

TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 9

Tuesday, May 20, 2014

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday, May 6, 2014 at 12:00 p.m.

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

ALSO PRESENT: Debbie Scofield, Deputy Treasurer, Glenn Treftlin, Clerk, Aaron Petrin, HR Manager

REGRETS: Mark McCaig, CAO, Laurie Witherspoon, Treasurer

Called to order 12.00 p.m.

1. **Non-Agenda:**

- i) Mayor R. Avis Resolute FP Meeting Per Diem & Travel Expenses
- ii) Indigent Burial Policy
- iii) Annual Review of Occupational Health & Safety and Workplace Violence & Harassment Policies
- ii)

2. **Disclosure of pecuniary interest and the general nature thereof:** Councillor Paul Ryan declared a conflict of interest on item 4 v) for his travel expenses & per diem claims with regard to the Resolute FP Meeting attended in Thunder Bay; Mayor Roy Avis declared a conflict of interest on item 6 i) for his travel expenses & per diem claims with regard to the Resolute FP Meeting attended in Thunder Bay.

3. **Andrew Hallikas – Paul Ryan:** That the minutes from the previous meeting held on May 6, 2014 be approved as circulated.

CARRIED.

4. i) Councillor D. Kitowski NOMA Per Diem – The Committee recommended to approve the April 24, 2014 per diem claim as submitted by Councillor Doug Kitowski in the amount of \$150.00 to attend a the NOMA Conference.
- ii) OGRA – MMS Litigation Reserve – The Committee recommended to direct the Ontario Good Roads Association to retain the remaining Minimum Maintenance Standards (MMS) Litigation funds in the amount of \$501.00 in their Reserve.
- iii) Rainy River Vet Services Committee Annual Financial Request – The Committee to make a contribution to the Vet Assistance Trust Fund in the amount of \$650.00 to support the request from the Rainy River Vet Services Committee.

- iv) MOS – Requests for Reconsideration – The Committee recommended to receive the Minutes of Settlement for properties located at 1711 Colonization Road W and Sixth Street W (Plan 48M 357 Lot 31 PCL 31-1) for the 2013 taxation year.
- v) Councillor P. Ryan Resolute FP Meeting Per Diem & Travel Expenses – The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$197.00 as submitted by Councillor Paul Ryan for his attendance at a meeting with Resolute Forest Products Ltd. held May 13, 2014 in Thunder Bay.

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:

- i) Mayor R. Avis Resolute FP Meeting Per Diem & Travel Expenses – The Committee recommended to approve the per diem and travel expense claims for Mayor Roy Avis in the amount of \$348.32 to attend a meeting at Resolute Forest Products in Thunder Bay on May 13, 2014.
- ii) Indigent Burial Policy – The Committee recommended adoption of the policy for Burial of Deceased Indigent Patients of Hospitals and Unclaimed Found Bodies.
- iii) Annual Review of Occupational Health & Safety and Workplace Violence & Harassment Policies – The Committee recommended authorization of the annual approval of the Occupational Health and Safety Policy and the Workplace Harassment and Violence Policy.

7. Information:

- i) General Fund Operating, Water & Sewer Financial Statements as at April 31/14
- ii) Capital Fund Financial Statements as at April 30, 2014
- iii) Administration & Finance Department Stats as April 30, 2014

8. Next Meeting Date: Tuesday, June 3, 2014


Ken Perry, Chair


Mark McCaig, CAO