

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 5

April 7, 2020

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room and via Skype on April 7, 2020 from Noon 12:53 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. Holliday, Deputy Treasurer, K. Lawson, Deputy Clerk

1. Call to Order - Noon

2. Disclosure of pecuniary interest and the general nature thereof - No items identified

3. Approval of Previous Committee Minutes

3.1 Session No. 4 dated March 3, 2020.

Hallikas-Judson: Approved as presented.

CARRIED

4. New Business

4.1 Changes to Municipal Accommodation Tax By-Law.

- committee recommended approval of the changes to the Municipal Accommodation Tax By-Law as laid out in the report.

4.2 2019 Capital Financing.

- committee recommended allocating Contributions to Capital from Reserve funds in the amount of \$281,276.49 to finance 2019 Capital Fund expenditures.

4.3 2019 Summary of Donation Requests.

- committee recommended allowing administration to process all advertising requests that they deem to be operational and further that all other requests will continue to come through the Committee for input.

4.4 Ontario Regulation 284/09 - Budget Matters.

- D. Galusha, Treasurer provided an overview of this report. Committee recommended receiving the Ontario Regulation 284/09 disclosure report for the 2020 Operating Budget as presented.

4.5 Financial Assistance in Response to COVID-19.

- committee recommended changing the final tax billing due dates to August 31st and September 30th, 2020. In addition, it was recommended to continue to bill Water & Sewer on schedule, but to amend By-Law 16/06 to state that during the Emergency Declaration, Section 3.16 - Notice of Disconnection will not be in force.

5. Adjourn / Next Meeting Date - April 21st, 2020

Executive Committee Chair

D. Brown, CAO