

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 5

April 7, 2020

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room and via Skype (virtual meeting resources) on April 7, 2020 from Noon 12:53 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, J. Holliday, Deputy Treasurer, K. Lawson, Deputy Clerk

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

3.1 Session No. 4 dated March 3, 2020.

Hallikas-Judson: Approved as presented.

CARRIED

4. New Business

- 4.1 Changes to Municipal Accommodation Tax By-Law.
- committee recommended approval of the changes to the Municipal Accommodation Tax By-Law as laid out in the report.
- 4.2 2019 Capital Financing.
- committee recommended allocating Contributions to Capital from Reserve funds in the amount of \$281,276.49 to finance 2019 Capital Fund expenditures.
- 4.3 2019 Summary of Donation Requests.
- committee recommended allowing administration to process all advertising requests that they deem to be operational and further that all other requests will continue to come through the Committee for input.
- 4.4 Ontario Regulation 284/09 - Budget Matters.
- D. Galusha, Treasurer provided an overview of this report. Committee recommended receiving the Ontario Regulation 284/09 disclosure report for the 2020 Operating Budget as presented.

- 4.5 Financial Assistance in Response to COVID-19.
- committee recommended changing the final tax billing due dates to August 31st and September 30th, 2020. In addition, it was recommended to continue to bill Water & Sewer on schedule, but to amend By-Law 16/06 to state that during the Emergency Declaration, Section 3.16 - Notice of Disconnection will not be in force.

5. Adjourn / Next Meeting Date - April 21st, 2020

Executive Committee Chair

D. Brown, CAO