

March 22, 2017

Report To: Mayor & Council

From: Doug Brown, CAO

SUBJECT: Execution of Northern Ontario Heritage Fund Corporation (NOHFC) Funding Agreements- Internship Program for a Temporary Asset Management Plan Coordinator

Further to the report dated November 29th, 2016 re: "Updating Asset Management Plan (AMP)", administration made an application for the funding of a recent engineering graduate under the NOHFC internship program to assist with this AMP updating process. This is the same NOHFC funding program by which Trish Law & Travis Rob were initially retained.

On February 14, 2017, the Town received official notification that our funding application was approved. (Please refer to the attached letter). The job posting for the temporary AMP coordinator position will be advertised during the week of March 20, 2017 with an expected commencement date of May 1st, 2017.

The Administration & Finance Executive Committee recommends the Mayor and Clerk be authorized to execute the transfer payment (financial support) agreements for the temporary AMP coordinator position with NOHFC on behalf of the Corporation of the Town of Fort Frances.

Respectfully submitted,



Doug Brown, CAO

Council approval of this report will ensure the following:

1) That the Mayor and Clerk be authorized to execute the transfer payment (financial support) agreements for the temporary AMP coordinator position with NOHFC on behalf of the Corporation of the Town of Fort Frances, and further that an authorizing by-law be brought forward to the next meeting for execution by Mayor and Clerk.