

TOWN OF FORT FRANCES

MINUTES

SESSION NO. 16

November 17, 2020

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre and Virtually on November 17, 2020 from Noon to 12:31 p.m.

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

ALSO PRESENT: D. Brown, CAO, D. Galusha, Treasurer, E. Slomke, Clerk, J. Hughes, IT Manager, T. Moffit, Fire Chief/CEMC (Noon to 12:05 p.m.), R. Thoms, B93.1 The Border (12:08 p.m. to 12:31 p.m.), K. Lawson, Deputy Clerk

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

3.1 Session No. 15 dated November 3, 2020.

Hallikas-Judson: Approved as presented.

CARRIED

4. Items Referred from Council

- 4.1 Royal Canadian Legion Manitoba/NW Ontario Command Advertising.
Committee recommended approving an advertisement of 1/10 page (Business Card B&W) size in the "Military Service Recognition Book" in the amount of \$205.00.
- 4.2 Accessibility for Ontarians with Disabilities Act - Web Site Support - City of Belleville Resolution - October 26, 2020. - will be deferred to the next regular meeting.

5. New Business

- 5.1 2021 Committee and Council Meeting Schedule.
L. Slomke, Clerk was in attendance to provide an overview of the meeting schedule.
- Committee recommended approval of the 2021 Committee and Council Meeting Schedule as presented.

- 5.2 Collaborative Sourcing.
J. Hughes, IT Manager was in attendance to provide an overview of the report.
- Committee recommended the following:
1) That Mayor and Clerk be authorized to execute an Adoption Agreement with CDW Canada Corp.
2) That Mayor and Clerk be authorized to execute multiple Client Supplier Agreements with CDW Canada Corp., Compugen Inc., and Dell Technologies
3) That an appropriate by-law be prepared to amend the Town's Procurement Policy to allow the Town to take advantage of these types of procurement solutions from qualified vendors without the need to execute a formal Tender or Request for Proposal process.
- 5.3 2021 Emergency Services User Fees & Charges.
T. Moffitt, Fire Chief/CEMC was in attendance to provide an overview of this report.
- Committee recommended approval of the report as presented.
- 5.4 2021 User Fees Report - Administration and Finance.
- Committee recommended approval of the report as presented.
- 5.5 Reserves Reallocation Report.
- Committee recommended approval of the report as presented.
- 5.6 Appeal Minutes of Settlement - Re: 427 Mowat Ave. (2017, 2018, 2019 & 2020)
- Committee recommended approval of the report as presented.

6. Information

- 6.1 Fort Frances Fire and Rescue Service - October 2020 Report.
- received as information.

7. Adjourn 12:31 p.m./ Next Meeting Date - December 8, 2020

Executive Committee Chair

D. Brown, CAO