

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #18

Tuesday, October 6, 2015

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on October 6, 2015 from 12:00 p.m. to 1:20 p.m.

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

ALSO PRESENT: Mark McCaig, CAO, Dawn Galusha, Deputy Treasurer, and Laurie Witherspoon, Treasurer  
Guests: Tannis Drysdale, RRFDC  
Ron Silver, Raymond Roy, and Wilfred Belluz, Fort Frances Curling Club

REGRETS: None:

#### **1. Call to Order**

1.1 Councillor Ken Parry called the meeting to order.

#### **2. Disclosure of pecuniary interest and the general nature thereof**

2.1 Mayor Avis declared conflict of interest on Agenda item 7.1 Mayor R. Avis NOMA Regional Conference Travel & Per Diem Claims as they are his expenses; Councillor Ryan declared conflict of interest on Agenda item 7.2 Councillor P. Ryan NOMA Regional Conference Travel & Per Diem Claims as they are his expenses; Councillor Brunetta declared conflict of interest on Agenda item 7.3 Councillor W. Brunetta NOMA Regional Conference Travel & Per Diem Claims as they are her expenses; and Councillor Perry declared a conflict of interest on Agenda item 7.5 Councillor K. Perry NOMA Regional Conference Travel & Per Diem Claims as they are his expenses.

#### **3. Approval of Previous Committee Minutes**

3.1 The Committee considered the following resolution:  
Brunetta-Ryan: That the minutes of the previous meeting held on Tuesday, September 22, 2015 be approved as amended. CARRIED

#### **4. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**

#### **5. In-Camera**

#### **6. Items Referred from Council**

- 6.1 Delegation: Tannis Drysdale was present to answer Committee Members questions with regard to the RRFDC City of Thunder Bay, Tourism Division - Heart of the Continent Financial Request - The Committee recommended that the City of Thunder Bay, Tourism Division – Heart of the Continent Financial request for a \$1,500.00 contribution as a regional partner be received.
- 6.2 Delegation: Ron Silver, President, Raymond Roy, Finance Chair & Wilfred Belluz, Treasurer Fort Frances Curling Club were present to discuss the club's financial situation. - The Committee recommended to outline the terms of an Agreement and to proceed with the necessary steps to enact the agreed provisions with the Fort Frances Curling Club.
- 6.3 Request for Proposal for Municipal Insurance - The Committee recommended to award the Request for Proposal for Municipal Insurance (15-AF-18) to Frank Cowan Company as represented by Gillon's Insurance Brokers Ltd.

**7. New Business**

- 7.1 Mayor Roy Avis NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$584.08 as submitted by Mayor Roy Avis for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.
- 7.2 Councillor Paul Ryan NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$631.00 as submitted by Councillor Paul Ryan for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.
- 7.3 Councillor Wendy Brunetta NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$558.50 as submitted by Councillor Wendy Brunetta for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.
- 7.4 Councillor J. Albanese NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$664.00 as submitted by Councillor John Albanese for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.
- 7.5 Councillor K. Perry NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$611.00 as submitted by Councillor Ken Perry for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.
- 7.6 M. McCaig, CAO NOMA Regional Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Expense claim in the total amount of \$100.00 as submitted by Mark McCaig, CAO for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.
- 7.7 Public Budget Presentation Committee Review:
  - a. Fun In The Sun Committee request - include in 2016 General operating budget
  - b. Fort Frances Chamber of Commerce request - include in 2016 General operating budget
  - c. Multit-Use/Tennis Court Committee request - carryover to 2016 Capital budget
  - d. Police Services Board request - include in 2016 General operating budget & Capital budget

**8. Non-agenda Items**

- 8.1 None

**9. Outstanding Items**

- 9.1 Couchiching First Nations Water & Sewer Agreement

**10. Information**

**11. Adjourn / Next Meeting Date**

- 11.1 Tuesday, October 20, 2015

  
Executive Committee Chair

  
M. McCaig, CAO