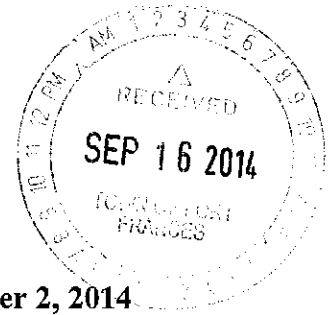


**TOWN OF FORT FRANCES**  
**Administration and Finance Executive Committee**



**Minutes of Meeting No. 14**

**Tuesday, September 2, 2014**

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday, September 2, 2014 at 12:00 p.m.

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

**ALSO PRESENT:** Mark McCaig, CAO, Laurie Witherspoon, Treasurer and Debbie Scofield, Deputy-Treasurer

**REGRETS:** Councillor Andrew Hallikas

Called to order 12:03 p.m.

1. **Non-Agenda:** In-Camera i) Assessment Matter  
ii) Personnel Matter update
2. **Disclosure of pecuniary interest and the general nature thereof:** Councillor Paul Ryan declared a conflict of interest on item 5. i) AMO Conference Travel & Per Diem and Mayor Roy Avis declared a conflict of interest on item 5. ii) AMO Conference Travel, & Per Diem Claim.
3. **Paul Ryan – Ken Perry:** That the minutes from the previous meeting held on August 5, 2014 be approved as circulated.

CARRIED.
4. i) 2014-2015 Insurance Renewal – The Committee recommended that to not proceed with a Municipal Insurance RFP providing the formal quote received from BFL Canada is within range of their preliminary estimate of a five percent increase including the three percent increase in property values, over the 2013/14 term of insurance.
5. i) Councillor P. Ryan AMO Conference Tavel & Per Diem – Administration recommends approval of the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$937.00 as submitted by Councillor Paul Ryan for his attendance at the AMO Conference held in London, Ontario.

- ii) Mayor R. Avis AMO Conference Travel & Per Diem – The Committee recommends to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$1,077.83 as submitted by Mayor Roy Avis for his attendance at the AMO Conference held in London, Ontario.
- iii) M. McCaig, CAO AMO Conference Travel Claim – The Committee recommended to approve the Travel Expense claim in the total amount of \$312.00 as submitted by Mark McCaig, CAO for his attendance at the AMO Conference held in London, Ontario.
- iv) Northwestern Hall of Fame and Museum Financial Request – The Committee recommended to approve a half page advertisement in the Northwestern Ontario Sports Hall of Fame and Museum's 33<sup>rd</sup> Annual Induction Dinner Souvenir Program in the amount of \$250.00 plus applicable taxes.
- v) Request for Reconsideration M.O.S. - The Committee recommended to receive the Minutes of Settlement for property located at 1319 Idylwild Drive in Fort Frances for the 2013 and 2014 taxation year.
- vi) Northwest Ontario's Sunset Country Travel Association – The Committee recommended to approve the Northwest Ontario's Sunset Country Travel Association annual 25cents per capita request in the amount of \$1,988.00 plus HST.
- vii) 2015 Budget Timetable – The Committee recommended to approve the 2015 Budget Timetable as presented.

6. **Outstanding Items:**

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

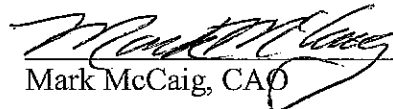
7. **Non-Agenda Items: In-Camera**

**Paul Ryan – Ken Perry:** That the Administration & Finance Committee now meet in-camera in order to address a matter pertaining to a personal matter about an identifiable individual, including municipal or local board employee and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board. **CARRIED.**

- i) Assessment Negotiations – The Committee recommended to proceed as directed.
- ii) Personnel Matter – The Committee recommended to proceed as directed.

8. Information:
- i) General Operating Fund Financial Statement as at July 31, 2014
  - i) Water & Sewer Operating Fund Financial Statements as at July 31, 2014
  - ii) Capital Fund Financial Statement as at July 31, 2014
9. **Next Meeting Date:** Tuesday, September 16, 2014

  
Ken Perry, Chair

  
Mark McCaig, CAO