

**The Corporation of the Township of Lake of Bays
Finance and Corporate Services Committee Minutes – May 12th, 2009
MINUTES**

There was a meeting of the Finance and Corporate Services Committee held at 1:00 p.m., on Tuesday, May 12th, 2009 in the Council Chambers of the Township of Lake of Bays Municipal Office, Dwight, Ontario.

Attendance

Mayor
Committee Members

Janet Peake
Ruth Ross
Nancy Tapley
Margaret Casey
Philip Cote
Ginny Burgess
Don Chevalier
Michelle Percival
Carrie Sykes
Stefan Szczerbak
Jennifer Schnier

CAO/Treasurer
Clerk
Administrative Assistant
Planner
Community & Recreation
Coordinator

Regrets

Chair Ben Boivin

1. MEETING CALLED TO ORDER

The meeting was called to order at 9:05 a.m. on May 12th, 2009 by Mayor Peake.

2. APPROVAL OF AGENDA

Resolution # 2/05/12/09

Councillor Burgess and Councillor Cote

BE IT RESOLVED THAT the Finance and Corporate Services Committee Agenda dated May 12th, 2009 be adopted as circulated.

Carried

3. DISCLOSURE OF PECUNIARY INTEREST

Nil

4. APPROVAL OF MINUTES

Nil

6. REPORTS**a) Report re: Statement of Operations for period ended April 30th, 2009**

The following items were noted in the report by the Finance Coordinator and the C.A.O./Treasurer:

- Grants carried forward from last year are not reflected;
- Payment to Township of Algonquin Highlands is indicated as \$24,000 which represents payment of last year and this year.

b) Report re: Analysis of Full-time Equivalent (FTE's) by Department

The C.A.O./Treasurer noted this report was requested from committee at a previous meeting and is reflective of staff figures from 1995 to 2008.

c) Report re: Analysis of Reserves/Reserve Funds 2009

Discussion was held with respect to the analysis report of 2009 reserves and reserve funds.

Mayor Peake directed staff to continue providing this analysis report periodically throughout year to assist Council in monitoring the reserves and reserve funds.

d) Report re: Summary of Mill Expenditures (Library/Arena/Ice Pad) 2009

Committee reviewed and discussed the status report of construction expenditures from the Baysville Library, arena and ice pad.

Staff was directed to allocate the expenses more accurately to better reflect the breakdown between construction projects (ice pad, library and arena).

e) Report re: Analysis of Parks Reserve Fund (by source)

Committee discussed the proposed motion of directing funds from original lakeshore road allowance sales to a discretionary fund.

A recommendation for the original lakeshore road allowance funds to stay in the parks reserve by the Parks, Recreation and Trails Advisory Committee was noted.

T1b

The following resolution was passed:

Resolution # 6(e)/05/12/09**Councillor Burgess and Councillor Cote**

BE IT RESOLVED THAT the Finance and Corporate Services Committee recommends to the Council of the Corporation of the Township of Lake of Bays directs the original lakeshore road allowance revenues to a separate discretionary reserve fund for 2009 and to be reviewed annually.

RECORDED VOTE	Nays	Yes
Councillor Philip Cote		<input checked="" type="checkbox"/>
Councillor Margaret Casey	<input checked="" type="checkbox"/>	
Councillor Ruth Ross		<input checked="" type="checkbox"/>
Councillor Ginny Burgess		<input checked="" type="checkbox"/>
Councillor Nancy Tapley		<input checked="" type="checkbox"/>
Mayor Peake		
Carried		

5. DELEGATIONS

- a) 9:15 p.m. **Nicole Binsted, Branch Manager
Firstbrook Cassie Anderson Ltd.
Re: Municipal Insurance Coverage**

Nicole Binsted presented an insurance proposal by Firstbrook Cassie Anderson Ltd. for Council's consideration.

Committee reviewed the current policy and coverage and the proposed changes.

Mayor Peake thanked Nicole Binsted for attending the meeting to present the insurance proposal.

A short break was held from 10:35 a.m. to 10:48 a.m.

