

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 1

March 15, 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 March 15, 2018 from 12:15 p.m. to 12:55 p.m.

PRESENT: C. Mallory, Chair, G. McBride, A. Hallikas, L. Slomke, K. Lawson and D. Brown

ALSO PRESENT: F. Sinninghe, Financial Analyst, S. Weir, Integrated Services Manager (Housing), Rainy River District Social Services Administration Board, C. Tan, Town of Fort Frances Asset Management Plan Coordinator

REGRETS: Councillor W. Brunetta, Councillor D. Kitowski

**1. Call to Order 12:15 p.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.**

2.1 C. Tan, Asset Management Coordinator - request respecting building assets review.

**3. Disclosure of pecuniary interest and the general nature thereof - none identified**

**4. ADOPTION OF AGENDA**

4.1 March 15, 2018 Agenda as distributed.

01/18 Hallikas-Slomke: THAT the March 15, 2018 Meeting Agenda as prepared as approved with the addition of non-agenda items.

CARRIED

**5. Approval of Previous Minutes**

5.1 Session No. 4 - Annual General Meeting date December 14, 2017.

02/18 Slomke-Hallikas: THAT the minutes of the Annual General Meeting dated December 4th, 2017 be approved as distributed.

CARRIED

**6. In-Camera - none identified**

## **7. New Business**

- 7.1 Prior Year 4th Quarter Financial Statements.

Financial Statements for the months ending December 31st, 2017.

- 03/18 Hallikas-Slomke: THAT the financial statements for the months ending December 31, 2017 be approved as presented by Rainy River District Social Services Administration Board.

CARRIED

- 7.2 Current Year Capital Forecast.

- materials were received as presented.

- 04/18 Slomke-Hallikas: THAT the Fort Frances Municipal Non-Profit Housing Corporation Capital Forecast - Capital Work and Reserves Summary as prepared and presented by Rainy River District Social Services Administration Board be approved.

CARRIED

- 7.3 Current Year Operating Forecast.

- materials were received as presented.

- 05/18 Hallikas-Slomke: THAT the Fort Frances Municipal Non-Profit Housing Corporation - Current Year Operating Forecast as prepared and presented by Rainy River District Social Services Administration Board be approved.

CARRIED

- 7.4 Mortgage Renewal (2019) - Background Information as requested at the December 14th, 2017 meeting. (S. Weir will distribute at the meeting).

- Ms. Weir provided a verbal update.

- 06/18 Slomke-Hallikas: THAT the Mortgage Renewal (2019) Background Information as prepared and presented by Rainy River District Social Services Administration Board be received.

CARRIED

## **8. Standing Items**

- 8.1 Agenda Template.

- the agenda template was reviewed by committee.

**9. Non-agenda Items**

- 9.1 C. Tan, Asset Management Coordinator for the Town was introduced to the Committee. She will work with RRDSSAB over the next couple of weeks to determine data and specific expenses having been attached to the Town owned buildings currently being managed by DSSAB with respect to the tracking of buildings, infrastructure and other physical assets for the purposes of financial accounting.

**10. Adjourn / Next Meeting Date - June 14, 2018**

The meeting closed *sine die* at 12:55 p.m. with the next regular meeting scheduled for June 14, 2018.

  
President / Chairperson

  
Secretary