

TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 004

Tuesday January 18th, 2011

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday January 18th, 2011 at 12:00 noon.

PRESENT: Councillor Sharon Tibbs, Councillor Ken Perry, Councillor Andrew Hallikas, Mark McCaig, CAO and Laurie Witherspoon, Treasurer.

REGRETS: Mayor Roy Avis

ALSO PRESENT: Glenn Treftlin, Clerk, Randy Thoms (B93) and Lori Pattison, Secretary.

Called to order 12:10 p.m.

1. Non – Agenda Items: a) In-Camera – 1578289 Ontario Limited - Agreement
b) Councillor Orientation – Emo – January 28, 2011
2. Disclosure of pecuniary interest and the general nature thereof - Councillor Sharon Tibbs declared a conflict on item 5ii) Councillor Sharon Tibbs – Per Diem Claim.
3. **Ken Perry – Andrew Hallikas:** that the minutes from the previous meeting on January 4, 2011 be accepted as circulated.

CARRIED.

4. Mark McCaig:
 - i) Media Relations – recommend to waive the fees for the provision of council agenda materials for the three local media outlets (B93FM, Fort Frances Times and West End Weekly) or other media as requested, ensure that council continues to receive council materials prior to the media, to have Human Resources review the media policy with input from the media, to consider all media forms when evaluating publicity value and to review the Notice By-Law 64/02 for any potential amendments.
5. Laurie Witherspoon:
 - i) POA Write-Off Request – recommend to approve the POA accounts receivable annual write-off in the amount of \$77,510.91 in accordance with Provincial Offences Act Collection/Write-off Policy No. 1.13.

Councillor Ken Perry took over the chair for item 5ii)

- ii) Councillor Sharon Tibbs – Per Diem Claim – recommend to approve the

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ACTION

per diem claim for Councillor Sharon Tibbs in the amount of \$75.00 for attendance at the RRDMA meeting held in the Township of Alberton on December 15, 2010.

- iii) Safe Communities – Rainy River District Financial Request – recommend to approve the Safe Communities Rainy River District (Rainy River Valley Safety Coalition) \$0.50 per capita financial request in the amount of \$4,051.50.
 - iv) Mark McCaig – CAO – Purchase Card Expenses – recommend to approve Mark McCaig – CAO – Purchase Card Expenses in the amount of \$267.78 as listed in his report.
6. Outstanding Items:
- i) Old Shambles Road – CAO/Solicitor. – no report
 - ii) Couchiching Sewer and Water Agreement Signage – no report.

7. Non Agenda Items:

In-Camera

a) 1578289 Ontario Limited Agreement Update

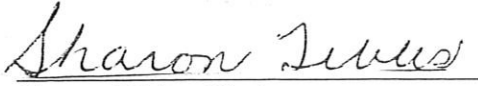
Ken Perry – Andrew Hallikas – that this regular meeting of the Administration Finance Executive Committee now meet in-camera in order to address a matter pertaining to: a proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes; litigation or potential litigation, including matters before administrative tribunals, affecting the municipality of local board.


CARRIED.

A discussion took place and direction was received.

- b) Councillor Orientation Training – Emo – January 28, 2011 – recommend to approve the registration and associated costs to attend the Councillor Orientation Training Session to be held in Emo on January 28, 2011.

8. Next Meeting Date: February 15, 2011.


Sharon Tibbs, Chair


Mark McCaig, Administrator