

## TOWN OF FORT FRANCES

### Administration and Finance Executive Committee

#### Minutes of Meeting No. 23

Tuesday November 22<sup>nd</sup>, 2011

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday November 22<sup>nd</sup>, 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: Rick Hallam, Superintendent, Planning and Development, Faye Flatt, Municipal Planner, Christine Ruppenstein, Human Resources Manager and Lori Pattison, Secretary.

Called to order 12:10 p.m.

1. Non – Agenda: None
2. Disclosure of pecuniary interest and the general nature thereof – Councillor Andrew Hallikas declared a conflict on item 5i) Councillor Andrew Hallikas – Noma Board Meeting Per Diem Claim.
3. **Andrew Hallikas – Sharon Tibbs:** THAT the minutes from the previous meeting of November 8, 2011, be approved as circulated.

CARRIED.
4. Christine Ruppenstein:
  - i) Strategic Planning Objective – Research of Possible Funding Opportunities – will authorize the forwarding of the Celebrate Ontario information to the Chair of the Bass Tournament, Chair of the July 1<sup>st</sup> Committee, Chair, Tug of War Committee and any other relevant committees and the forwarding of the NCIR information to the Economic Development Corporation.
5. Laurie Witherspoon:
  - i) Councillor Andrew Hallikas – Noma Board Meeting Per Diem – recommend to approve the per diem claim for Councillor Andrew Hallikas in the amount of \$150.00 to attend the Noma Board Meeting held in Thunder Bay on November 16, 2011.
  - ii) 2012 Draft Operating Budgets – committees input was received – will be forwarded on to the 2012 Budget process.
6. Mark McCaig:
  - i) Official Plan – recommended to forward on to council for their approval.

7. Information Items:
  - i) Administration and Finance Department Stats for the period ending October 3, 2011 – were received as information.
  - ii) Town of Fort Frances General Fund ( Operating) actuals as at October 31, 2011, Water and Sewer Fund (Operating) actuals to October 31, 2011 and Capital Fund Budget vs Actual as at October 31, 2011 – were received as Information.
8. **Outstanding Items:**
  - i) Old Shambles Road – CAO/Solicitor – no report
  - ii) Couchiching Sewer and Water Agreement Signage – no report
9. **Non-Agenda Items:** None.
10. **Next Meeting Date: December 6, 2011**

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Sharon Tibbs, Chair

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Mark McCaig, Administrator