

TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 15

Tuesday September 18th, 2012

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday September 18, 2012 at 12:00 Noon.

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

ALSO PRESENT: Lori Pattison, Secretary

Called to order 12:20

1. Non – Agenda – None.
2. Disclosure of pecuniary interest and the general nature thereof: Councillor Andrew Hallikas declared a conflict on item 4ii) Councillor Andrew Hallikas, Entertainment Expense and Councillor Sharon Tibbs declared a conflict on item 4i) Councillor Sharon Tibbs – Aboriginal Cultural Awareness Workshop Per Diem.

3. **Ken Perry – Sharon Tibbs:** that the minutes from the previous meeting on September 4, 2012 be approved as circulated.

CARRIED.

Councillor Ken Perry took over the Chair for item 4i).

4. **Laurie Witherspoon:**
 - i) Councillor Sharon Tibbs – Aboriginal Cultural Awareness Workshop Per Diem – recommend to approve the per diem submitted by Councillor Sharon Tibbs I the amount of \$150.00 to attend the Aboriginal Awareness held on September 11, 2012 as outlined in her report.

Councillor Sharon Tibbs took the Chair back for the remainder of the meeting.

- ii) Councillor Andrew Hallikas – Entertainment Expense – recommend to approve the Entertainment Expense Reimbursement claim as submitted by Councillor Andrew Hallikas in the amount of \$67.63 for the August 30, 2012 medical student tour luncheon.
- iii) Accounts Receivable Customer No. 004651 – recommend to accept the Dominion Final Release Offer in the amount of \$11,283.63 for the settlement of Accounts Receivable Customer No. 004651 outstanding invoice plus accumulated interest and authorizes Treasury to write off the balance owing of \$4,965.22.

5. **Outstanding Items:**

- i) Old Shambles Road – CAO/Solicitor – leave on for future reference.
- ii) Couchiching Sewer and Water Agreement Signage

6. **Information:**

- i) Town of Fort Frances General Fund (Operating) Actuals as at August 31, 2012 – were received
- ii) Town of Fort Frances Water and Sewer Fund (Operating) Actuals to August 31, 2012 – were received
- iii) Town of Fort Frances Capital Fund Budget vs Actual as at August 31, 2012 – were received
- iv) Administration and Finance Department Stats – were received.

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

8. **Next meeting date: October 1st, 2012.**

Sharon Tibbs, Chair

Mark McCaig, Administrator