

TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 8

Tuesday May 22nd, 2012

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday May 22, 2012 at 12:00 Noon.

PRESENT: Councillor Sharon Tibbs, Chair, Councillor Andrew Hallikas, Councillor Ken Perry, Mayor Roy Avis, Mark McCaig, CAO and Laurie Witherspoon, Treasurer.

ALSO PRESENT: Christine Ruppenstein, Human Resources Manager, Sandra Allan, Eh Celebration Committee and Lori Pattison, Secretary.

Called to order 12:10 p.m.

1. Non – Agenda: None
2. Disclosure of pecuniary interest and the general nature thereof: None
3. **Andrew Hallikas – Ken Perry:** that the minutes from the previous meeting on May 8th, 2012 be approved as circulated.

CARRIED.

4. **Delegation:**
 - i) Eh Celebration Planning Committee – Sandra Allan to be in attendance
A presentation was made and the committee had a discussion. The committee would like to have a meeting with organizers from each group involved in Canada Day activities and combine under one group in order to salvage the festivities for this year. The Chamber should also be included as they have taken on the responsibility of the parade this year as well as NCDS with respect to the dragon boat races planned for July 1st as well. Lori Pattison will contact persons involved and arrange a meeting for the week of May 29th.
5. **Christine Ruppenstein:**
 - i) Dress Code Policy, Health and Safety Policy and Workplace Harassment and Violence Policy – a new dress code policy was revised and distributed to all employees to review and provide their feedback.

It was recommended to authorize the approval of the revised Dress Code Policy, the Health and Safety Policy and the Workplace Harassment and Violence Policy.

6. **Laurie Witherspoon:**

- i) 2012 BIA Budget and Tax Rates – recommended to approve the 2012 BIA Budget and authorize that a by-law setting the 2012 BIA tax rates be brought forth.
- ii) Child Care Service Audited Statements – recommend to accept the Child Care Service Auditors Report on Compliance with Agreement for the year ended December 31, 2011 and further that the invoice for audited services be paid.
- iii) Mayors Coalition Financial Request – recommend to receive the Steering Committee for the Mayors Coalition for Affordable, Sustainable and Accountable Policing financial request and that no further action be taken.
- iv) Fort Frances Canadian Bass Championship Financial Request - recommend to provide a donation to the Fort Frances Canadian Bass Championship (FFCBC) in the amount of \$2,000.00 for the 2012 annual bass tournament event scheduled for July 23-28, 2012. Further that the request for a long-term agreement be denied and to continue to request considerations on a year by year basis for the annual tournament.

7. **Outstanding Items:**

- i) Old Shambles Road – CAO/Solicitor – no report.
- ii) Couchiching Sewer and Water Agreement Signage

8. **Non-Agenda Items: None**

9. **Next meeting date: June 5, 2012.**

Sharon Tibbs, Chair

Mark McCaig, Administrator