

## TOWN OF FORT FRANCES

### Administration and Finance Executive Committee

Minutes of Meeting No. 15

Tuesday, September 16, 2014

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday, September 16, 2014 at 12:00 p.m.

PRESENT: Councillor Ken Perry, Councillor Andrew Hallikas and Councillor Paul Ryan

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

REGRETS: Mayor Roy Avis

Called to order 12:04 p.m.

1. **Non-Agenda:** None
2. **Disclosure of pecuniary interest and the general nature thereof:** None
3. **Paul Ryan – Andrew Hallikas:** That the minutes from the previous meeting held on September 2, 2014 be approved as circulated.

CARRIED.

4.
  - i) Councillor J. Albanese New Gold Office Opening Travel & Per Diem – The Committee recommended to approve the per diem & travel claims for Councillor John Albanese in the amount of \$107.40 for his attendance at the New Gold Rainy River Project Emo Office grand re-opening held in Emo on August 28, 2014.
  - ii) M. McCaig, CAO Purchase Card Expenses – The Committee recommended to approve the Purchase Card expenses for Mark McCaig, CAO for ground transportation and airport parking in the amount of \$161.50 with regard to travel expenses for the AMO Conference held in London, Ontario.
  - iii) Accounts Receivable Uncollectible Accounts – The Committee recommended to approve the write off of Customers #4319, #4489, #10647, #10658 and #10708 Accounts Receivable balances owing in the total amount of \$1,444.79 as uncollectible.
  - iv) Signing Officers Update – The Committee recommended to amend the list of Signing Officers authorized to conduct financial transactions on behalf of the Corporation of the Town of Fort Frances, are any two of the following:

i)	Mayor	Roy Avis
ii)	CAO	Mark McCaig
iii)	Treasurer	Laurie Witherspoon
iv)	Clerk	Elizabeth Slomke.

- v) Rainy River District Stewardship Contribution Proposal – The Committee recommended to support and accept with appreciation the Rainy River District Stewardship donation contribution of up to \$5,000 to be used towards bike racks, landscaping or other environmentally themed portion of the redevelopment project at 235 Scott Street and as set out in their correspondence dated July 23, 2014.
  - vi) Taxation of Certain Railway & Power Utility Lands – The Committee recommended to forward the CN Railway right-of way prescribed taxation matter to the Rainy River District Municipal Association (RRDMA) for support and request that the RRDMA refer this matter to NOMA for support consideration.
6. **Outstanding Items:**
- i) Old Shambles Road – CAO/Solicitor
  - ii) Couchiching Sewer and Water Agreement Signage
7. **Non-Agenda Items:** None
8. **Information:**
- i) General Operating Fund Financial Statement as at August 31, 2014
  - i) Water & Sewer Operating Fund Financial Statements as at August 31, 2014
  - ii) Capital Fund Financial Statement as at August 31, 2014
9. **Next Meeting Date:** Tuesday, October 7, 2014

  
Ken Perry, Chair

  
Mark McCaig, CAO