

## TOWN OF FORT FRANCES

### MINUTES

### SESSION NO. # 1

March 14, 2019

The meeting of Fort Frances Municipal Non-Profit Housing Corporation of the Town of Fort Frances was held in the Committee Room, Civic on March 14, 2019 from 12:01 p.m. to 12:35 p.m.

PRESENT: C. Mallory, Vice President, Chaired, D. McTaggart, C. Gray, G. Beadle, Councillor W. Brunetta, Councillor A. Hallikas, L. Slomke, Clerk

ALSO PRESENT: F. Sinninghe, Financial Analyst, RRDSSAB and K. Lawson, Board Secretary

REGRETS: G. McBride, S. Weir, Integrated Services Manager, W. Tillbury, Finance Manager, RRDSSAB

**1. Call to Order - 12:01 p.m.**

**2. Approval of Agenda as presented.**

2.1 Session No. 1 dated March 14, 2019.

01/19 Hallikas-McTaggart: THAT the March 14, 2019 Meeting agenda as prepared be approved.

CARRIED

**3. Non-agenda Committee items which because of urgency cannot be deferred to a subsequent meeting, identified to be considered later in the meeting.**

3.1 Overview of the definition of Use of Non-Agenda items from E. Slomke, Clerk.

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

4.1 Overview of the definition of pecuniary interest as provided by the Municipal Conflict of Interest Act, RSO 1990. ( E. Slomke, Clerk).

- E. Slomke, provided an overview as stated, advising members that the use of non-agenda items does not provide for public transparency and every effort is made by the municipality to provide the public with the matters ahead of time.

**5. Approval of Previous Minutes**

5.1 Session No. 4 - Annual General Meeting dated December 13, 2018.

02/19 McTaggart-Hallikas: THAT the minutes of the Session No. 4 - Annual General Meeting dated December 13, 2018 be approved as amended.

CARRIED

## 6. New Business

### 6.1 Orientation for New Members.

- 1) Introduction of all members and stakeholders.
- 2) Overview of Code of Conduct from E. Slomke, Clerk
  - E. Slomke provided an overview for the matters as stated.

03/19 Hallikas-McTaggart: THAT the Overview of Definition of the Non Agenda Items, Code of Conduct, and Definition of Pecuniary Interest as provided for by the Municipal Conflict of Interest Act, RSO 1990 and as presented by Elizabeth Slomke, Town Clerk be received.

CARRIED

### 6.2 Mortgage Renewal - January 1, 2019 - CMHC Reference: 18-188-144 (materials previously distributed to members)

- this is a housekeeping resolution to confirm the direction of members that the Chair and Treasurer execute the Mortgage Agreement with CMHC with revised amortization schedule.

04/19 Hallikas-Gray: THAT the mortgage renewal dated January 1, 2019 from CMHC - Reference No. 18-188-144 with revised amortization schedule as previously distributed to members in an email dated February 6, 2019 from K. Lawson, FFMNPHC Secretary now be approved for execution by Chair and Treasurer.

CARRIED

### 6.3 Appointment of Treasurer.

- 1) February 28, 2019 Letter of resignation from E. Slomke, Treasurer, FFMNPHC effective March 14, 2019 (will be received with appreciation). *Ms. Slomke has graciously agreed to make herself available on a as needed basis to provide resource.*
- 2) Appointment of Treasurer to the Board of Directors.
  - Councillor Brunetta has agreed to undertake the position of Board Treasurer. Board agreed with thanks.

05/19 Gray-Hallikas: THAT the letter of resignation from E. Slomke, Treasurer, FFMNPHC effective March 14, 2019 be received with appreciation for service.

CARRIED

06/19 Hallikas-Gray: THAT the following member of the Fort Frances Municipal Non-Profit Housing Corporation be appointed as Corporation Treasurer for the year 2019: Wendy Brunetta

CARRIED

- 6.4 Prior 4th Quarter Financial Statements.  
1) November 2018 Financial Statements;  
2) December 2018 Financial Statements  
- F. Sinninghe was in attendance to present the financials. He provided an updated December 2018 Statement.

07/19 Gray-Hallikas: THAT the financial statements for the months dated November 30th, 2018 and December 31st, 2018, as amended, be approved as presented by the Rainy River District Social Services Administration Board.

CARRIED

**7. Standing Items**

- 7.1 Agenda Template.  
The template was reviewed and the structure explained to the new members.

**8. Non-agenda Items - None identified.**

- 9. Adjourn / Next Meeting Date - June 20, 2019**  
The meeting adjourned *sine die* at 12:35 p.m.

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President / Chairperson

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Secretary