

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 11

September 8, 2020

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre and virtually to members off-site on September 8, 2020 from Noon to 1:17 p.m. Roll call was provided by Councillor W. Brunetta to confirm attendees.

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

ALSO PRESENT: D. Brown, CAO, D. Galusha, Treasurer, T. Moffit, Fire Chief/CEMC (Noon to 1:06 p.m.), J. Hughes, Information Technology Manager, E. Slomke, Clerk, K. Lawson, Deputy Clerk

1. **Call to Order - Noon**
2. **Disclosure of pecuniary interest and the general nature thereof - None**
3. **Approval of Previous Committee Minutes**

3.1 Session No. 10 dated August 4, 2020.

Judson-Hallikas: Approved as presented.

CARRIED

4. Items Referred from Council

- 4.1 Bear Clan Patrol Request.
- A verbal summary of the request was provided by D. Galusha, Treasurer. Committee recommended providing a \$500.00 donation through the Council Public Relations budget to the Bear Clan Patrol Fort Frances and to seek other donations from divisions within the Town.

5. New Business

- 5.1 357/358 Applications for Tax Adjustment re: 400 Eighth Street East (2020).
- A verbal summary of the report was provided by D. Galusha, Treasurer. Committee recommended processing the adjustment for 2020 taxes for the period January 19 to December 31, 2020 under Section 357/358 of the ***Municipal Act*** for property at 400 Eighth Street resulting from two greenhouses collapsing from excessive snow load.
- 5.2 Amended Property Assessment Notice re: 400 Eighth Street East (2020).
- A verbal summary of the report was provided by D. Galusha, Treasurer. Committee recommended receiving the Amended Property Assessment Notices for the property located at 400 Eighth Street East in Fort Frances for the 2020 taxation year as received from MPAC.

- 5.3 Request for Reconsideration - Minutes of Settlement re: 1275 Idylwild Drive (2020).
- A verbal summary of the report was provided by D. Galusha, Treasurer. Committee recommended processing the Minutes of Settlement for the property located at 1275 Idylwild Drive as received.
- 5.4 Request for Reconsideration - Minutes of Settlement re: 1267 Idylwild Drive (2020).
- A verbal summary of the report was provided by D. Galusha, Treasurer. Committee recommended processing the Minutes of Settlement for the property located at 1267 Idylwild Drive as received.
- 5.5 Financial Assistance in Response to COVID-19.
- A verbal summary of the report was provided by D. Galusha, Treasurer. Committee recommended repealing By-Law 16/06-F and commencing of collection efforts and disconnections, where necessary, for Water and Sewer Accounts.
- 5.6 Microsoft Dynamics GP Software Upgrade Quote.
- Committee recommended further research on the matter and it will be brought back to a subsequent committee meeting.
- 5.7 Procedure By-Law Review - First Draft.
E. Slomke, Clerk provided a verbal summary of the First Draft of the Procedural By-Law. A discussion was had with Committee members to provide input and direction which will be included in the final draft document for presentation to Council.

6. Information

- 6.1 Fort Frances Fire and Rescue Service - July 2020 Report.
T. Moffit, Fire Chief/CEMC was in attendance to provide a summary of the report. Received as information.

7. Adjourn at 1:17 p.m. / Next Meeting Date - September 22, 2020

Executive Committee Chair

D. Brown, CAO