

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 5

February 19, 2019

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on February 19, 2019 from 2:34 p.m. to 3:15 p.m.

PRESENT: Chairperson W. Brunetta, A. Hallikas, and Mayor J. Caul

ALSO PRESENT: D. Brown, CAO, D. Galusha, Treasurer, L. Slomke, Clerk, T. Moffit, Fire Chief/CEMC (2:34 p.m. to 2:54 p.m.), D. Crichton, Fort Frances Fire Services (2:34 p.m. to 2:54 p.m.), J. Forbes, Human Resources Manager, K. Lawson, Deputy Clerk

REGRETS: Councillor D. Judson

1. **Call to Order 2:34 p.m.**
 2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
 3. **Disclosure of pecuniary interest and the general nature thereof**
 - 3.1 Councillor Wendy Brunetta disclosed an interest in item 7.4 as the NOMA Executive Meeting per diem claim was hers. She did not participate in any discussion when the matter was discussed.
 4. **Approval of Previous Committee Minutes**
 - 4.1 Session No. 4 dated February 5, 2019.

Caul-Hallikas: Approved as presented.
- CARRIED
5. **In-Camera - no items identified**
 6. **Items Referred from Council**
 - 6.1 RRFDC Annual Per Capita Request.
 - committee recommended approval of the \$7.00 per capita request in the amount of \$55,685.00 be included in the 2019 General Operational Budget.

- 6.2 Code of Conduct - verbal update from L. Slomke, Clerk.
- the Clerk provided an update on a recent workshop attended by the Deputy Clerk and herself in Thunder Bay respecting the requirement for the Municipality to implement a Code of Conduct by March 1st, 2019. Along with this she discussed the requirement by the municipality to appoint an Integrity Commissioner. - Committee recommended that the Clerk bring forward a report to the next regular meeting of Council to implement a Municipal Code of Conduct with supporting Integrity Commissioner Inquiry Protocol and that Paul S. Heayn be appointed as the Town's Integrity Commissioner.

7. New Business

- 7.1 New Policy - Council Pregnancy and Parental Leave.
- committee recommended the approval and implementation of the Council Pregnancy and Parental Leave Policy.
- 7.2 Request for Reconsideration Minutes of Settlement (M.O.S.) re: 905 Frenette Avenue (2019).
- committee recommended processing the Minutes of Settlement for the property located at 905 Frenette Avenue as received.
- 7.3 357/358 Applications for Tax Adjustment re: 335 Scott Street (2018).
- committee recommended approving the adjustment of taxes under Section 357/358 of the Municipal Act for property located at 335 Scott Street resulting from a demolition of a building to allow the land to be used as a parking lot.
- 7.4 Councillor Wendy Brunetta - NOMA Executive Meeting.
- committee recommended approval of the per diem claim in the amount of \$240.00 as submitted by Councillor W. Brunetta for her attendance at the NOMA Executive Meeting held in Thunder Bay on February 5-6, 2019.
- 7.5 Tender 18-AF-15 - New Pumper Fire Truck and 11-2 Pumper Fire Truck.
- committee provided the Fire Chief direction to re-tender for a Triple Combination Custom Pumper Fire Truck with the proviso that trade in values be provided for both the 2008 Spartan Furion Triple Combination Pumper Fire Truck and the 1995 Volvo - Superior Triple Combination Pumper Fire Truck.

8. Non-agenda Items - none identified.

9. Information

- 9.1 Minister of Finance Correspondence - 2019 OMPF Funding.
- received as information.

- 9.2 Fire and Rescue Service - January 2019 Report.
- received as information.

10. Adjourn 3:15 p.m. / Next Meeting Date - March 5, 2019

Executive Committee Chairperson

D. Brown, CAO