

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #32

Tuesday, June 7, 2016

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on Tuesday, June 7, 2016 from 12:00 p.m. Noon

PRESENT: Councillor Ken Perry, Councillor Wendy Brunetta and mayor Avis

ALSO PRESENT: Mark McCaig, CAO and Laurie Witherspoon, Treasurer

REGRETS: Councillor Paul Ryan

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

- 1.1 Councillor Ken Perry called the Administration & Finance Executive Committee Meeting to Order at 12:10 p.m.

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

- 2.1 Mark McCaig Arbitration & Forestry Meeting Travel Expense
- 2.2 Dr. Recruitment Requests
- 2.3 Library Services

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

- 3.1 Mayor Roy Avis declared a conflict of interest on Agenda Item 7.2 Mayor Roy Avis Economic Development Meeting Travel & Per Diem Claims as those were his 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, May 17, 2016 be approved as presented. CARRIED

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

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

- 6.1 OFSAA 2017 Committee Financial Request - The Committee recommended to support the OFSAA 2017 Championship tournament and authorize Platinum Sponsor in the amount of \$5,000.00, Memorial Sports Centre use & set up and to examine further sponsorship during the 2017 budget process.
- 6.2 Fort Frances Canadian Bass Championship (July 20 - 23, 2016) Request - The Committee recommended to:  
Item 1) Designate the Fort Frances Canadian Bass Championship (FFCBC) Live Release Tournament as a significant Community Festival & Event; Co-ordinate through E. Slomke, Clerk,  
  
Item 2) The use of Memorial Sports Centre stage, tables, chairs and Town picnic tables – The FFCBC will arrange for pick-up and return; Co-ordinate through J. Kabel, Community Services Manager and T. McKinnon, Parks working Foreman,

Item 3) Supply the necessary documents to facilitate closing the affected road to accommodate the tent for the event; Co-ordinate through E. Slomke, Clerk,

Item 4) Use of the four barricades for the use at the Sorting Gap; Co-ordinate through M. Strachan, Transport Superintendent,

Item 5) Building Permit application (in-kind) for the erection of the tent; Co-ordinate through T. Rob, CBO,

Item 6) The Memorial Sports Centre will provide a list of vacant dock slips for tournament use; Co-ordinate through J. Kabel, Community Services Manager,

Item 7) Waive launch fees for tournament competitors and volunteers from July 20th to July 23rd. FFCBC will provide the Sorting Gap Marina staff with a list of tournament anglers and names of volunteers (spotters, catch & release and photography boats) who plan to launch there; Co-ordinate through J. Kabel, Community Services Manager,

Item 8) Authorize temporary installation of poles and flags on the concrete pylons and edges of the launch ramp and the removal of older FFCBC flags currently on the Marina docks that are in a state of disrepair; Co-ordinate through J. Kabel, Community Services Manager,

Item 9) Allow the FFCBC to attach pennants, signs, and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event. The installation of banners, signs & pennants should not create a safety hazard to pedestrians walking or riding bikes along the waterfront walkways and motorists' sight lines or vision should not be obstructed when driving along Front Street. Ensure that the same method of attaching banners, signs & pennants to the streetlights poles as in 2015 is utilized in 2016.

Item 10) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key; Co-ordinate through J. Kabel, Community Services Manager, and

The Town will assist in the set up & take down of the Main Event Tent - the O & F division workforce – 4 Public Works workers and 4 Parks workers will provide assistance in installing/removing the perimeter support pegs and installing/removing the large main tent poles. Each worker puts in approximately 12 hours providing assistance with installing/removing the main event tent.

Further, that the responsible entity for the Fort Frances Canadian Bass Championship Live Release Tournament ensure a minimum of \$5,000,000 commercial general liability insurance, name the Town of Fort Frances as an additional insured, and have Host Liquor Liability coverage if their event sells liquor & that certified Smart Serve bartenders are used for any liquor sales for their event planned to start on July 20th, 2016 through to the date the tent is taken down.

- 6.3 Rainy River Vet Services Committee Annual Vet Assistance Request - The Committee recommended to make a contribution to the Vet Assistance Trust Fund in the amount of \$650.00 to support the request from the Rainy River Vet Services Committee.
- 6.4 Township of Killaloe-Hagarty-Richards re: Fort McMurray Recovery Donation Challenge - The Committee recommended to receive the Township of Killaloe, Hagarty and Richards request regarding Fort McMurray donation challenge and that no further action be taken.

## **7. New Business**

- 7.1 BIA 2016 Budget & Tax Rate - The Committee recommended to approve the 2016 BIA Budget and authorize that a by-law setting the 2016 BIA tax rates, levy and collection be

brought forth.

- 7.2 Mayor Roy Avis Economic Development Meeting 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 \$ as submitted by Mayor Roy Avis for his attendance at the Economic Development Meeting held in Thunder Bay, Ontario on May 25, 2016.

**8. Non-agenda Items**

- 8.1 Mark McCaig Arbitration & Forestry Meeting Travel Expense Claim - The Committee recommended to approve the Travel Expense claim in the total amount of \$110.00 as submitted by Mark McCaig, CAO for his attendance at the Arbitration & Forestry Meetings held in Thunder Bay from May 23 – 25, 2016.
- 8.2 Dr. Recruitment Requests - The Committee recommended that a letter be sent to the Doctor Recruitment Committee outlining our past, present and future commitment for support for doctor recruitment.
- 8.3 Library Services - Verbal update on Board suggestion of changing signing authority. The Committee recommended further investigation and discussion.

**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 Rainy River District Social Services Administration Board Financial Statements for the year ended December 31, 2016

**11. Adjourn / Next Meeting Date**

- 11.1 Next Meeting Date: Tuesday, June 21, 2016 at 12:00 p.m.

---

Executive Committee Chair

---

M. McCaig, CAO