

TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 6

Tuesday, April 2, 2013

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday, April 2, 2013 at 12:00 p.m.

PRESENT: K. Perry, A. Hallikas, P. Ryan, D. Kitowski, and R. Avis

ALSO PRESENT: M. McCaig, CAO, C. Ruppenstein HR, Jason Kabel, CS Manager and L. Witherspoon, Treasurer

REGRETS: None

Councillor Ken Perry, Chair Called Meeting to Order at 12:05 p.m.

1. Non – Agenda: i) Annual Appreciation Event Planning Update
ii) O.P.P. Lease Agreement - 2012 Audit
2. Disclosure of pecuniary interest and the general nature thereof: Councillor Andrew Hallikas declared a conflict of interest on item 5 i) Councillor Andrew Hallikas - NOMA Board Meeting per diem
3. **Andrew Hallikas – Paul Ryan:** that the minutes from the previous meeting on March 18, 2013 be approved as circulated.

CARRIED.

4. **Mark McCaig**
Huffman School Presentation – The Administration & Finance Executive Committee's focus is on the financial resources required for building renovations and future operational costs for the facility. It was noted that the request is well past this stage in our process as the direction had been to proceed with demolition and the building has been prepared for demolition. The Committee noted that there were no prior plans of a building addition at the Sister Kennedy Centre and that the Town is not able to commit financing of a project of this nature. The Committee also noted that there was no business plan to address future operational costs. At this time, escalation of services is not possible and can not endorse the Use of the Former Huffman School Building as presented by A. Bedard.

5. Laurie Witherspoon:

- i) Federal Gas Tax - 2012 Audited Statement – recommend acceptance of the Federal Gas Tax Revenues Auditor’s report on Compliance of the Municipal Funding Agreement for the year ended December 31, 2012 and that the Invoice #87376821 for audited services be paid.
- ii) Councillor Andrew Hallikas – NOMA Board Meeting – recommend to approve the per diem as submitted by Councillor Andrew Hallikas in the amount of \$150.00 for attending the NOMA Board Meeting held in Thunder Bay on March 20, 2013.
- iii) Fort Frances Minor Hockey Association – concern was expressed that there are events and ice surface bookings that were confirmed prior to receiving the FFMHA request for an extension of the Ice for Kids operations to the school year end in June 2013. It was noted that the FFMHA did not provide a business plan, did not provide a value assessment or financial guarantee to cover all operating costs associated with extended ice surface operations. If FFMHA is considering extended ice surface operations in 2014, they should participate in the 2014 Public Budget Meeting process. The Committee cannot support an extended Ice for Kids arena operations to June 2013 as requested by the Fort France minor Hockey Association.

6. Outstanding Items:


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

7. Non – Agenda Items:

- i) Annual Appreciation Dinner Event Planning – The designated Committee discussed planning items required for the finalization of the Annual Appreciation Dinner to be held at Sunny Cove Camp on June 8, 2013. Committee members Christine Ruppenstein and Jason Kabel will check into liquor license requirements, catering options and music/sound availability. The next update for the committee will be at the next Administration & Finance Executive Committee meeting on April 16/13.
- ii) OPP Lease Agreement – 2012 Audited Statement – recommend the acceptance of the OPP Office Lease Agreement audited financials for the year ended December 31, 2012 and approval to pay the invoice for audited services.

8. **Information:**
Rainy River District Social Services – 2013 Approved Levy
8. **Next meeting date: April 16, 2013.**


Ken Perry, Chair


Mark McCaig, Administrator