

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. # 19

October 22, 2019

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Council Chambers, Civic Centre on October 22, 2019 from 12:02 p.m. to 12:36 p.m.

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

ALSO PRESENT: D. Brown, CAO, D. Galusha, Treasurer, A. Bisson, Deputy Treasurer, T. Moffit, Fire Chief/CEMC (12:02 p.m. to 12:08 p.m.), K. Lawson, Deputy Clerk

**1. Call to Order 12:02 p.m.**

**2. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting. - No items identified.**

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

**4. Approval of Previous Committee Minutes**

4.1 Session No. 18 dated October 8, 2019.

Hallikas-Judson: Approved as amended.

CARRIED

**5. In-Camera - No items identified**

**6. Items Referred from Council**

6.1 Friends of the Museum Annual Fall Fundraising Gala.  
- committee recommended purchasing 10 tickets in the total amount of \$300.00 for the Fall Fundraising Gala event to be held at the Fort Frances Museum on November 7, 2019.

6.2 POA Paytickets Agreement and By-Law Authorization.  
- committee recommended that Mayor and Clerk be authorized to execute the authorizing agreement with Royal Bank and by-law for POA Payticket Service on behalf of the Corporation.

**7. New Business**

7.1 Consumer Price Index (CPI) Increase for 2020 User Fees.  
- committee recommended that division managers be directed to affect a 1.7% user fee increase for 2019 reflective of the Ontario Consumer Price Index inflationary increase for Executive Committee review.

7.2 Proposed 2020 Budget Schedule.  
- committee recommended approval of the 2020 Budget Timetable as presented with a start time of 2:00 p.m. for all Special Committee of the Whole meetings.

7.3 Doug Brown, CAO - Legal Proceedings Travel Expense Claim.  
- committee recommended approving the Travel Expense claim in the total amount of \$139.92 as submitted by D. Brown, CAO for his attendance at the Service Ontario Centre in Thunder Bay on October 2-3, 2019.

- 7.4 Amended Property Assessment Notice re: 241 Church St. (2019; and 237 Church Street (2019).  
- committee recommended receiving the Amended Property Assessment Notices for properties located at 237 Church Street and 241 Church Street in Fort Frances for the 2019 taxation year as received from MPAC.
- 7.5 Advisory Notice of Adjustment re: 1112 King's Highway (2017, 2018, 2019).  
- committee recommended receiving the Advisory Notice of Adjustment for property located at 1112 Kings Highway in Fort Frances for the 2017, 2018 and 2019 taxation year as received from MPAC.
- 7.6 Special Amended Property Assessment Notice re: 250 Church Street (2019).  
- committee recommended receiving the Special Amended Assessment Notice for property located at 250 Church Street in Fort Frances for the 2019 taxation year as received from MPAC which has resulted from a change in legislation.
- 7.7 Procedure By-Law Review.  
- committee recommended completing a review/rewrite of the Procedural By-Law in the steps as outlined in the report and presented by E. Slomke, Clerk.

**8. Non-agenda Items - no items identified**

**9. Information**

- 9.1 Fire & Rescue Service - September 2019 Report. - received as information.
- 9.2 2019 Reserve Funds. - received as information.

**10. Adjourn 12:36 p.m. / Next Meeting Date - November 19, 2019**

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Executive Committee Chair

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D. Brown, CAO