

AGENDA: Finance and Administration Committee



MEETING DATE: December 20, 2005

MEETING TIME: 2:00 pm

LOCATION: The Blue Mountains Council Chamber

PREPARED BY: Stephen Keast, Clerk

A. Call to Order

- Approval of Agenda
- Declaration of Pecuniary Interest
- Previous Minutes

B. Deputations/Presentations Indicate time

Initials

None

C. Staff Reports as circulated

1. **Firefighters – On Call Pay, CAO.05.34**

DC

Recommended (move, second)

THAT this Committee does hereby receive and adopt Staff Report CAO.05.34, "Firefighters – On Call Pay" and further does support the Recommendations contained therein, being:

1. That Council does approve the on call pay for Firefighters be increased from \$35.00 per day to \$70.00 per day, effective January 1, 2006; and
2. That Council does approve that these rates be increased on an annual basis by the same % of Town staff salaries; and
3. That the Firefighters' Association Executive be invited to the Finance and Administration Committee meeting to review the matter.

2. **Realignment of Treasury Department – Financial Services Department, CAO.05.36**

DC

Recommended (move, second)

THAT this Committee does hereby receive and adopt Staff Report CAO.05.36, "Realignment of Treasury Department – Financial Services Department" and further does support the Recommendations contained therein, being:

1. That Council approve the new structure of the Treasury Department and that the title of the department be changed to Financial Services Department to include the functions on the attached chart; and
2. That Council approve the job description for the Director of Financial Services.

3. Town Hall Space – Next Steps, CAO.05.41

DC

Recommended (move, second)

THAT this Committee does hereby receive and adopt Staff Report CAO.05.41, “Town Hall Space – Next Steps” and further does support the Recommendation contained therein, being:

1. That Council reconfirm the current Thornbury Town Hall site as the preferred location for the Town Hall; and
2. That Council approve the space needs projected for Town Administration purposes for the next 10 years of approximately 16,500 square feet; being an increase from current office space of approximately 6,000 square feet; and
3. That staff report back on the progress of the options for the building construction and financing by February 28, 2005.

4. Grey Highlands Funding Assistance for Alternative Energy Sources Research, CAO.05.44

DC

Recommended (move, second)

THAT this Committee does hereby receive and adopt Staff Report CAO.05.44, “Grey Highlands Funding Assistance for Alternative Energy Sources Research” and further does support the Recommendation contained therein, being that Council approves funding assistance in the amount of \$5,000.00 to the municipality of Grey Highlands for the preparation of background papers and research documents into alternative energy sources.

5. Lease of Property – Mohammed Khan Reliance Distribution Services Inc., CAO.05.45

DC

Recommended (move, second)

THAT this Committee does hereby receive and adopt Staff Report CAO.05.45, “Lease of Property – Mohammed Khan Reliance Distribution Services Inc.” and further does support the Recommendations contained therein, being that Council approve an extension of the existing lease from September 1, 2005 to March 31, 2006 at a new rental rate of \$500.00 per month.

6. Municipal Insurance Program “Renewal Proposal”, T.05.32

CF

Recommended (move, second)

THAT this Committee does hereby receive and adopt Staff Report T.05.32, “Municipal Insurance Program – Renewal Proposal” and further does support the Recommendation contained therein, being that this Committee does receive for review the Municipal Insurance Program “Renewal Proposal” from Frank Cowan Company Limited and that the Renewal Proposal be referred to Town Staff for a subsequent Report to deal with related Insurance Program information.

7. **Telephone Line Service**, T.05.32

CF

Recommended (move, second)

THAT this Committee does hereby receive and adopt Staff Report T.05.32, "Telephone Line Service" and further does support the Recommendation contained therein, being that Council authorize signing of the Local Line Service contract with Telizon for line services for the Town of The Blue Mountains for a one year term based on the quoted line prices of \$34.95 per line for Collingwood/Craigeleith numbers and \$41.95 for Thornbury and area numbers, including Long Distance contract with a rate 3 cents per minute.

8. **Livestock Valuer Claims**, SRB.05.23

DF

Recommended (move, second)

THAT this Committee does hereby receive and adopt Staff Report SRB.05.23, "Livestock Valuer Claims" and further does support the Recommendations contained therein, being:

1. That Council approve Livestock Valuer payment of \$65.00 per occasion inclusive of mileage and out of pocket expenses; and
2. That Council approve advertising for an additional Livestock Valuer position.

9. **Use of Town Logo – Collingwood & District Humane Society**, SRB.05.24 DF

Recommended (move, second)

THAT this Committee does hereby receive and adopt Staff Report SRB.05.24, "Use of Town Logo - CDHS" and further does support the Recommendation contained therein, being that Council authorize the use of the Town's logo on the Collingwood & District Humane Society (CDHS) Building Fund Campaign Brochure.

D. Correspondence

1. Georgian Sound Festival – Request for sponsorship/reduction in Hall rental costs
2. BV Outreach – Request for transportation honourarium increase
3. Looking Over Georgian Bay Map – promotion and advertising
4. Maple Leaf Communications – Drug Facts magazine advertising
5. Town of Collingwood – "Port of Entry" status, regional airport
6. AMO – Provincial Municipal Fiscal Gap

E. New and Unfinished Business

1. Monthly Budget Variance Report – Revenue and Expenses RC
2. Procedural By-law – Draft revisions (first circulated November 24, 2005) SK

F. Next Meeting Date

January 17, 2005, 2:00 pm

G. Adjournment