

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 4  
ANNUAL GENERAL  
MEETING

December 12, 2019

The Annual General Meeting of Fort Frances Municipal Non-Profit Housing Corporation of the Town of Fort Frances was held in the Committee Room, Civic Centre on December 12, 2019 from 12:14 p.m. to 12:32 p.m.

PRESENT: G. McBride, President/Chair, D. McTaggart, G. Beadle, Councillor A. Hallikas

ALSO PRESENT: F. Sinninghe, Financial Analyst, S. Weir, Integrated Services Manager, RRSDDAB, K. Lawson, Board Secretary

REGRETS: Councillor W. Brunetta, C. Mallory, C. Gray

**1. Call to Order**

**2. Disclosure of pecuniary interest and the general nature thereof**

**3. Approval of Agenda as presented.**

3.1 Annual General Meeting agenda dated December 12, 2019.

18/19 Beadle-McTaggart: THAT the December 12th, 2019 Annual General Meeting agenda as prepared be approved.

CARRIED

**4. Approval of Previous Minutes**

4.1 Session No. 3 dated September 19, 2019.

19/19 Beadle-McTaggart: THAT the minutes of the regular meeting dated September 19th, 2019 be approved as distributed.

CARRIED

**5. New Business**

5.1 Current Year 3rd Quarter Financial Statements:  
F. Sinninghe, Financial Analyst, RRDSSAB presented the financial statement for Current Year 3rd Quarter Financial Statements (September 2019 and October 2019). Board recommended approval for same.

5.2 September 2019 Financial Statement.

5.3 October 2019 Financial Statement.

20/19 Beadle-McTaggart: THAT the financial statements for the months dated September 30th, 2019 and October 31st, 2019 be approved as presented by Rainy River District Social Services Administration Board.

CARRIED

5.4 Property Management/Operational Services Agreement - RRDSSAB Letter of Intent to Renew.

21/19 McTaggart-Beadle: THAT the Letter of Intent dated December 4, 2019 re: Letter of Intent - 3 Year Extension for Full Property Management of Fort Frances Municipal Non-

Profit Housing Corporation be received and:  
FURTHER that the Issue Sheet dated December 5, 2019 re: Fort Frances Municipal Non-Profit Housing Corporation Property Management Agreement as prepared by S. Weir, Integrated Services Manager laying out the proposed 3 year renewal having been reviewed now be approved.

CARRIED

- 5.5 Draft 2020 Capital Works Plan.  
S. Weir, Integrated Services Manager RRDSSAB presented the 2020 Draft Capital Budget. Board recommended approval of the Budget Materials.

- 22/19 McTaggart-Beadle: THAT the 2020 Draft Capital Budget as prepared and distributed by RRDSSAB be approved.

CARRIED

- 5.6 Appointment of Auditors for Current Year. Board approved that appointment of BDO Canada LLP as auditors for the year ended 2019.

- 23/19 Beadle-McTaggart: THAT the Board of the Fort Frances Municipal Non-Profit Housing Corporation appoint BDO Canada LLP as auditors for the year ended 2019.

CARRIED

- 5.7 Appointment of Officers for Ensuing Year:  
1) President  
2) Vice President  
3) Treasurer  
4) Secretary  
- this item will be deferred to the next regular meeting to allow for all members to be in attendance.

## 6. Standing Items

- 6.1 Agenda Template. - reviewed.

## 7. Adjourn / Next Meeting Date - March 19, 2020

The meeting adjourned *sine die* at 12:32 p.m.

---

President / Chairperson

---

Secretary