

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #29

April 19, 2016

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on Tuesday, April 19, 2016 from 12:00 p.m.

PRESENT: Councillor Ken Perry, Councillor Paul Ryan and Councillor Wendy Brunetta

ALSO PRESENT: Mark McCaig, CAO, Dawn Galusha, Deputy Treasurer, Patrick Briere, By-Law Enforcement Officer, and Aaron Petrin, Human Resources Manager

REGRETS: Mayor Roy Avis

**1. Call to Order**

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

2.1 Policy Review- Suggestion Awards Program (Policy 3.14)

2.2 Financial Literacy Course report by Councillor Wendy Brunetta

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

**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 Tuesday, April 5, 2016 be approved as presented. CARRIED

**5. In-Camera**

**6. Items Referred from Council**

6.1 Northwestern Hockey Camp Canada Request- The Committee agreed with the recommendation of the Community Services Executive Committee to approve a rate of \$110.00/hour plus HST for ice rental fees for Northwestern Hockey Camp Canada for their 2016 summer hockey school at Memorial Sports Centre as requested.

**7. New Business**

7.1 P.O.A. Audited Financial Statement as at December 31, 2015- The Committee recommended the acceptance of the Provincial Offences- Fort Frances Court Services Area Trust Fund audited financials for the year ended December 31, 2015.

7.2 O.P.P. Lease Agreement Audited Financial Statement as at December 31, 2015- The Committee recommended the acceptance of the O.P.P. Office Lease Agreement audited financials for the year ended December 31, 2015.

7.3 Policy Review- Cell Phone Use (Policy 3.25)- The Committee recommended approval of the changes specified by the JHSC.

7.4 Policy Review- Health & Safety Enforcement & Discipline (Policy 5.28)- The Committee recommended approval of the changes specified by the JHSC.

**8. Non-agenda Items**

- 8.1 Policy Review- Suggestion Awards Program (Policy 3.14)- The Committee recommended removing this policy altogether.
- 8.2 Financial Literacy Course Report- Councillor Wendy Brunetta provided an overview of the course.

**9. Outstanding Items**

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

**10. Information**

- 10.1 General Fund, Water & Sewer Funds & Capital Fund Financial Statements as at March 31, 2016
- 10.2 Administration & Finance Stats as at March 31, 2016
- 10.3 Municipal Tax Advisory Group re: Canadian Tire Appeals Update

**11. Adjourn / Next Meeting Date**

- 11.1 Tuesday, May 3, 2016

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Executive Committee Chair

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M. McCaig, CAO