

TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 19

Tuesday, November 18, 2014

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday, November 18, 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
And Guests Councillor John Albanese, Wendy Brunetta, and June Caul

REGRETS: None

Called to order 12:12 p.m.

1. **Non-Agenda:** i) Wendy Brunetta Queen's Park Travel Claim
ii) Councillor John Albanese Queen's Park Travel Claim
2. **Disclosure of pecuniary interest and the general nature thereof:** Mayor Avis declared a conflict of interest on Agenda Item 4. iv) for his Queen's Park travel expense claim; Councillor Paul Ryan declared a conflict of interest on Agenda Item 4. vi) for his Queen's Park travel expense claim; Councillor Ken Perry declared a conflict of interest on Agenda Item 4. viii) for his Queen's Park travel expense claim; Councillor John Albanese declared a conflict of interest on Agenda Item 6. ii) for his Queen's Park travel expense claim.
3. **Andrew Hallikas – Paul Ryan:** That the minutes from the previous meeting held on November 5, 2014 be approved as circulated.

CARRIED
4. **Laurie Witherspoon, Treasurer**
 - i) 2015 Draft Corporate Operating Budget, Administration & Finance Operating Budget, and General Government Capital Budgets – The Committee reviewed the draft budgets presented.
 - ii) 2015 User Fees (Direction), - The Committee recommended a general 2.6% increase for the 2015 User Fees with the exception of any specific fees that have been identified to remain at the 2014 user fee rates, new rates established, or any user fee that required individual evaluation, and with the exclusion of water & sewer rates that will be brought forward separately in January/February 2015. Further that the 2015 user fee rates schedule be brought forward to a Special Committee of the Whole meeting to be scheduled on or about December 8, 2014.

- iii) M. McCaig, CAO Purchase Card Expenses – The Committee recommended to approve the purchase card expenses for Mark McCaig, CAO. in the amount of \$283.35.
- iv) Mayor Roy Avis Queen's Park Travel Claim – The Committee recommended to approve the Travel Expense claim for November 3 & 4, 2014 in the total amount of \$100.00 as submitted by Mayor Roy Avis to attend the Rainy River District Delegation at Queen's Park.
- v) Councillor R. Wiedenhoeft Queen's Park Travel Claim – The Committee recommended to approve the Travel Expense claim for November 3 & 4, 2014 in the total amount of \$110.00 as submitted by Councillor Rick Wiedenhoeft to attend the Rainy River District Delegation at Queen's Park.
- vi) Councillor P. Ryan Queen's Park Travel Claim – The Committee recommended to approve the Travel Expense claim for November 3 & 4, 2014 in the total amount of \$115.00 as submitted by Councillor Paul Ryan to attend the Rainy River District Delegation at Queen's Park.
- vii) 357/358 Application re: 325 Scott Street – The Committee recommended to approve the adjustment of 2014 taxes under Section 357/358 of the *Municipal Act* for property located at 325 Scott Street in Fort Frances.
- viii) Councillor K. Perry Queen's Park Travel Claim – The Committee recommended to approve the Travel Expense claim for November 3 & 4, 2014 in the total amount of \$135.00 as submitted by Councillor Ken Perry to attend the Rainy River District Delegation at Queen's Park.
- ix) Boards and Committees By-law and Policies – The Committee recommended that the by-law to limit the tenure of office of appointments by Council to Boards and Committees be amended to read, "that any Board or Committee member who, as of November 30th in the final year of their term of appointment, has served the maximum of eight (8) consecutive years on a board or committee, shall not be eligible for reappointment to such a board or committee until December 1st in the next succeeding year. Council has the authority to, and may, forego the enforcement of term limits (on a specific Board or Committee) if an insufficient number or unsuitable applications are received.

5. Outstanding Items:

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

6. **Non-Agenda Items:**

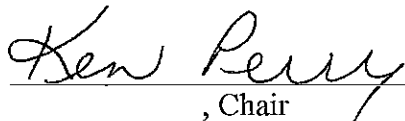
- i) Wendy Brunetta Queen's Park Travel Claim – The Committee recommended to approve the Travel Expense claim for November 3 & 4, 2014 in the total amount of \$110.00 as submitted by Councillor Elect Wendy Brunetta to attend the Rainy River District Delegation at Queen's Park.
- ii) Councillor John Albanese Queen's Park Travel Claim – The Committee recommended to approve the Travel Expense claim for November 3 & 4, 2014 in the total amount of \$100.00 as submitted by Councillor John Albanese to attend the Rainy River District Delegation at Queen's Park.

7. **Information:**


- i) General Operating Fund Financial Statement as at October 31, 2014
- ii) Water & Sewer Operating Fund Financial Statements as at October 31, 2014
- iii) Capital Fund Financial Statement as at October 31, 2014
- iv) Administration & Finance Executive Stats as at October 31, 2014

8. **Information:** None

9. **Next Meeting Date:** Tuesday, December 9, 2014



, Chair


for _____
Mark McCaig, CAO