T2a

f) Report re: Municipal Insurance Coverage

This report and discussion was covered under the delegation of Nicole Binsted from Firstbrook Cassie Anderson Ltd.

g) Report re: Strategic Plan Advisory Committee

The Municipal Planner advised the committee that the township is currently seeking representatives from the municipality to participate in the Strategic Plan process. The consultant has suggested (1) member of Council, (1) representative from Franklin/Sinclair ward, (1) representative from Ridout ward, (1) representative from McLean ward, and (1) staff member.

Councillor Ginny Burgess was appointed to the Strategic Plan Advisory Group to represent Council.

Applications or letters of interest to participate in the group must be received no later than 4:00 p.m. on Tuesday, May 19th, 2009.

Public Comments

Kathleen Black, Lake of Bays Association thanked the C.A.O./Treasurer for the information reports and encouraged the township to compare the efficiency of the staff levels to the work performed.

The C.A.O./Treasurer noted that the District Municipality of Muskoka conducted an operational review and were surprised at how much work the Township of Lake of Bays staff were able to accomplish with the limited resources and advised that the Human Resources consultant and Strategic Plan process will compliment the previous review.

Kathleen Black questioned whether the community centre construction shortfall has increased or is projected to increase before its completion and whether the \$150,000 previously committed from the parks reserve fund has been allocated.

The C.A.O./Treasurer noted he would confirm that allocation.

h) Report re: Algonquin Highlands – Shared Service Agreement

Discussion was held with respect to the negotiations surrounding the shared services agreement with the Township of Algonquin Highlands.

Resolution # 6(h)/05/12/09

Councillor Ross and Councillor Tapley

BE IT RESOLVED THAT the Finance and Corporate Services Committee recommends to the Council of the Corporation of the Township of Lake of Bays that the shared services agreement with the Township of Algonquin Highlands be drafted to reflect \$17,500 expenditure for 2009; and

Further, that the Mayor compile a letter of intent to have the Township of Lake of Bays consider basing future agreements on 50% of net actual operating costs.

Carried

i) Report re: Camp Beachcombers/Arrowhead Camp

The C.A.O./Treasurer provided handouts illustrating the 2009 Dwight Beacombers Day camp registration and the Baysville After School Program attendance figures.

The Community and Recreation Co-ordinator advised committee of the following:

- Owner/Director of Arrowhead Camp has withdrawn his earlier offer to provide day camp services on behalf of the municipality for the same fee.
- Day camp positions have been advertised,
- Offering the opportunity to pay for day camp registration by Visa

Discussion was held regarding the day camp registration and programming.

Baysville After School Program (BASP)

Discussion was held with respect to the BASP registration numbers, current staffing levels and temporary accommodations due to the community centre construction.

The C.A.O./Treasurer confirmed that the report from now on will be amended to reflect actual dates of service instead of days of service without revealing any personal information.

Further questions with respect to the actual registration numbers on specific dates of service are to direct their questions to the Community and Recreation Coordinator.

7. DISCUSSIONS

a) Discussion re: G8 Summit

The following items were noted:

- No response from the submission of G8 project proposals,
- District Municipality of Muskoka defeated the archive project proposal,
- G8 public information session scheduled for May 11th and 12th at Deerhurst has been postponed.

T2b

8. CORRESPONDENCE

- a) Scott Aitchison, Chair, 2010 Ontario Winter Games Organizing Committee re: Request for Financial Contribution for the Ontario Winter Games– Muskoka 2010.

Staff was directed to disburse the financial request for \$3,570 for the 2010 Ontario Winter Games, which had been approved in the 2009 budget.

9. UNFINISHED BUSINESS

- a) Provincial Municipal Fiscal and Service Delivery Review

10. CLOSED SESSION

Nil

11. BUSINESS ARISING FROM CLOSED SESSION

Nil

12. ADJOURNMENT

Resolution # 12/05/12/09

Councillor Cote and Councillor Burgess

BE IT RESOLVED THAT the Finance and Corporate Services Committee of the Corporation of the Township of Lake of Bays adjourn at 11:40 p.m., to meet again on June 9th, 2009 at 9:00 a.m. in the Council Chamber of the Township of Lake of Bays Municipal Office, Dwight, Ontario.

Carried

Chair

Clerk

DRAFT