

TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 21

Tuesday October 4th, 2011

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday October 4th, 2011 at 12:00 noon.

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

ALSO PRESENT: Christine Ruppenstein, Human Resources Manager, Debbie Scofield, Deputy – Treasurer and Lori Pattison, Secretary.

Called to order 12:10 p.m.

1. Non – Agenda
 - a) Old Library Agreement – In-Camera
 - b) Councillor Andrew Hallikas – RRDMA Travel and Per Diem Claims
 - c) Councillor John Albanese – RRDMA Travel and Per Diem Claims
 - d) Meals on Wheels – 2012 Financial Support
 - e) Budget Meeting – 2012 Considerations
2. Disclosure of pecuniary interest and the general nature thereof – Councillor Andrew Hallikas declared on item 6iii) Councillor Andrew Hallikas – NWO Regional Conference Travel and Per Diem Claim and item 8ii) Councillor Andrew Hallikas – RRDMA Travel and Per Diem Claims, Mayor Roy Avis declared on items 6iv) Mayor Roy Avis – NWO Regional Conference Travel and Per Diem Claims and Councillor Ken Perry declared on item 6vi) Councillor Ken Perry – RED Committee Meeting Travel and Per Diem Claims.

3. **Andrew Hallikas – Ken Perry:** THAT the minutes from the previous meeting of September 20, 2011 be approved as circulated.

CARRIED.

4. **In-Camera:**

Andrew Hallikas – Ken Perry : THAT this regular meeting of the Administration and 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; the receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose;

- i) CUPE Collective Bargaining
- ii) Old Library Building Agreement

Discussions took place and direction was received.

5. **Debbie Scofield:**

- i) Request for Proposal (RFP) for Municipal Insurance –recommended to award the Request for Proposal for Municipal Insurance (#11-AF-13) to BFL Canada represented by Gillon’s Insurance Brokers Ltd.

6. **Laurie Witherspoon:**

- i) Councillor Paul Ryan – NWO Regional Conference Travel and Per Diem Claims – recommend to approve the per diem and travel claims for Councillor Paul Ryan in the amount of \$780.60 to attend the Northwestern Ontario Regional Conference held in Thunder Bay from September 21-23, 2011 as outlined in his report.
- ii) Councillor John Albanese – NWO Regional Conference Travel and Per Diem Claim – recommend to approve the per diem and travel claims for Councillor John Albanese in the amount of \$931.61 to attend the Northwestern Ontario Regional Conference held in Thunder Bay from September 21-23, 2011 as outlined in his report.
- iii) Councillor Andrew Hallikas – NWO Regional Conference Travel and Per Diem Claim – recommend to approve the per diem and travel claims for Councillor Andrew Hallikas in the amount of \$1,140.94 to attend the Northwestern Ontario Regional Conference held in Thunder Bay from September 21-23, 2011 as outlined in his report.
- iv) Mayor Roy Avis – NWO Regional Conference Travel and Per Diem Claim – recommend to approve the per diem and travel claims for Mayor Roy Avis in the amount of \$837.62 to attend the Northwestern Ontario Regional Conference held in Thunder Bay from September 21-23, 2011 as outlined in his report.
- v) Councillor Rick Wiedenhoeft – NWO Regional Travel and Per Diem Claims – recommend to approve the per diem and travel claims for Councillor Rick Wiedenhoeft in the amount of \$601.37 to attend the Northwestern Ontario Regional Conference held in Thunder Bay from September 21-23, 2011 as outlined in his report.
- vi) Councillor Ken Perry – RED Committee Meeting Travel and Per Diem Claims – recommend to approve the travel expense and per diem claims

for Councillor Ken Perry in the amount of \$102.00 to attend the RED Committee meeting held in Emo on September 8, 2011.

- vii) MOS – Requests for Reconsideration re: 858 Sixth Street West Roll #5912 010 004 12308 0000 – recommend to receive the Minutes of Settlement for property located at 858 Sixth Street West located in Fort Frances.
 - viii) 357/358 Applications for Tax Adjustment re: 1107 Second Street East Roll #5912 030 006 10100 0000, 328 First Street East Roll #5912 020 003 00700 0000 and 1233 Idylwild Drive Roll #5912 030 007 17500 0000 – recommend to approve the adjustment of 2011 taxes under Section 357/358 of the Municipal Act for 1107 Second Street East, 328 First Street East and 1233 Idylwild Drive properties located in Fort Frances.
 - ix) Councillor Rick Wiedenhoeft – RRDMA Per Diem Claim – recommend to approve the per diem claim for Councillor Rick Wiedenhoeft in the amount of \$75.00 for attendance at the Rainy River District Municipal Association Meeting on September 29, 2011 as outlined in his report.
7. **Outstanding Items:**
- i) Old Shambles Road – CAO/Solicitor – no report
 - ii) Couchiching Sewer and Water Agreement Signage – no report
8. **Non-Agenda Items:**
- i) Library Agreement – discussed previously during the in-camera session direction was given.
 - ii) Councillor Andrew Hallikas – RRDMA Travel Expenses and Per Diem Claims – recommend to approve the per diem claim and travel costs for Councillor Andrew Hallikas in the total amount of \$102.00 to attend the RRDMA General Meeting held in Emo on September 29, 2011 as listed in his report.
 - iii) Councillor John Albanese – RRDMA Per Diem and Travel Claims – recommend to approve the per diem claim for Councillor John Albanese in the total amount of \$75.00 to attend the RRDMA General Meeting held in Emo on September 29, 2011 as listed in his report.
 - iv) Meals on Wheels – 2012 Financial Support – recommend that the Fort Frances Meals on Wheels request for financial support in the amount of \$18,000.00 be forwarded for inclusion in the 2012 Operating Budget process.

- v) Budget Meeting 2012 Considerations – were received.
9. **Next Meeting Date: October 18th, 2011.**

Sharon Tibbs, Chair

Mark McCaig, Administrator