

TOWN OF FORT FRANCES
ADMINISTRATION AND FINANCE EXECUTIVE COMMITTEE

MINUTES

SESSION NO. # 53

July 4, 2017

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on July 4, 2017 from 10:54 a.m. to 11:54 a.m.

PRESENT: Councillor K. Perry, Chair, Councillor W. Brunetta, Councillor G.P. Ryan (11:10 a.m. to 11:45 a.m.)

ALSO PRESENT: D. Brown, CAO, D. Galusha, Deputy Treasurer, T. Moffitt, Fire Chief/CEMC (10:54 a.m. to 11:07 a.m.), A. Petrin, Human Resources Mgr. (10:54 a.m. to 11:32 a.m.), L. Slomke, Clerk (11:32 a.m. to 11:34 a.m.), K. Lawson, Secretary

REGRETS: Mayor R. Avis, L. Lindberg, Treasurer

1. Call to Order 10:54 a.m.

2. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting. - None identified.

3. Disclosure of pecuniary interest and the general nature thereof - None Identified.

4. Approval of Previous Committee Minutes

4.1 Session No. 52 dated June 20, 2017.

Brunetta-Perry: Approved as presented.

CARRIED

5. In-Camera

5.1 Security of the Property of the Municipality, more specifically Tax Arrears for Potential Sale.
- received as information.

6. Items Referred from Council

6.1 Watten Volunteer Fire Department.
- Committee recommended approval of the Watten Volunteer Fire Department request in the amount of \$300.00 for the Fundraising Fish Fry at Sunny Cove on August 25th, 2017.

7. New Business

7.1 Updated Tiered Response Activation Agreement with Rainy River District Social Services Administration Board (Rainy River District Paramedic Services).
- report was presented by T. Moffitt and D. Brown. Committee recommended the following:

1. That the Town of Fort Frances execute the amended Tiered Response Agreement with the Rainy River District Social Services Administration Board (Rainy River District Paramedic Services).
2. That the Mayor and Clerk be authorized to execute the amended Tiered Response Agreement with the Rainy River District Social Services Administration Board (Rainy River District Paramedic Services) on behalf of the Corporation of the Town of Fort Frances.
3. That the amended letter of agreement the Rainy River District Social Services Administration Board (Rainy River District Paramedic Services) be executed by

Mayor Roy Avis, Fire Chief Tyler Moffit and CAO Doug Brown on behalf of the Corporation of the Town of Fort Frances.

4. That at the next orientation meeting for the new Council (December 1st, 2018), the Fire Chief is required to brief all members of Council on the terms and conditions outlined in the tiered response agreement with RRDSSAB.

7.2 Accessibility Plan.

- Committee reviewed the plan and provided direction to the Human Resources Manager with respect to improving the current plan and engagement of the public for input on accessibility related matters. An amended report will be brought forward for Council's consideration.

7.3 Request for Reconsideration - Minutes of Settlement (MOS) re:

221 First Street East (2017); 1218 Second Street Street East (2017); 820 Kaitlyn Drive (2017); 801 Cornwall Avenue (2017); 1319 Idylwild Drive (2017); 810 Cornwall Avenue (2017).

- Committee recommended receiving the Request for Reconsideration - Minutes of Settlement for the above listed properties as laid out in the report.

7.4 CAO Doug Brown Litigation Meeting Travel Expense.

- Committee recommended approval of the travel expense claim as submitted by Doug Brown, CAO in the amount of \$102.08 for his attendance at the Litigation Meeting held in Thunder Bay on June 19th and 20th, 2017.

7.5 Vendor Selection for Telephone/Internet Voting in 2018 Election.

- Committee recommended selecting Intelivote Systems Inc. to be the provider of the Telephone/Internet solution for the 2018 Municipal and School Board Elections.

8. Non-agenda Items - none identified

9. Information

- 9.1 Rainy River District Social Services Administration Board - 2016 Annual Report. - received as information.

- 9.2 Rainy River District Social Services Administration Board Financial Statements for the year ended December 31, 2016. - received as information.

- 9.3 Fort Frances Fire & Rescue Service - May 2017 Report. These materials were presented by T. Moffitt, Fire Chief/CEMC and received as information.

10. Adjourn 11:54 a.m. / Next Meeting Date - August 15, 2017

Executive Committee Chair

D. Brown, CAO