

TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 16

Tuesday, October 7, 2014

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

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

ALSO PRESENT: Mark McCaig, CAO, Laurie Witherspoon, Treasurer, Aaron Petrin, HR Manager, Debbie Scofield, Deputy Treasurer and Jason Kabel, Community Services Manager

GUEST: Larry Patrick, Fort Frances Lakers

REGRETS: None

Called to order 12:03 p.m.

1. **Non-Agenda:**
 8. i) Councillor J. Albanese NWO Regional Conference Travel & Per Diem
 - ii) Councillor R. Wiedenhoeft NWO Regional Conference Travel & Per Diem
 - iii) Councillor A. Hallikas NWO Regional Conference Travel & Per Diem
 - iv) Councillor K. Perry NWO Regional Conference Travel & Per Diem
2. **Disclosure of pecuniary interest and the general nature thereof:** Councillor Ken Perry declared a conflict of interest on agenda items 6. i) New Gold Rainy River Project Emo Office Grand Re-opening Per Diem and 8. iv) Northwestern Ontario Regional Conference Travel & Per Diem Claim; Councillor Andrew Hallikas declared a conflict of interest on agenda item 8. iii) Northwestern Ontario Regional Conference Travel & Per Diem Claim; Councillor Paul Ryan declared a conflict on interest on agenda item 6. vii) Northwestern Ontario Regional Conference Travel & Per Diem Claim; and Mayor Roy Avis declared a conflict of interest on agenda items 6. viii) Northwestern Ontario Regional Conference Travel & Per Diem Claim and 6. ix) Meeting with K. Boshcoff Entertainment Expense.
3. **Andrew Hallikas – Paul Ryan:** That the minutes from the previous meeting held on September 16, 2014 be approved as circulated.

CARRIED.
4.
 - i) Municipal Insurance Quote 2014/15 – The Committee recommended to accept the Renewal of Municipal Insurance, including Out of Province Medical coverage for Elected Officials under the age of 70 as provided by BFL Canada and represented by Gillons' Insurance Brokers Ltd., for the term November 1, 2014 to November 1, 2015.

5. i) In-Camera:
Andrew Hallikas – Paul Ryan: That the Administration & Finance Executive Committee now meet in-camera to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees.

CARRIED

Councillor Wiedenhoeft Benefit Coverage Request – The Committee Tabled this matter until further information is brought forward.

6. i) Councillor K. Perry New Gold Rainy River Project Emo Office Grand Re-Opening Per Diem Claim – The Committee recommended to approve the per diem for Councillor Ken Perry in the amount of \$75.00 for his attendance at the New Gold Rainy River Project Emo Office grand re-opening held in Emo on August 28, 2014.
- ii) 357/358 Applications for Tax Adjustment – The Committee recommended to approve the adjustment of 2014 taxes under Section 357/358 of the *Municipal Act* for properties located at 786 Kings Highway and 213 Sixth Street W. in Fort Frances.
- iii) Fort Frances Tribal Area Health Services Inc. Request – the Committee recommended to approve a letter of support in principle to the Fort Frances Tribal Area Health Services Inc. to pursue and secure a detox facility for the Rainy River District
- iv) 2015 Vacation Guide Map to Northwestern Ontario – The Committee recommended to approve advertisement in the 2015 Northwestern Ontario Vacation Guide Map at a cost of \$540.00 plus applicable taxes.
- v) Fort Frances Lakers Request for Dudley Hewitt Cup Sponsorship – The Committee's input for the Community Services Executive Committee was to recommend that Council approve a donation in the amount of \$5,500.00, provide Town souvenirs/memorabilia for team gift bags, and that the Mayor open the event ceremonies.
- vi) Double Hatter Firefighter Issue in the Media – The Committee recommended to receive the Double Hatter Firefighter Issue in the Media and that no further action be taken at this time.
- vii) Councillor P. Ryan NOMA Per Diem and Travel Expense Claim – The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$536.00 as submitted by Councillor Paul Ryan for his attendance at the Northwestern Ontario Regional Conference held in Thunder Bay, Ontario.

- viii) Mayor R. Avis NOMA Per Diem and Travel Expense Claim – The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$595.44 as submitted by Mayor Roy Avis for his attendance at the Northwestern Ontario Regional Conference held in Thunder Bay, Ontario.
- ix) Mayor R. Avis Meeting with K. Boshcoff Entertainment Expense Claim – The Committee recommended to approve the Entertainment Expense Reimbursement claim in the total amount of \$30.12 as submitted by Mayor Roy Avis for his meeting with Ken Boshcoff in Thunder Bay, Ontario.
- x) 2015 Budget Presentation/Written Submissions – The Committee recommended:
 - a. Fort Frances Lakers Dudley Hewitt Cup (included Agenda Item 5. v) – donation of \$5,500
 - b. Meals on Wheels – to proceed to the budget
 - c. E-billing for Hydro, Taxes and Water& Sewer billings – Fort Frances Power Corporation will be offering hydro E-billings and have responded in writing to C. Wilde. At the present time the MAS accounting system does not have the capability to offer e-billing for taxes and water& sewer.

7. Outstanding Items:

- i) Old Shambles Road – CAO/Solicitor
- ii) Couchiching Sewer and Water Agreement Signage

8. Non-Agenda Items:

- i) Councillor J. Albanese NWO Regional Conference Travel & Per Diem – The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$588.62 as submitted by Councillor John Albanese for his attendance at the Northwestern Ontario Regional Conference held in Thunder Bay, Ontario.
- ii) Councillor R. Wiedenhoeft NWO Regional Conference Travel & Per Diem – The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$588.62 as submitted by Councillor Rick Wiedenhoeft for his attendance at the Northwestern Ontario Regional Conference held in Thunder Bay, Ontario.
- iii) Councillor A. Hallikas NWO Regional Conference Travel & Per Diem – The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$520.00 as submitted by Councillor Andrew Hallikas for his attendance at the Northwestern Ontario Regional Conference held in Thunder Bay, Ontario.

- iv) Councillor K. Perry NWO Regional Conference Travel & Per Diem – the Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$461.00 as submitted by Councillor Ken Perry for his attendance at the Northwestern Ontario Regional Conference held in Thunder Bay, Ontario.
9. Information:
- i) Administration & Finance Stats as at August 31, 2014
10. **Next Meeting Date:** Tuesday, October 21, 2014


Ken Perry, Chair


Mark McCaig, CAO