

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 55

September 5, 2017

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on September 5, 2017 from 12:04 p.m. to 12:54 p.m.

PRESENT: Councillor K. Perry, Chair, Mayor R. Avis, Councillor W. Brunetta, Councillor G.P. Ryan.

ALSO PRESENT: D. Brown, CAO, L. Lindberg, Treasurer, D. Galusha, Deputy Treasurer, L. Slomke, Clerk and K. Lawson, Secretary.

REGRETS:

1. **Call to Order**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting. - None identified**
3. **Disclosure of pecuniary interest and the general nature thereof**
 - 1) Mayor Avis disclosed an interest in agenda item 7.4 as the AMO Conference per diem and travel expenses were his. He did not participate in any discussion of the item.
 - 2) Councillor Ryan disclosed an interest in agenda item 7.5 as the AMO Conference per diem and travel expenses were his. He did not participate in any discussion of the item.

4. Approval of Previous Committee Minutes

4.1 Session No. 54 dated August 8th, 2017

Ryan-Brunetta: Approved as presented.

CARRIED

5. In-Camera - No issues identified

6. Items Referred from Council

- 6.1 Fort Frances Girls Hockey Association Sponsorship Request.
- Committee recommended deferring this item until the next regular Administration and Finance Executive Committee meeting.
- 6.2 Northwest Ontario's Sunset Country Travel Association.
- Committee recommended approving the request from Northwest Ontario's Sunset Country Travel Association for their annual per capita marketing contribution in the amount of \$2,187.63 plus HST.
- 6.3 Northwestern Ontario Sports Hall of Fame and Museum Financial Page.
- Committee recommended receiving only the request from the Northwestern Ontario Sports Hall of Fame and Museum.

7. New Business

- 7.1 Amendment to Policy No. 6.2 - Sale of Town Lands.
- Committee recommended approval of certain amendments to Policy No. 6.2 - Sale of Town Lands, and further recommended referring the existing Industrial Park Marketing Strategy and the Property Value Revitalization Program to the Economic Development Advisory Committee for recommendation.

- 7.2 Request for Reconsideration - Minutes of Settlement re: 363 Church Street (2017); 333 Third Street West (2017); 335 Third Street West (2017); and 1151 River Road West (2017).
- Committee recommended receiving the Minutes of Settlement for the properties at 363 Church Street, 333 Third Street West, 335 Third Street West and 1151 River Road West for the 2017 taxation year.
- 7.3 New Multi-Residential Class.
- Committee recommended approval of the amendment to By-Law 23/17 with the addition of a new line "m". The New Multi-Residential property class is 1.0 and Schedule "A" will be amended by adding New Multi-Residential Education Tax Rate of 0,00179000 and General Tax Rate of 0.01686886.
- 7.4 Mayor Avis AMO Conference Per Diem & Travel Expense.
- Committee recommended approval of the per diem and travel expense claims for Mayor Avis for his attendance at the Association of Municipalities of Ontario (AMO) Conference held in Ottawa August 12th to 17th, 2017 in the amount of \$2,267.33 as submitted by Mayor Avis.
- 7.5 Councillor Ryan's AMO Conference Per Diem & Travel Expense.
- Committee recommended approval of the per diem and travel expense claims for Councillor Ryan for his attendance at the Association of Municipalities of Ontario (AMO) Conference held in Ottawa August 12th to 17th, 2017 in the amount of \$2,438.97 as submitted by Councillor Ryan.
- 7.6 Doug Brown, CAO - Purchase Card Expenses.
- Committee recommended approval of the purchase card travel expenses for Doug Brown, CAO for his attendance at the Northwestern Ontario CAO's Group Meeting with MPAC and the Ministry of Municipal Affairs meeting held in Thunder Bay on July 4th and 5th, 2017 as submitted by D. Brown, CAO.
- 7.7 CAO Doug Brown 2017 AMO Conference Travel Expense.
- Committee recommended approval of the travel claim expenses for D. Brown, CAO for his attendance at the Association of Municipalities of Ontario (AMO) Conference held in Ottawa August 12th to 17th, 2017 in the amount of \$1,077.24 as submitted by D. Brown, CAO.
- 7.8 2018 Budget Timetable.
- Committee recommended approval of the 2018 Budget Timetable as presented. Committee was advised that Dawn Galusha, Deputy Treasurer would be tasked with the budget process, and Laurie Lindberg would be a resource person, providing any assistance where necessary.

8. Non-agenda Items - None were identified

9. Outstanding Items - None

10. Information

- 10.1 Fort Frances Fire & Rescue Service - July 2017 Statistical Report. - received as information.
- 10.2 Town of Fort Frances Capital Financial Statements for the Eight Months Ending August 31, 2017. - received as information.
- 10.3 Town of Fort Frances General Fund (Operating) Summary for the Eight Months Ending August 31, 2017. - received as information.

10.4 Town of Fort Frances Water & Sewer Fund (Operating) Summary for the Eight Months Ending August 31, 2017. - received as information.

11. Adjourn 12:54 p.m. / Next Meeting Date - September 19, 2017

Executive Committee Chair

D. Brown, CAO