

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 61

December 5, 2017

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on December 5th, 2017 from 12:25 p.m. to 12:50 p.m.

PRESENT: Councillor K. Perry, Mayor R. Avis, Councillor W. Brunetta and Councillor G.P. Ryan

ALSO PRESENT: D. Brown, CAO, L. Lindberg, Treasurer, D. Galusha, Deputy Treasurer, A. Petrin, Human Resources Manager, T. Moffitt, Fire Chief/CEMC, J. Kabel, Manager Community Services and K. Lawson, Secretary.

REGRETS:

1. **Call to Order 12:25 p.m.**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
D. Brown re: Protocol for Collection of Fees for Loading Zone/Parking Stalls.
3. **Disclosure of pecuniary interest and the general nature thereof - None Identified**
4. **Approval of Previous Committee Minutes**
 - 4.1 Session No. 60 dated November 21st, 2017.

Ryan-Brunetta: Approved as presented.
5. **In-Camera - None Identified**
6. **Items Referred from Council**
 - 6.1 B93.1 the Border (CFOB Fort Frances) Christmas Advertising Request.
- Committee approved recommending the purchase of twenty-six 15 second Holiday Greeting Ads to be aired on B93.1 The Border from December 19 to 31, 2017 at a cost of \$249.00 plus hst.
7. **New Business**
 - 7.1 Volunteer Bureau Community Christmas Dinner Financial Request.
- Committee approved recommending a donation in the amount of \$100.00 for the 2017 Community Christmas Dinner to be held at the Knox United Church.
 - 7.2 Municipal Emergency Plan Update and Amending By-Law.
- Committee approved recommending certain amendments and housekeeping changes to the current Municipal Emergency Plan to ensure compliance with the Emergency Management and Civil Protection Act (EMPCA).
8. **Non-agenda Items**
D. Brown provided a verbal update respecting the Protocol for Collection of Fees for Loading Zone/Parking Stalls, which was an item from the Planning and Development Executive Committee meeting.
9. **Adjourn 12:50 p.m. / Next Meeting Date - January 2, 2018**

CARRIED

Executive Committee Chair

D. Brown, CAO