

TOWN OF FORT FRANCES

Administration and Finance Executive Committee

Minutes of Meeting No. 22

Tuesday November 8th, 2011

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday November 8th, 2011 at 12:00 noon.

PRESENT: Councillor Sharon Tibbs, Councillor Andrew Hallikas, Councillor Ken Perry, Mark McCaig, CAO, Mayor Roy Avis and Debbie Scofield, Deputy Treasurer.

ALSO PRESENT: Travis Rob, Sustainability Coordinator, Glenn Treftlin, Clerk, Councillor Paul Ryan and L. Pattison, Secretary.

Called to order 12:15 p.m.

1. Non – Agenda
 - a) Councillor Ken Perry – Per Diem and Travel Expense
2. Disclosure of pecuniary interest and the general nature thereof – Councillor Sharon Tibbs declared a conflict on item 6ii) Councillor Sharon Tibbs Per Diem Claim and Councillor Ken Perry declared a conflict on item 10a) Councillor Ken Perry – Travel Expenses and Per Diem Claims.
3. **Ken Perry – Andrew Hallikas:** THAT the minutes from the previous meeting of October 4, 2011, be approved as amended. (minutes showed that Councillor Perry was absent but he was present).

CARRIED.

4. Travis Rob:
 - i) Project Funding Being Utilized from Northern Ontario Heritage Fund

There is one main funding source from the Northern Ontario Heritage Fund that the town can utilize in the short term for the Community Sustainability Plan. However there are other programs that the Town might be able to utilize in the future for other projects or staffing needs.
 - ii) Current Grant Opportunities for Retrofits. Studies and Capital Projects with Sustainability and Energy Efficiency Priorities

There are currently programs to be utilized for funding of many of the energy or sustainability initiatives currently being evaluated for our municipal facilities. After the provincial election there may be more programs opening up or expansions to the current programs. The programs that are currently available do not have a deadline for

application in the near future so the Town will be able to utilize these programs beyond this year.

5. Glenn Treftlin:
 - i) Civil Marriage Services – wedding rehearsals – recommend to direct the Clerk to implement fees for marriage services for attendance at wedding rehearsals, renewal of wedding vows and charge for travel time and distance to and from marriage venues outside the Town's boundary.
6. Debbie Scofield:
 - i) 501 Sixth Street West – Rental Property – recommend to approve a rent increase of 3.17% for 2012 for residential property located at 501 Sixth Street West. Further, that a lease agreement with Jane Peterson be approved for the period of March 1, 2012 to February 28, 2013 and that an authorizing by-law be prepared.
 - ii) MOS – Requests for Reconsideration re: 800 Scott Street (2011) Roll #5912 030 002 02400 0000 – recommend to receive the Minutes of Settlement for property located at 800 Scott Street located in Fort Frances.
 - iii) 357/358 Applications for Tax Adjustment re: 555 Scott Street, Roll #5912 020 002 05900 0000 and 1210 Olde Shambles Road, Roll #5912 010 005 02407 0000 – recommend to approve the adjustment of 2011 taxes under Section 357/358 of the Municipal Act for 555 Scott Street and 1210 Old Shambles Road properties located in Fort Frances.
 - iv) Uniquely Me Program Financial Request – recommend to deny the donation request from the Uniquely Me Program.
 - v) Fort Frances Volunteer Bureau – Christmas Dinner Financial Request – recommend to recognize the worthiness of the Annual Christmas Dinner, however the donation request from the Fort Frances Volunteer Bureau be received and that no further action be taken.
 - vi) J. Kivimaki and J. Fournier – Partial Water and Sewer Billing Rebate –
 1. That the letter from Jennifer Kivimaki-Jordan Fournier of 819 Church Street, East in regards to water quality concern has been addressed.
 2. That Jennifer Kivimaki-Jordan Fournier of 819 Church Street, East will be credited or reimbursed for 100% of the water portion of her water and sanitary sewer service costs from November of 2010 to November

of 2011. The total amount of credit or reimbursement is \$424.24.

3. That on-going forward Jennifer Kivimaki-Jordan Fournier of 819 Church Street East will not be charged for the water portion of her water and sanitary sewer service costs from November 2011 to until the new looping watermain is installed and fully operational in the Shelvin Wood yard.

Councillor Ken Perry took the chair for the next item

- vii) Councillor Sharon Tibbs – Per Diem Claim – recommend to approve the Per Diem Claim for Councillor Sharon Tibbs in the total amount of \$75.00 for attendance at the RRDMA meeting held in the Township of Alberton on October 27, 2011 as submitted in her report.

Councillor Sharon Tibbs took the chair for the remainder of the meeting

- viii) Mayor Roy Avis – Travel Expenses and Per Diem Claims – recommend to Approve the per diem and travel claims for Mayor Roy Avis in the total amount of \$1,255.89 for his attendance at the RRDMA General Meeting held in Emo on September 29, 2011, the OAPSB Zone Meeting held in Thunder Bay from October 19 – 21, 2011 and the Red Lake Airport Grand Opening on October 27, 2011.
 - ix) 2012 User Fee Schedule – recommend to direct Administration to bring the matter of the 2012 User Fee Schedule forward to the Committee of Whole of Council for discussion.
7. Mark McCaig:
 - i) Official Plan – recommended to forward on to council for their approval.
 8. Information Items:
 - i) 2011 Reserve Funds – received as presented.
 - ii) Northwestern Health Unit – 2010 Public Health Rebate – received.
 - iii) 2012 Draft Operating Budgets – were received for committees information and recommendation at the next Administration and Finance Executive Meeting. Forward as prescribed.
 9. **Outstanding Items:**
 - i) Old Shambles Road – CAO/Solicitor – no report
 - ii) Couchiching Sewer and Water Agreement Signage – no report

10. **Non-Agenda Items:**

- a) Councillor Ken Perry – Travel Expenses and Per Diem Claims – recommend to approve the per diem and travel claims for Councillor Ken Perry in the total amount of \$102.00 to attend the Regional Economic Development Commission meeting held in Emo on October 27, 2011 as outlined in his report.

11. **Next Meeting Date: November 22, 2011**

Sharon Tibbs, Chair

Mark McCaig, Administrator