

## TOWN OF FORT FRANCES

### MINUTES

### SESSION NO. # 6

April 21, 2020

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on April 21, 2020 and virtually for members off-site from Noon to 1:16 p.m. Roll call was completed by Councillor W. Brunetta to confirm all attendees.

PRESENT: Chairperson W. Brunetta, Councillors D. Judson and A. Hallikas, Mayor J. Caul (ex-officio)

ALSO PRESENT: D. Brown, CAO, D. Galusha, Treasurer, T. Moffitt, Fire Chief/CEMC, E. Slomke, Clerk (Noon to 1:08 p.m.), K. Lawson, Deputy Clerk

1. **Disclosure of pecuniary interest and the general nature thereof - no items were identified.**
2. **Call to Order - Noon**
3. **Approval of Previous Committee Minutes**

3.1 Session No. 5 dated April 7, 2020.

Hallikas-Judson: Approved as presented.

CARRIED

#### **4. New Business**

##### 4.1 Procedural By-law Review - Part 3

- E. Slomke, Municipal Clerk was in attendance to provide an overview / clarification of this portion of the proposed Procedural By-Law. Members provided direction to the Clerk which will be included in the final draft document once completed for final presentation to Council.

##### 4.2 Clarification on Financial Reporting

D. Brown, CAO advised that he had an inquiry from a Councillor who had expressed some concerns respecting the financial implications resulting from the COVID 19 event and if there was a need to reopen the budget process this year. The Treasurer advised that she was not in favour of doing so. Executive Committee members agreed that the Treasurer consistently provided timely reporting on budget variances and agreed that the current reporting was sufficient. Should a deficit occur, it will go forward to next years budget process.

**5. Information**

5.1 Fort Frances Fire & Rescue Service - February 2020 Report. - received as information.

5.2 Fort Frances Fire & Rescue - March 2020 Report. - received as information.

**6. Adjourn 1:16 p.m. / Next Meeting Date - May 5, 2020**

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Executive Committee Chair

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D. Brown, CAO