

TOWN OF FORT FRANCES

Administration and Finance Executive Committee



Minutes of Meeting No. 20

Tuesday, November 19, 2013

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday, November 19, 2013 at 12:00 p.m.

PRESENT: Councillor Ken Perry, Councillor Hallikas, Councillor Paul Ryan and Mayor Avis

ALSO PRESENT: Mark McCaig, CAO, Laurie Witherspoon, Treasurer, and Tara Rajala, Tax Administrator

REGRETS: None

Called to order 12.01 p.m.

1. **Non – Agenda:** None
2. **Disclosure of pecuniary interest and the general nature thereof:** None
3. **Andrew Hallikas – Paul Ryan:** That the minutes from the previous meeting held on November 5, 2013 be approved as circulated.

CARRIED.

4. i) **In-Camera: Property Tax Account #18441**
Andrew Hallikas – Paul Ryan: That the Administration & Finance Executive Committee now meet in-camera in order to address a matter pertaining to a proposed or pending acquisition for land for municipal or local board purposes or disposal of land no longer needed for municipal purposes and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
Discussion was held with regard to outstanding property tax account #18441 arrears and review of letters received from Calder Law Office. Direction was given for further negotiations.
5. i) 501 Sixth Street W. Rental Property – The Committee recommended to approve rent increase of 0.8% for 2014 for residential property located at 501 Sixth Street W. Further, that a lease agreement with Jane Peterson be approved for the period of March 1, 2014 to February 28, 2015 and that an authorizing by-law be prepared.
ii) 2014 Vacation Guide Map – The Committee recommended to approve advertisement in the 2014 Northwestern Ontario Vacation Guide Map at a cost of \$520.00 plus applicable taxes.

- iii) 2010 Capital Loan Term Renewal – The Committee recommended to approve the 2010 Capital Loan #1819550 renewal for a 5-year term for the remaining 60 month amortization.
- iv) Ward Family Benefit Concert Request – The Committee requested that the Ward family be contacted for further information with regard to the nature of the concert.
- v) 2014 User Fee Schedule – The Committee recommended to approve the proposed 2014 User Fees for the Administration & Finance and Schedule “B” Emergency Services as presented.
- vi) 2014 Draft Corporate & Administration /Finance Budgets – The Committee reviewed the budgets as presented and recommended that the 2014 draft budgets go forward to the budget process along with the items received at the public budget meeting.
- vii) Capital Budget – The Committee reviewed the General Government capital budget item as presented and recommended that the 2014 draft Capital budget along with the request received from the public budget meeting proceed to the budget process.
- viii) 2013 Honeywell Long-Term Debt Requirement – The Committee recommended to approve new long-term debt financing, in the form of a bank loan, in the amount of \$1.2 Million, with a 4-year term and 14-year amortization for the Phase II (2013) Honeywell Energy Project completed to December 31, 2013 and to proceed with a borrowing By-Law. Further that the Waterworks, Sanitary Sewer and Corporate Projects Reserve Funds finance the balance of the 2013 completed portion of the Honeywell Energy Project

6. Outstanding Items:

- i) Old Shambles Road – CAO/Solicitor
- ii) Couchiching Sewer and Water Agreement Signage
- iii) Indigent Burial Policy – G. Treftlin, Clerk


7. Non-Agenda Items: None

8. Information:

- i) Administration & Finance Stats as at October 31, 2013

9. Next meeting date: December 03, 2013


Ken Perry, Chair


Mark McCaig, CAO