

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. # 11

September 8, 2020

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre and virtually to members off-site on September 8, 2020 from Noon to 12:57 p.m. Roll call was completed by Councillor W. Brunetta, Chair to confirm all attendees.

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

ALSO PRESENT: D. Brown, CAO, J. Holliday, Deputy Treasurer, T. Moffit, Fire Chief/CEMC, J. Forbes, Human Resources Manager, J. Hughes, IT Manager, K. Lawson, Deputy Clerk and G. Payne, member of the public.

REGRETS: D. Galusha, Treasurer

#### **1. Call to Order - Noon**

#### **2. Disclosure of pecuniary interest and the general nature thereof**

#### **3. Approval of Previous Committee Minutes**

3.1 Session No. 11 dated September 8, 2020.

Hallikas-Judson: Approved as presented.

CARRIED

#### **4. Items Referred from Council**

4.1 Northwest Ontario's Sunset Country Travel Association.  
J. Holliday, Deputy Treasurer provided an overview of this report. Committee recommended approving the Northwest Ontario's Sunset Country Travel Association annual per capita request in the amount of \$1,750.10 plus HST.

#### **5. New Business**

5.1 1995 Volvo Pumper Fire Truck.  
T. Moffitt/ Fire Chief/ CEMC provided an overview of the report. Committee recommended approval of the report as presented.

5.2 Annual Review of Tiered Response Agreement with Rainy River District Social Services Administration Board (RRDSSAB).  
- this matter was deferred, and direction was provided.

5.3 Proposed Addition to Benefits Coverage - Internet Cognitive Behavioural Therapy.  
J. Forbes, Human Resources Manager provided an overview of the report. Committee recommended the purchase the service as identified in the proposal attached to the report.

5.4 Microsoft Dynamics GP Software Upgrade Quote.  
- J. Holliday Deputy Treasurer provided an overview of the report. Committee recommended approval of the Microsoft Dynamics GP Software upgrade in the amount of \$7,219.87.

**6. Information**

The following 3 items were provided as information.

6.1 2020 Draft Sewer Fund Budget.

6.2 2020 Draft Water Fund Budget.

6.3 2020 Draft General Fund Budget - Summary YTD - August 2020.

**7. Adjourn 12:57 p.m./ Next Meeting Date - October 6, 2020**

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Executive Committee Chair

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D. Brown, CAO