

TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 18

Wednesday November 7, 2012

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Wednesday November 7, 2012 at 12:00 Noon.

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

ALSO PRESENT: Lori Pattison, Secretary

Called to order 12:15

1. Non – Agenda:
 - a) Councillor Andrew Hallikas – NOMA Board Meeting
 - b) Reserve Funds 2012
2. Disclosure of pecuniary interest and the general nature thereof: Councillor Andrew Hallikas declared a conflict on item 6a) Councillor Andrew Hallikas – NOMA Board Meeting and Mayor Roy Avis declared a conflict on item 4v) Mayor Roy Avis – Local Government Networking Session.
3. **Andrew Hallikas – Ken Perry:** that the minutes from the previous meeting on October 16 , 2012 be approved as circulated.

CARRIED.
4. **Laurie Witherspoon:**
 - i) 501 Sixth Street West – Rental Property – recommend to approve the rent increase of 2.5% for 2013 for residential property located at 501 Sixth Street West and further, that a lease agreement with Jane Peterson be approved for the period of March 1, 2013 to February 28, 2014 and that an authorizing by-law be prepared.
 - ii) By-Law No. 6/98 Pacific & Western Bank of Canada Debenture Assignment to Wells Fargo Equipment Finance Company – recommend to approve the Pacific Western debenture transfer, as provided in the Notice of Acknowledge of Assignment, to Wells Fargo Equipment Finance Company.
 - iii) 357/358 Applications for Tax Adjustment re: 818 Phair Avenue – Roll #5912 030 003 11200 0000 and Lane & park of Shevlin Avenue – Roll #5912 030 004 09750 0000 – recommend to approve the adjustment of 2012 taxes under Section 357/358 of the Municipal Act for 818 Phair

Avenue and Lane & Part of Shelvin Avenue properties located in Fort Frances.

- iv) Councillor John Albanese – Local Government Networking Session – recommend to approve the per diem claim for Councillor John Albanese in the amount of \$75.00 to attend the “Getting to Know Your Neighbour” Local Government Networking Session held at the Kay Nah Chi Wah Nung Historial Centre on October 16, 2012 as outlined in his report.
- v) Mayor Roy Avis – Local Government Networking Session – recommend to approve the travel expense claim submitted by Mayor Roy Avis in the amount \$30.57 to attend the “Getting to Know Your Neighbour” Local Government Networking Session held at the Kay Nah Chi Wah Nung Historial Center on October 16, 2012 as outlined in his report.
- vi) Town of Fort Frances Schedule of Fees – recommended a 1% increase across the board – look at changes in light of the penny being eliminated and to develop a policy effective February 2013.
- vii) Town of Fort Frances – Schedule of Fees – Schedule “B” – recommend to approve as presented.

5 Outstanding Items:

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

6. Non – Agenda Items:

- a) Councillor Andrew Hallikas – NOMA Board Meeting – recommend to approve the per diem claim for Councillor Andrew Hallikas in the amount \$150.00 for attending the NOMA Board Meeting held in Thunder Bay on November 1, 2012 as outlined in his report.
- b) Reserve Funds 2012 – were received as information.

7. Information Items:

- i) Town of Fort Frances General Fund (Operating) actuals as at October 31, 2012 – were received.
- ii) Town of Fort Frances Water and Sewer Fund (Operating) actuals to October 31, 2012 were received.

- iii) Town of Fort Frances – Capital Fund Budget vs. Actual as at October 31, 2012 – were received.
- iv) Administration and Finance Department Stats for the period ending October 31, 2012 – were received.

8. Next meeting date – November 20th, 2012.

Adjournment at 12:45 p.m.

Sharon Tibbs, Chair

Mark McCaig, Administrator