by: John McKean

That Council receive Staff Report CEDC.07.09, "2008 Grants and Donations Program" for information purposes; and

That Council authorize staff to apply existing subsidized rental rates to currently subsidized groups for the balance of 2007 and for the period of 2008 until the budget is approved, Carried.

**C.1 Amendment to By-law No. 2001- 88 - Fire Route By-law, SRB.07.34**

David then reviewed the Report and additional properties now designated.

The Committee then dealt with the following Recommendation:

Moved by: John McKean

Seconded by: John McGee

THAT Council receive Staff Report SRB.07.34 and adopt the draft amending Fire Route By-law attached hereto, Carried.

**C.2 Georgian Trail Board of Management, SRB.07.27 (Previously tabled)**

Director of Building and By-law Enforcement David Finbow then reviewed the tabled Report, noting By-law Staff currently enforce restrictions on motorized vehicles and hooped animals utilizing the Trail, as well as proactively enforce By-law provisions related to dogs at large and stoop and scoop.

David further noted By-law Staff are very busy at present and any additional monitoring of landscaping and construction encroachments and presence of construction rubbish and debris from properties adjacent to the Trail would mean other enforcement tasks in other fields and areas would be reduced.

Chair Gamble noted concern with recent development adjacent to the Georgian Trail resulting in drainage directed onto the Trail as well as landscaping encroachments, presence of construction debris and unauthorized Trail crossings, questioning who would represent the Trail Board in addressing such matters, as the Board has a single employee whose primary task is risk management.

Town CAO Paul noted any Board concerns should be documented , Bob noting the Board secretary took Board concerns directly to affected Town Staff.

Paul then proposed a Town Staff person be appointed as the liaison with the Trail Board to receive and document all complaints and concerns noted and direct same to the appropriate Staff or Department to address, the Committee





