

## TOWN OF FORT FRANCES

### Administration and Finance Executive Committee

#### Minutes of Meeting No. 18

Tuesday August 16<sup>th</sup>, 2011

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday August 16<sup>th</sup>, 2011 at 1:30 p.m.

PRESENT: Councillor Sharon Tibbs, Councillor Ken Perry, Councillor Andrew Hallikas, Mayor Roy Avis (1:30 – 2:10), Mark McCaig, CAO, and Laurie Witherspoon, Treasurer.

ALSO PRESENT: L. Pattison, Secretary and G. Treftlin (1:30 – 2:15 p.m.)

Called to order 1:30 p.m.

1. Non – Agenda
  - i) Application for Demo Grant – re: Robert Dawkin
2. Disclosure of pecuniary interest and the general nature thereof – Mayor Roy Avis declared a conflict on item 5ii) Mayor Roy Avis – Purchase Card Expenses.
3. **Andrew Hallikas – Ken Perry:** THAT the minutes from the previous meeting of August 2, 2011 be approve as circulated. **CARRIED**
4. **In-Camera\* -**

**Andrew Hallikas – Ken Perry:** THAT 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.

- i) Personnel Matter: - a discussion took place and direction to proceed was given.
  - ii) item 5i) Proposal from Fort Frances Power Corporation re: Solar Panel Project Financing was discussed in-camera and direction was given.
5. **Laurie Witherspoon:**
  - i) Proposal from Fort Frances Power Corporation re: Solar Panel Project Financing – previously discussed under in-camera issues.

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Recommendation forwarded on to council to approve the recommendation of the Administration and Finance Executive Committee to pursue typical options available to the Town for the financing of three Solar micro FIT Generation Installations at the Public Works Building, Memorial Sportscentre and Children's Complex in the amount of \$276,266 (\$271,488 plus \$4,778 being the non-rebateable portion of HST). Further, that the Operations & Facilities division prepare a maintenance costing analysis.

Councillor Andrew Hallikas took over the chair for item 5ii) due to conflict from Councillor Ken Perry.

- ii) Councillor Ken Perry – RED Committee Meeting Travel & Per Diem Claims – to recommend to approve the travel expense and per diem claims for Councillor Ken Perry in the total amount of \$102.00 to attend the RED Committee meeting held in Emo on July 14, 2011.
  - iii) MOS – Requests for Reconsideration re: 521 Church Street (2011); 527 Church Street (2011); and 713 King's Highway (2011) – recommend to receive the Minutes of Settlement for properties located at 521 Church Street, 527 Church Street and 713 Kings Highway located in Fort Frances.
  - iv) Amended Property Assessment Notice re: 319 Third Street West (2011) – recommend that the Amended Property Assessment Notice for 319 Third Street West be processed.
6. **Debbie Scofield:**
- i) Request for Proposal for Municipal Insurance – recommend to issue a Request for Proposal for the provision of Municipal Insurance for the Town of Fort Frances, for a four year term beginning November 1, 2011, with annual renewal rates and service provision.
7. **Outstanding Items:**
- i) Old Shambles Road – CAO/Solicitor. – no report
  - ii) Couchiching Sewer and Water Agreement Signage – no report
8. **Non-Agenda Items** – None
9. **Information Items:**
- i) 2011 PIL – International Bridge Prescribed Tax (information) – reduction in assessment therefore a shortfall of \$25,111.16.

- ii) 2011 Reserve Funds – were received.
- iii) Administration and Finance Department Stats for the period ending June 30, 2011 – were received.

10. **Next Meeting Date:** August 16<sup>th</sup>, 2011.

Adjournment – Ken Perry – 1:05

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Sharon Tibbs, Chair

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Mark McCaig, Administrator