

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #31

Tuesday, May 17, 2016

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room at the Civic Centre on Tuesday, May 17, 2016 at 12:00 p.m. (Noon)

PRESENT: Councillor Ken Perry, Councillor Paul Ryan and Councillor Wendy Brunetta

ALSO PRESENT: Mark McCaig, CAO and Laurie Witherspoon, Treasurer

REGRETS: Mayor Roy Avis

#### **1. Call to Order**

- 1.1 Councillor Ken Perry called the Administration & Finance Executive Committee Meeting to Order at 12:05 p.m.

#### **2. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**

- 2.1 In-Camera Ministry of Infrastructure Proposed Acquisition of Land (M. McCaig, CAO verbal)

#### **3. Disclosure of pecuniary interest and the general nature thereof**

#### **4. Approval of Previous Committee Minutes**

- 4.1 The Committee considered the following resolution:  
Brunetta/Ryan: That the minutes of the previous meeting held on Tuesday, May 3, 2016 be approved as presented. CARRIED

#### **5. In-Camera**

- 5.1 Non-Agenda Item 2.1- Ministry of Infrastructure Proposed Acquisition of Land (M. McCaig CAO verbal)  
The Committee considered the following resolution:  
Brunetta/Ryan: That the Administration & Finance Executive Committee now meet in-camera in order to address a matter pertaining to a proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes. CARRIED

#### **6. Items Referred from Council**

- 6.1 Economic Development Advisory Committee resolution re: Lease Agreement for Tourism Building (400 Central Ave)- The Committee recommended to approve the Economic Development Advisory Committee's resolution for the Mayor and Council to commence discussions with the Ministry of Infrastructure for the following requests:  
1) the securing of a reduced lease rate for operation of the Tourist Information Building at 400 Central Ave.; and 2) removal of the clause in the current lease agreement respecting the sublet or carrying on of other commercial activity within the current facilities to allow for new vendors.

#### **7. New Business**

- 7.1 Councillor June Caul NOMA Travel & Per Diem Claims - The Committee recommended to approve the per diem and Travel Expense claims in the total amount of \$437.35 as submitted by Councillor June Caul for her attendance at the Northern Ontario Municipal Association Conference held in Thunder Bay on April 27 – 29, 2016.

- 7.2 Councillor Doug Kitowski NOMA Travel & Per Diem Claims - The Committee recommended to approve the per diem and Travel Expense claims in the total amount of \$516.21 as submitted by Councillor Doug Kitowski for his attendance at the Northern Ontario Municipal Association Conference held in Thunder Bay on April 27 – 29, 2016.

**8. Non-agenda Items**

**9. Outstanding Items**

- 9.1 Couchiching First Nations Water & Sewer Agreement
- 9.2 Elected Officials Remuneration By-Law No. 02/10-C (Fall)

**10. Information**

- 10.1 Administration & Finance Department Stats as at April 30, 2016
- 10.2 General Fund Financials as at April 30, 2016
- 10.3 Water & Sewer Fund Financials as at April 30, 2016
- 10.4 Capital Fund Financials as at April 30, 2016

**11. Adjourn / Next Meeting Date**

- 11.1 Next Meeting Date: Tuesday, June 7, 2016

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Executive Committee Chair

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M. McCaig, CAO