

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #20

Tuesday, November 3, 2015

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on November 3, 2015 from 12:08 p.m. to 1:30 p.m.

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

ALSO PRESENT: Mark McCaig, CAO, Frank Sheppard, Fire Chief, Lisa Slomke, Clerk, Dawn Galusha, Deputy Treasurer and Laurie Witherspoon, Treasurer

REGRETS: None

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

1.1 Councillor Ken Perry called the meeting to order at 12:08 p.m.

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

2.1 None

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

3.1 None

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

4.1 The Committee considered the following resolution:  
Brunetta-Ryan: That the minutes of the previous meeting held on October 20, 2015 be approved as distributed. CARRIED

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

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

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

2016 Draft Emergency Services Budget

7.1 Marriage Solemnization Services - The Committee recommended that the Clerk bring forward a new by-law which authorizes the delivery of civil marriage solemnization services by the Office of the Clerk for the Corporation of the Town of Fort Frances.

7.2 Council Remuneration Requirement - The Committee recommended approval of the report to provide for the statutory review of the by-law to deem one-third (1/3) of Council Remuneration as expenses incident to the discharge of the duties as members of Council.

7.3 2016 Proposed User Fees - The Committee recommended that the user fees be brought forward in the 2016 User Fees Schedule and further that an authorizing by-law be prepared.

7.4 2016 Draft Corporate Budget - The Committee reviewed the draft Corporate Operating Budget.

- 7.5 2016 Draft Administration & Finance Budget - The Committee reviewed the draft Administration & Finance Operating Budget.
- 7.6 2016 Draft Emergency Services Budget - The Committee reviewed the draft Emergency Services Operating Budget.
- 7.7 2016 Draft Capital Budget - The Committee reviewed the draft Capital Budget. It was noted that the Financial Software estimate will be reduced to \$75,000.
- 7.8 Power Dam Project Group Financial Request - The Committee recommended to approve the Power Dam Project Group request to contribute to a comprehensive background and position paper development in the amount of \$858.00.

**8. Non-agenda Items**

**9. Outstanding Items**

- 9.1 Couchiching First Nations Water & Sewer Agreement

**10. Information**

**11. Adjourn / Next Meeting Date**

- 11.1 Tuesday, November 17, 2015

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Executive Committee Chair

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L. Witherspoon, Treasurer