

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 2

June 14, 2018

The meeting of Fort Frances Municipal Non-Profit Housing Corporation of the Town of Fort Frances was held in the Committee Room, Civic Centre on June 14, 2018 from 12:12 p.m. to 12:49 p.m.

PRESENT: Councillor W. Brunetta, Chair, Councillor D. Kitowski, G. McBride

ALSO PRESENT: L. Slomke, R. Gustafson, BDO Canada LLP, F. Sinninghe, Financial Analyst, Rainy River District Social Services Administration Board and K. Lawson, Secretary

REGRETS: C. Mallory, A. Hallikas, D. McTaggart and S. Weir, RRDSSAB

1. **Call to Order 12:12 a.m.**
2. **Non-agenda Committee items which because of urgency cannot be deferred to a subsequent meeting, identified to be considered later in the meeting. - none identified**
3. **Disclosure of pecuniary interest and the general nature thereof - none identified**
4. **ADOPTION OF AGENDA**

4.1 June 14, 2018 Agenda as distributed.

Kitowski-Slomke: THAT the June 14th, 2018 agenda as prepared be approved.

CARRIED

5. Approval of Previous Minutes

5.1 Session No. 1 dated March 15, 2018.

Slomke-Kitowski: THAT the minutes of the regular meeting dated March 15, 2018 be approved as distributed.

CARRIED

6. In-Camera - none identified

7. New Business

7.1 Presentation of the 2017 Draft Financial Audit by BDO Canada LLP. (materials to be distributed).

Rebecca Gustafson, CPA, CA Senior Accountant BDO Canada LLP was in attendance to present the draft financial audit materials (12:15 p.m. to 12:35 p.m.).

- She brought to the Board's attention that there were some risk factors discussed with the committee that there was some risk in the distribution of high equity funds and felt that this should be examined. The Rainy River District Social Services Administration Board Treasurer (L. Eliuk) will be contacted to attend the next regular meeting to discuss the investment ratios being used.

Kitowski-Slomke: THAT the presentation of the Draft 2017 Audited Financial Statements by BDO Canada LLP be received.

CARRIED

Slomke-Kitowski: THAT the Fort Frances Municipal Non-Profit Housing Corporation Draft Consolidated Financial Statements for the year ended December 31, 2017 as prepared by BDO Canada LLP be hereby approved.

CARRIED

Kitowski-Slomke: THAT the Social Housing Annual Information Return for year ending December 31, 2017 as prepared and recommended by Rainy River District Social Services Administration Board and having been reviewed by the Fort Frances Municipal Non-Profit Housing Corporation Board now hereby be approved for signing.

CARRIED

- 7.2 Current Year 1st Quarter Financial Statements for months ending January, February, March and April 2018.
(AR reports will be deferred to the next regular meeting).

Kitowski-Slomke: THAT the financial statements for the months dated January 31st, 2018, February 28, 2018, March 31st, 2018 and April 30, 2018 be approved as presented by Rainy River District Social Services Administration Board.

CARRIED

- 7.3 Smoke Free Building Policy.

Slomke-Kitowski: THAT the Issue Sheet - Smoke Free Policy dated June 8, 2018 as presented by Rainy River District Social Services Administration Board be received and further that The Fort Frances Municipal Non-Profit Housing Board of Directors approve the implementation of a Smoke Free Policy for their housing properties effective September 1, 2018.

CARRIED

8. Standing Items

- 8.1 Agenda Template.

9. Non-agenda Items

- 10. Adjourn / Next Meeting Date - September 20, 2018 - Changed to September 27, 2018**

President / Chairperson

Secretary