

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 75

September 4, 2018

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on September 4, 2018 from 12:06 p.m. to 12:56 p.m.

PRESENT: Councillor K. Perry, Chair, Mayor R. Avis, Councillor W. Brunetta and Councillor G.P. Ryan

ALSO PRESENT: D. Brown, CAO, L. Lindberg, Treasurer, D. Galusha, Deputy Treasurer, J. Forbes, Human Resources Coordinator (12:06 p.m. to 12:21 p.m.), T. Moffitt, Fire Chief/CEMC (12:06 p.m. to 12:17 p.m.) and K. Lawson, Secretary

REGRETS:

1. Call to Order 12:06 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

3.1 Councillor Wendy Brunetta disclosed an interest in agenda item 7.6 as the AMO Conference Travel and Per Diem Claims were hers. She did not participate in any discussion when the matter was discussed.

3.2 Councillor Ken Perry disclosed an interest in agenda item 7.7 as the AMO Conference Travel and Per Diem Claims were his. He turned the chair over to Councillor G.P. Ryan and did not participate in any discussion when the matter was discussed.

3.3 Mayor Roy Avis disclosed an interest in agenda item 7.8 as the AMO Conference Travel and Per Diem Claims were is. He did not participate in any discussion when the matter was discussed.

4. Approval of Previous Committee Minutes

4.1 Session No. 74 dated August 7, 2018.

Brunetta-Ryan: Approved as presented.

CARRIED

5. In-Camera - none identified

6. Items Referred from Council

- 6.1 Riverside Foundation for Health Care Fundraising Gala Event.
 - committee recommended approval of a "Mild Sponsorship" in the amount of \$600.00 for the Riverside Foundation for Health Care "Fiesta" Annual Fall Gala event taking place on October 20th, 2018.
- 6.2 Royal Canadian Legion Community Safety Net Partnership.
 - committee recommended receiving the financial partnership opportunity request from the Royal Canadian Legion Branch 20 for the Community Safety Net for their drug safety initiative and that no further action be taken at this time.

7. New Business

- 7.1 Policy Update - Student Employment.
 - committee recommended approval of the report as presented.
- 7.2 Policy Update - Workplace Incident Reporting.
 - committee recommended approval of the report as presented.
- 7.3 Northwestern Ontario Sports Hall of Fame Advertising Request.
 - committee recommended authorizing a 1/2 page advertisement to congratulate Scott Fawcett in the Northwestern Ontario Sports Hall of Fame and Museum's 37th Annual Induction Dinner Souvenir Program in the amount of \$250.00 plus hst.
- 7.4 Doug Brown, CAO - AMO Travel Expense Claim.
 - committee recommended approval of the Travel Expense Claim in the total amount of \$277.00 as submitted by Doug Brown, CAO for his attendance at the AMO Conference in Ottawa from August 19th to 22nd, 2018.
- 7.5 Request for Reconsideration MOS re: 333 Third Street West (2018).
 - committee recommended processing of Minutes of Settlement (MOS) for property located at 333 Third Street West as received.
- 7.6 Councillor Wendy Brunetta - AMO Conference Travel & Per Diem Claims.
 - committee recommended approval of the Travel Expense and Per Diem Claims in the total amount of \$1,914.32 as submitted by Councillor Wendy Brunetta for her attendance at the AMO Conference in Ottawa from August 19th to 22nd, 2018.
- 7.7 Councillor Ken Perry - AMO Conference Travel & Per Diem Claims.
 - L. Lindberg, Treasurer provided a revised report. Committee recommended approval of the Travel Expense and Per Diem Claims in the total amount of \$2,209.15 as submitted by Councillor Ken Perry for his attendance at the AMO Conference in Ottawa from August 19th to 22nd, 2018.

- 7.8 Mayor Roy Avis - AMO Conference Travel & Per Diem Claims.
- committee recommended approval of the Travel Expense and Per Diem Claims in the total amount of \$1,001.05 as submitted by Mayor Roy Avis for his attendance at the AMO Conference in Ottawa from August 19th to 22nd, 2018.

8. Non-agenda Items

- 8.1 One Fund Investment.
L. Lindberg, Treasurer gave provided an overview of the report materials. Committee recommended.

9. Outstanding Items

- 9.1 Fire Protection Agreements - Nanicost Corporation Ltd. and Rusty Myers Flying Service.
- committee recommended approval of the report as presented which authorizes utilizing the updated Fire Protection Fees, the new protocols and fee structure as laid out in the report, and further that Mayor and Clerk be authorized to execute an Updated Fire Protection Agreement with Nanicost Corporation Ltd. & Rusty Myers Flying Service.

10. Information

- 10.1 Fort Frances Fire & Rescue Service - July 2018 Report.
- received as information.

11. Adjourn - 12:56 p.m. / Next Meeting Date - September 18, 2018 (8:30 a.m.)

Executive Committee Chair

D. Brown, CAO