

TOWN OF FORT FRANCES

MINUTES

SESSION NO. 17

December 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 on December 8, 2020 from Noon p.m. to 12:48 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, L. Slomke, Clerk, J. Hughes, IT Manager, R. Thoms, B93.1 The Border (Noon to 12:26 p.m.) and K. Lawson, Deputy Clerk

1. Call to Order - Doug Brown CAO - Noon

- 1.1 Appointment of Chairperson and Vice Chairperson.
Doug Brown, CAO brought the matter to the floor. Councillor Judson indicated he was fine with having Councillor Wendy Brunetta remain as Chair and Councillor Andrew Hallikas remain as Vice Chair. All members were in agreement. The floor was then turned over to Councillor Brunetta to continue chairing the meeting.

2. Disclosure of pecuniary interest and the general nature thereof - no matters identified

3. Approval of Previous Committee Minutes

- 3.1 Session No. 16 dated November 17, 2020.

Judson-Hallikas: Approved as presented.

CARRIED

4. New Business

- 4.1 357/358 Applications for Tax Adjustment re: 1232 Colonization Road West. (2020).
- D. Galusha, Treasurer provided an overview of this report. Committee recommended processing the adjustment for 2020 taxes under **Section 357/358** of the Municipal Act for property located at 1232 Colonization Road West resulting from the removal of a garage from the property.
- 4.2 357/358 Applications for Tax Adjustment re: 615 First Street W. (2020).
D. Galusha, Treasurer provided an overview of this report. Committee recommended processing the adjustment for 2020 taxes under **Section 357/358** of the Municipal Act for property located at 615 First Street West resulting from the removal of a house from the property.
- 4.3 Councillor John McTaggart –OPP Governance and Legislative Changes Travel Expense Claim.
- Committee recommended approval of the per diem claim in the total amount of \$212.85 as submitted by Councillor John McTaggart for his attendance at the Ministry of the Solicitor General Regional Roundtable re: OPP Governance and related legislative changes held in Kenora on February 12, 2020.
- 4.4 Approved 2020 Capital Budget - Purchase of Server Equipment.
- J. Hughes, IT Manager provided an overview of his report. Committee recommended
- 4.5 Procedure By-Law - Clarification.
- E. Slomke, Clerk provided an overview of the report for proposed clarifications for the

procedural by-law. Committee recommended approval of the clarifications as presented. The Clerk will look at the Boards and Committees by-laws to determine if the timeline for submission of agenda materials is included. She will forward her findings to members via email once concluded.

5. Outstanding Items

- 5.1 Virtual Meeting Options.
J. Hughes, IT Manager advised that this item will be furthered at a future meeting.
- 5.2 Accessibility for Ontarians with Disabilities Act - Web Site Support - City of Belleville Resolution - October 26, 2020.
- D. Brown, CAO and J. Hughes, IT Manager spoke to this matter. Members were advised that the Town is in compliance respecting this issue and will not require any funding supports. This item will now be removed from the Outstanding Items.

6. Information

The following items were received as information.

- 6.1 2020 October Statement of Operations- General Fund.
- 6.2 2020 November Statement of Operations- General Fund.
- 6.3 2020 October Statement of Operations- Sewer Fund.
- 6.4 2020 November Statement of Operations- Sewer Fund.
- 6.5 2020 October Statement of Operations- Water Fund.
- 6.6 2020 November Statement of Operations- Water Fund.

7. Adjourn -12:48 p.m. / Next Meeting Date - January 5, 2021

Executive Committee Chair

D. Brown, CAO