

## TOWN OF FORT FRANCES

### MINUTES

### SESSION NO. 15

November 3, 2020

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre and Virtually on November 3, 2020 from Noon to 12:43 p.m.

PRESENT: Chairperson W. Brunetta, Councillors D. Judson and A. Hallikas, Mayor J. Caul (ex-officio)

ALSO PRESENT: D. Brown, CAO, D. Galusha, Treasurer, J. Hughes, IT Manager, R. Thoms, B93.1 The Border, K. Lawson, Deputy Clerk

#### **1. Call to Order - Noon**

#### **2. Disclosure of pecuniary interest and the general nature thereof - No matters identified**

#### **3. Approval of Previous Committee Minutes**

3.1 Session No. 14 dated October 20, 2020.

Judson-Hallikas: Approved as presented.

CARRIED

#### **4. New Business**

##### **4.1 Multi Function Printer Leases - 2020.**

J. Hughes, IT Manager was in attendance too provide an overview of this report. Committee recommended approval of a lease and maintenance agreement with Thunder Bay Xerographix Inc for two replacement multi function printers to be deployed in the Fire Hall and Sports Centre at a quarterly lease cost of \$600 over a period of 66 months.

##### **4.2 2021 Budget Timetable.**

D. Galusha, Treasurer provided an overview of the report. Committee recommended approving the 2021 Budget Timetable as presented with start time of 2:00 p.m. for all Special Committee of the Whole Budget meetings.

##### **4.3 357-358 Applications for Tax Adjustment re: 125 Third Street East (2020) - Roll #5912-020-008-03400-0000.**

D. Galusha, Treasurer provided an overview of the report. Committee recommended the processing of the adjustment for 2020 taxes for the period July 31 to December 31, 2020 under Section 357/358 of the **Municipal Act** for property located at 125 Third Street East resulting from the property qualifying for a property tax exemption under subsection 3(1)11 of the Assessment Act as "land owned, used and occupied by a non-profit philanthropic corporation for the purpose of a house of refuge."

##### **4.4 Consumer Price Index (CPI) Increase for 2021 User Fees.**

D. Galusha, Treasurer provided an overview of the report. Committee recommended that direction be provided to direct division managers to affect a 0.6% user fee increase for 2021, reflective of the Ontario Consumer Price Index inflationary increase, for Executive Committee review.

#### **5. Outstanding Items**

5.1 Signage at entrance to Town (Mayor Caul) - deferred from October 20th, 2020 meeting.

A discussion was had. Direction was given to forward this matter to the Budget Process. It will now be removed from the Administration and Finance Executive Committee agenda.

5.2 Virtual Meeting Options.

J. Hughes, IT Manager was in attendance to provide an overview of the report. A discussion was had. Direction was provided to the IT Manager. This matter will be deferred to the next meeting of the Administration and Finance Executive Committee.

**6. Adjourn / Next Meeting Date - November 17, 2020**

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Executive Committee Chair

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D. Brown, CAO