

## **TOWN OF FORT FRANCES**

### **Administration and Finance Executive Committee**

**Minutes of Meeting No. 14**

**Tuesday September 4<sup>th</sup>, 2012**

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday September 4, 2012 at 12:00 Noon.

**PRESENT:** Councillor Sharon Tibbs, Chair, Councillor Ken Perry, Mayor Roy Avis, and Debbie Scofield, Deputy-Treasurer ( Councillor Andrew Hallikas in at 1:05 p.m.).

**REGRETS:** Mark McCaig, CAO and Laurie Witherspoon, Treasurer.

**ALSO PRESENT:** Glenn Treftlin and Lori Pattison, Secretary

Called to order 12:25

1. Non – Agenda:
  - i) Townsend Theatre
2. Disclosure of pecuniary interest and the general nature thereof: Mayor Roy Avis declared a conflict on item 4ix) Mayor Roy Avis – travel expenses and per diem claim – AMO and Councillor Andrew Hallikas declared a conflict on item 4x) Councillor Andrew Hallikas – travel expenses and per diem claim – AMO.
3. **Ken Perry – Sharon Tibbs:** that the minutes from the previous meeting on August 21, 2012 be approved as circulated.

**CARRIED.**
4. **Debbie Scofield:**
  - i) 2013 Budget Timetable – recommend to approve the 2013 Budget Timetable as presented.
  - ii) Mark McCaig, CAO – AMO – Travel Expenses Claim – recommend to approve the amended travel claim for Mark McCaig, CAO in the amount of \$372.00 for his attendance at the AMO Conference held in Ottawa from August 18 – 22, 2012 as submitted in his report.
  - iii) Sunset Country Travel Association Financial Request – recommend to approve the 2012/13 Northwest Ontario’s Sunset Country Travel Association Membership request in the amount of \$1,891.25 plus applicable taxes.
  - iv) Northwestern Ontario Sports Hall of Fame and Museum Financial Request

recommend to approve a half-page congratulatory advertisement in the Northwestern Ontario Sports Hall of Fame and Museum's 31<sup>st</sup> Annual Induction Dinner Souvenir Program in the amount of \$250.00

- v) Thunder Bay and Area Disaster Relief Fund Financial Request – recommend that the financial request from the Thunder Bay & Area Disaster Relief Committee be received and that no further action be taken.
- vi) Federation of Canadian Municipalities – New Long Term Federal Plan for Municipal Infrastructure Funding Resolution Support – recommend that the 5<sup>th</sup> whereas paragraph of the sample resolution received from the Federation of Canadian Municipalities (FCM) to support the development of a new long term federal plan for municipal infrastructure funding wording, “replacement or repairs to substandard and defective sanitary mains and as a result of replacing the substandard sanitary sewers other municipal infrastructure will be addressed such as aged water mains, the asphalt driving surfaces, sidewalks and storm sewer mains” be inserted.
- vii) Remuneration for Elected Officials – recommended to send it to the Human Resources Department for some further research using other municipalities per diem/honourariums for reference and then bring a report back to the Administration and Finance Executive Committee for recommendation.
- viii) Councillor Paul Ryan – Association of Municipalities of Ontario – AMO Conference Travel and Per Diem claim – recommend to approve the amended per diem and travel claims for Councillor Paul Ryan in the amount of \$1,121.60 to attend the AMO Conference held in Ottawa from August 18 – 22, 2012 as outlined in his report.
- ix) Mayor Roy Avis – Association of Municipalities of Ontario Conference Travel and Per Diem claim – recommend to approve the amended per diem and travel claims for Mayor Roy Avis in the amount of \$1,181.52 to attend the AMO Conference held in Ottawa from August 18 – 22, 2012 as outlined in his report.
- x) Councillor Andrew Hallikas – Association of Municipalities of Ontario Conference Travel and Per Diem claim – recommend to approve the amended per diem and travel claims for Councillor Andrew Hallikas in the amount of \$1,121.60 to attend the AMO Conference held in Ottawa from August 18 – 22, 2012 as outlined in his report.

5. **Outstanding Items:**

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

6. **Information:**

- i) Assessment Review Board – Notice of Hearing List – was received.

7. **Non-Agenda Items:**

- i) Townsend Theatre – there was a concern expressed in regards to the stairs in the auditorium of the Townsend Theatre due to a recent incident in the facility – after some discussion it was recommended to forward the item to the next theatre management advisory committee meeting. ( Councillor Andrew Hallikas advised that he would have it put on the agenda ).

8. **Next Meeting Date: September 18<sup>th</sup>, 2012.**

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Sharon Tibbs, Chair

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Mark McCaig, Administrator