

Message

From: Shelley Fuhre [/O=TOC/OU=FIRST ADMINISTRATIVE GROUP/CN=RECIPIENTS/CN=SFUHRE]
Sent: 1/31/2011 1:40:29 PM
To: Sandra Cooper [/O=TOC/OU=First Administrative Group/cn=Recipients/cn=scooper]
Subject: FW: Confidential

HW,

Some minor revisions... please review...

Dear Mr. Muncaster and Mr. Houghton:

As you know, our new Council campaigned on the promise to get our spending and municipal debt under control. As a result, I have asked CAO, Ms. Wingrove, and Department Heads to find opportunities within their areas of responsibility, to explore cost reduction opportunities while continuing to provide or residents with the same level of service.

I respectfully request Collus find similar opportunities in part to help reduce the Town's debt and create greater efficiencies for Collingwood residents. I recognize and appreciate your contribution during budget deliberations.

My specific request is that Chair Muncaster direct Mr. Houghton to undertake an evaluation of Collus by way of examining all potential opportunities that would benefit Collingwood residents and that a report containing recommendations be presented to Council by no later than May 30, 2011.

I would appreciate this remain as confidential until Members of Council and I, have the opportunity to be presented with a report for review.

Regards,

Shelley Fuhre

Executive Assistant to the Mayor
 Administrative Assistant to Council

Town of Collingwood
 c/o Office of the Mayor
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From: Sandra Cooper
Sent: Monday, January 31, 2011 1:00 PM
To: Shelley Fuhre
Subject: Confidential

Hi, Shelley:

kindly, review and suggest any changes.

and Ed ,

As you may know, our new council was partly elected to get our spending and our municipal debt under control. As a result, I have asked our CAO, Ms. Wingrove and our department heads to look for opportunities within their areas of responsibility to explore cost reduction opportunities and still offer similar levels of service.

I would like to ask that Council look for similar opportunities in part to help reduce our debt and create greater efficiencies for Collingwood residents. I recognize the input during budget presentation.

My specific request is that Chair Muncaster direct Mr. Houghton to undertake a valuation of Collus examining all potential opportunities that might benefit Collingwood residents and that a report containing recommendation be presented to Council by May 30, 2011.

I would appreciate this review being treated with confidence until myself and council have an opportunity to be presented with a report.

Regards,

Sandra Cooper, Mayor

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