



TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 1

Tuesday, January 7, 2014

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday, January 7, 2014 at 12:00 p.m.

PRESENT: Councillor Ken Perry, Councillor Hallikas, Councillor Paul Ryan and Mayor Avis

ALSO PRESENT: Mark McCaig, CAO and Laurie Witherspoon, Treasurer

REGRETS: None

Called to order 12.05 p.m.

1. **Non – Agenda:** None
2. **Disclosure of pecuniary interest and the general nature thereof:** None
3. **Andrew Hallikas – Paul Ryan:** That the minutes from the previous meeting held on December 3, 2013 be approved as circulated.

CARRIED.

4.
 - i) POA Write-Off Request – The Committee recommended to approve the write-off of 2007 POA accounts receivable as per Provincial Offences Act Collection/Write-Off Policy No. 1.13.
 - ii) Interim Tax Levy for 2014 – The Committee recommended to approve the report and that a by-law be brought forward to authorize an interim tax levy in accordance with the *Municipal Act* and that the due dates be set for February 28, 2014 and March 31, 2014.
 - iii) 2013 Museum Membership & Donation Request for Small Capital Purchases – The Committee recommended that the 2013 Donations for the Museum in the amount \$4,855.00 be set as Deferred Revenue for 2014 Capital purchases and further that the Membership Revenue be maintained in the operational revenue stream to sustain museum operations.
 - iv) Minutes of Settlement – The Committee to receive the Minutes of Settlement for properties located at 1331 Kings Highway, 1537 Kings Highway, 1243 Idylwild Drive, 1709 Colonization Road W., 525 Kings Highway and 1411 Colonization Road W. in Fort Frances for the 2013 taxation year.

5. Outstanding Items:

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

6. Non-Agenda Items: None

7. Information: None

8. Next meeting date: January 21, 2014


Ken Perry, Chair


Mark McCaig, CAO