

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #33

Tuesday, June 21, 2016

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on Tuesday, June 21, 2016 at 12:00 p.m.

PRESENT: Councillor Ken Perry, Councillor Paul Ryan, Councillor Wendy Brunetta and Mayor Roy Avis

ALSO PRESENT: Doug Brown, O&F Manager, Travis Rob, CBO, Dawn Galusha, Deputy Treasurer, Aaron Petrin, HR Manager and Laurie Witherspoon, Treasurer

REGRETS: Mark McCaig, CAO

1. Call to Order

1.1 Councillor Ken Perry called the meeting to order at 12:04 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

4. Approval of Previous Committee Minutes

4.1 The Committee considered the following resolution:

Brunetta/Ryan: That the minutes of the previous meeting held on Tuesday, June 7, 2016 be approved as presented. CARRIED

5. In-Camera

5.1 Review of Information Technology Services Contract - The Committee considered the following resolution to go in-camera:

Brunetta/Ryan: That the Administration and Finance Executive Committee now meet in-camera in order to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees. CARRIED

6. Items Referred from Council

6.1 District 1A Senior Games Committee Financial Request - The Committee recommended to approve a donation to the District 1A Senior Games Committee held on June 7 & 8, 2016 in the amount of \$200.00.

6.2 Rainy River District Municipal Association per Capita Request - The Committee recommended to support the Rainy River District Municipal Association and approve payment of the requested \$0.45 per capita 2016 levy in the amount of \$3,579.75.

7. New Business

7.1 Telephone System Update - Administration recommended to implement an auto attendant at the Civic Centre and further that proper notice as prescribed in the Collective Agreement be sent to the members of CUPE.

7.2 357/358 Application 525 Portage Avenue - The Committee recommend that the 357/358 Application for 525 Portage Avenue be received.

Note: Following the meeting, MPAC advised that the values are being re-evaluated therefore the report will not be forwarded for Council approval at this time.

- 7.3 Financial Software Update - A verbal update was given for the RFP for financial software. Staff are in the process of evaluating each proposal received and hope to have a recommendation coming forward for the next meeting.

8. Non-agenda Items

9. Outstanding Items

- 9.1 Couchiching First Nations Water & Sewer Agreement

- 9.2 Elected Officials Remuneration By-Law No. 202/10-C (Fall)

10. Information

- 10.1 May 2016-General, Water and Sewer, and Capital Fund Actuals

11. Adjourn / Next Meeting Date

- 11.1 Tuesday, July 5, 2016 at 12:00 p.m.

Executive Committee Chair

M. McCaig, CAO