

AGENDA: FINANCE AND ADMINISTRATION COMMITTEE



MEETING DATE: March 20, 2012
MEETING TIME: 2:00 p.m.
LOCATION: Council Chambers
PREPARED BY: Stephen Keast, Administrative Assistant

A. Call to Order

- Approval of Agenda

Recommendation (Move, second)

THAT the Agenda of March 20, 2012 be adopted as circulated, including any revisions to be made.

- Declaration of Pecuniary Interest
- Previous Minutes

Recommendation (Move, second)

THAT the minutes of February 21, 2012, be approved as circulated, including any revisions to be made.

B. Deputations/Presentations

None

C. Staff Reports as circulated

C.1 Request for Use of Town Hall Space, CEDC.12.1

LK (5 min)

Recommendation (Move, second)

THAT Council receive Staff Report CEDC.12.1 "Request for Use of Town Hall Space"; and

THAT Council authorize the usage of the Town Hall on Sunday May 6, from 1-3 p.m. outside of normal business hours for the purposes of hosting the Community Volunteer Awards Event.

C.2 Update on the Status of the AODA Implementation, CEDC.12.2 LK (5 min)

Recommendation (Move, second)

THAT Council receive Staff Report CEDC.12.2 “Update on the Status of the Accessibility for Ontarians with Disabilities Act Implementation” for information purposes.

C.3 2011 Statement of Remuneration and Expenses, FIT.12.10 DB (5 min)

Recommendation (Move, second)

THAT Council receive Staff Report FIT.12.10, “2011 Statement of Remuneration and Expenses”, as required under Section 284 of the *Municipal Act, 2011*, for information purposes.

C.4 Standardization and Cooperative Purchasing of Computers, FIT.12.11
CB/SA (10 min)

Recommendation (Move, second)

THAT Council receive Staff Report FIT.12.11 “Standardization and Cooperative Purchasing of Computers under OECM Contract”; and,

THAT Council approve the Town’s participation in the Ontario Educational Collaborative Marketplace (OECM) contract for the purchase of desktop and notebook computers for the initial contract term of three (3) years; and,

THAT Council approve the standardized use of Dell desktop and notebook computers as described for the OECM initial contract term of three (3) years; and,

THAT Staff purchase desktop and notebook computers within the approved IT Department Continuous Improvement budget.

C.5 Fibre Optic Internet Budget, FIT.12.14 CB (10 min)

Recommendation (Move, second)

THAT Council receive Staff Report FIT.12.14 “Fibre Optic Internet Budget”; and,

THAT Council approve the creation of a budget for Fibre Optic Internet installation through the 2012 IT Connectivity budget for \$21,170 utilizing funding from 2011 reserve contributions; and,

THAT Staff prepare and issue a Request for Proposal for a Fibre Optic Internet Connection for Town Hall.

C.6 The Blue Mountains Fire Department Year-end Report – 2011

RD (15 min)

Recommendation (Move, second)

THAT Council receive The Blue Mountains Fire Department Year-end Report – 2011, for information purposes.

C.7 Asset Management Plan – Fire Services and Emergency Management,

FIT.12.12

DC (15 min)

Recommendation (Move, second)

THAT Council receive Staff Report FIT.12.12 “Asset Management Plan – Fire Services & Emergency Management”; and,

THAT Council adopt the plan as an input into the annual budget process necessary to facilitate Council in their decision making process: and,

THAT Council adopt the plan as an input into the five year review of the Town’s Development Charges Background Study to facilitate Council in their decision making process: and,

THAT the Fire Services & Emergency Management Asset Management Plan be incorporated into the Town’s overall Asset Management Plan as approved on April 18, 2011 and that it be updated annually in accordance with changes to best management practices, technology, financial constraints and the outcome of asset condition assessments with a complete review, at a minimum, every term of Council .

C.8 Recommended 2011 Year-end Transfers, FIT.12.15

DC (10 min)

Recommendation (Move, second)

THAT Council receive Staff Report FIT.12.15 “Recommended 2011 Year-end Transfers” and approve the recommendation contained therein, being the transfer to and from Reserves and Reserve Funds as itemized in Schedule “A”, attached to this Report.

C.9 February 2012 Monthly Update, FIT.12.13

DB/RC (15 min)

Recommendation (Move, second)

THAT Council receive Staff Report FIT.12.13, “February 2012 Monthly Update” for information purposes.

D. Correspondence

D.1 St. George's Anglican Church, Request for Rental Reduction

Recommendation (Move, second)

THAT the Committee provide guidance to Council regarding the request for rental reduction for the Beaver Valley Community Centre kitchen facilities on April 21, 2012, as made by St. George's Anglican Church.

E. New and Unfinished Business

None

F. Next Meeting Date

April 24, 2012

G. Adjournment

Recommendation (Move, second)

THAT this meeting does now adjourn to meet again in the Town Hall Council Chamber on April 24, 2012 at 2:00 pm, or at the call of the Chair.