

TOWN OF FORT FRANCES
ADMINISTRATION AND FINANCE EXECUTIVE COMMITTEE

MINUTES

SESSION NO. # 45

February 7th, 2017

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on February 7th, 2017 from 12:06 p.m. p.m. to 12:19 p.m.

PRESENT: Councillor K. Perry; Councillor G. P. Ryan

ALSO PRESENT: D. Brown, CAO; L. Lindberg, Treasurer; D. Galusha, Deputy Treasurer; L. Slomke, Clerk

REGRETS: Mayor R. Avis; Councillor W. Brunetta

1. **Call to Order 12:06 p.m.**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting - None were identified.**

3. **Disclosure of pecuniary interest and the general nature thereof**
Councillor Ken Perry disclosed an interest in Items 7.3 and 7.4 from this agenda as the travel and per diem expense claims for the Rainy River District Municipal Association (RRDMA) meeting in Rainy River and the Rural Ontario Municipal Association (ROMA) Conference in Toronto were his.

4. **Approval of Previous Committee Minutes**

4.1 Session No. 44 dated January 17, 2017.

Ryan-Perry: Approved as presented.

CARRIED

5. **In-Camera - None identified**

6. **Items Referred from Council**

6.1 Rainy River Future Development Corporation Per Capita Request.
- committee recommended that the \$7.00 per capita request totalling \$55,685.00 be included in the 2017 General Operational Budget.

7. **New Business**

7.1 Travel Policy.
- committee supported the recommendation of the Remuneration Committee to amend their Terms of Reference as established within By-Law 02/10, and further that the Remuneration Committee will complete a review of the Travel Policy as it pertains to meals and mileage and bring a further recommendation back to Council.

7.2 Mayor Roy Avis - MPAC Meeting Travel & Per Diem Claim.
-committee recommended approving the Mayor's Travel Statement – Mayor/Council Honorarium Per Diem and Travel Expense claim in the total amount of \$269.19 as submitted by Mayor Roy Avis for his attendance at a meeting with MPAC held in Thunder Bay, Ontario on January 25, 2017.

7.3 Councillor Ken Perry - RRDMA Meeting and ROMA Conference Travel and Per Diem.
- Councillor Perry disclosed his interest in this item as the travel and per diem claim being considered was his. He did not speak to the matter and as there were only 2 voting members in attendance, the matter will be brought forward to the Committee of the

Whole Council agenda for the February 13th, 2017 meeting for review and consideration.

- 7.4 Councillor Ken Perry - NOMA Executive Meeting Per Diem Claim.
- Councillor Perry disclosed his interest in this item as the per diem claim being considered was his. He did not speak to the matter and as there were only 2 voting members in attendance, the matter will be brought forward to the Committee of the Whole Council agenda for the February 13th, 2017 meeting for review and consideration.
- 7.5 Councillor Wendy Brunetta - RRDMA Meeting and ROMA Conference Travel & Per Diem.
- committee recommended approval of the Travel Statement – Mayor/Council Honorarium Per Diem and Travel Expense claim in the total amount of \$867.50 as submitted by Councillor Wendy Brunetta for her attendance at the RRDMA Annual General Meeting held in Rainy River, Ontario and the ROMA Conference held in Toronto, Ontario.
- 7.6 Councillor Wendy Brunetta - NOMA Executive Meeting Per Diem Claim.
- committee recommended approval of the the Per Diem claim in the amount of \$240.00 as submitted by Councillor Wendy Brunetta for her attendance at a NOMA Executive meeting held in Thunder Bay on January 24, 2017.
- 7.7 Councillor Wendy Brunetta - AMO Conference Travel Claim.
- committee recommended approval of the Travel Expense claim in the total amount of \$116.39 as submitted by Councillor Wendy Brunetta for unavoidable travel expenses incurred while attending the AMO Conference in Windsor, Ontario on August 14-17, 2016.
- 7.8 D. Brown, CAO - CUPE Mediation Travel Claim.
- committee recommended approving the Travel Expense claim in the total amount of \$65.00 as submitted by Doug Brown, CAO for his attendance at a CUPE Mediation meeting from January 18-19, 2017.
- 7.9 D. Brown, CAO ROMA Conference Travel Claim.
- committee recommended approval of the Travel Expense claim in the amount of \$653.01 as submitted by Doug Brown, CAO for his travel and attendance at the ROMA Conference held in Toronto, Ontario January 28-31, 2017.

8. Non-agenda Items - None were identified.

9. Information

- 9.1 Provincial Offences Statistical Report for the Year Ending 2016 - received as information only.
- 9.2 Fort Frances Fire & Rescue OFM Statistical Report for 2016 - received as information only.

10. Adjourn 12:09 p.m. / Next Meeting Date - March 7, 2017

Executive Committee Chair

D. Brown, CAO