

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #36

September 6, 2016]

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Civic Centre Committee Room on Tuesday, September 6, 2016 at 12:00 p.m.

PRESENT: Councillor Ken Perry, Councillor Wendy Brunetta and Mayor Roy Avis

ALSO PRESENT: Doug Brown, CAO, Lisa Slomke, Clerk, Dawn Galusha, Deputy Treasurer, Travis Rob, Operations & Facilities Manager, Doug Herr, Environmental Superintendent, Laurie Lindberg, Treasurer and Bill Krag, Guest

REGRETS: Councillor Paul Ryan

#### **1. Call to Order**

1.1 Councillor Ken Perry Called the Meeting To Order at 12:01 p.m.

#### **2. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**

2.1 D. Brown, CAO AMO AGM & Annual Conference Travel Claim

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

3.1 Mayor Avis declared a conflict of interest on Agenda Item # 7.10 Mayor R. Avis - AMO Conference Travel & Per Diem Claims as they are his expenses.

3.2 Councillor Wendy Brunetta declared a Conflict of Interest on Agenda Item # 7.12 Councillor W. Brunetta - AMO Conference Travel & Per Diem Claims as they are her expenses.

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

4.1 The Committee considered the following resolution:  
Brunetta/Perry: That the minutes of the previous meeting held on Tuesday, August 2, 2016 be approved as presented. CARRIED

#### **5. In-Camera**

#### **6. Items Referred from Council**

6.1 Water & Sewer Invoice re: 800 Scott Street - The Committee referred this item to the Operations & Facilities Executive Committee meeting to be held on September 21, 2016. Mr. Krag confirmed that he is available to attend the meeting.

6.2 Ontario's Sunset Country Travel Association Annual Per Capita Marketing Contribution - The Committee recommended to approve the Northwest Ontario's Sunset Country Travel Association annual capita request in the amount of \$2,187.63 plus HST.

6.3 Riverside Foundation For Health Care Annual Fall Dinner Mobsters & Dames - The Committee recommended to approve a Bronze Sponsorship in the amount of \$600.00 for the Riverside Foundation for Health Care Mobsters & Dames Gala event taking place on September 24, 2016.

#### **7. New Business**

- 7.1 Amendment to Agreement with Province (ODRAP) - The Committee recommended to bring forward an amending by-law to revise the end date within the grant agreement.
- 7.2 357/358 Application for Tax Adjustment re: 525 Portage Ave - The Committee recommended to approve the adjustment of 2015 taxes under Section 357/358 of the Municipal Act for property located at 525 Portage Avenue in Fort Frances.
- 7.3 357/358 Application for Tax Adjustment re: 618 Riverview Drive - The Committee recommended to approve the adjustment of 2016 taxes under Section 357/358 of the Municipal Act for property located at 618 Riverview Drive in Fort Frances.
- 7.4 Amended Property Assessment Notices - The Committee recommended to receive the Amended Property Assessment Notice for properties located at 426 Victoria Avenue, 714 Armit Avenue and 525 Portage Avenue in Fort Frances for the 2016 taxation year.
- 7.5 Request for Reconsideration M.O.S. re: 323 Second Street E - The Committee recommended to receive the Minutes of Settlement for property located at 323 Second Street E. in Fort Frances for the 2016 taxation year.
- 7.6 2017 Budget Timeline - The Committee recommended to approve the 2017 Budget Timetable as presented.
- 7.7 Northwestern Ontario Sports Hall of Fame and Museum - The Committee recommended to approve a half page advertisement in the Northwestern Ontario Sports Hall of Fame and Museum's 35th Annual Induction Dinner Souvenir Program in the amount of \$250.00 plus applicable taxes.
- 7.8 Request for Reconsideration M.O.S. re: 839 Christie Ave - The Committee recommended to receive the Minutes of Settlement for property located at 839 Christie Ave. in Fort Frances for the 2016 taxation year.
- 7.9 Request for Reconsideration M.O.S. re: 1110 Second Street E. - The Committee recommended to receive the Minutes of Settlement for property located at 1110 Second Street E. in Fort Frances for the 2016 taxation year.
- 7.10 Mayor R. Avis - AMO Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$1,977.72 as submitted by Mayor Roy Avis for his attendance at the AMO Conference held in Windsor, Ontario from August 13 - 17, 2016.
- 7.11 Councillor P. Ryan - AMO Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$1,659.33 as submitted by Councillor Paul Ryan for his attendance at the AMO Conference held in Windsor, Ontario from August 13 - 17, 2016.
- 7.12 Councillor W. Brunetta - AMO Conference Travel & Per Diem Claims - The Committee recommended to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$1,026.76 as submitted by Councillor Wendy Brunetta for her attendance at the AMO Conference held in Windsor, Ontario from August 14 - 17, 2016.

## **8. Non-agenda Items**

- 8.1 D. Brown, CAO AMO AGM & Annual Conference Travel Claim - The Committee recommended to approve the Travel Expense claim in the total amount of \$464.02 as submitted by Doug Brown, CAO for his attendance at the AMO AGM & Annual

Conference held in Windsor, Ontario from August 13 – 17, 2016.

**9. Outstanding Items**

- 9.1 Couchiching First Nations Water & Sewer Agreement
- 9.2 Elected Officials Remuneration By-Law No. 02/10-C (Fall)

**10. Information**

- 10.1 Administration & Finance Department Stats as at July 31, 2016
- 10.2 General Fund Financial Statement as at July 31, 2016
- 10.3 Water & Sewer Fund Financial Statement as at July 31, 2016
- 10.4 Capital Fund Financial Statement as at July 31, 2016

**11. Adjourn / Next Meeting Date**

- 11.1 Tuesday, September 20, 2016

---

Executive Committee Chair

---

D. Brown, CAO