

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. # 68

April 17, 2018

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on April 17, 2018 from 12:01 p.m. to 12:29 p.m.

PRESENT: Councillor K. Perry, Chair, Mayor R. Avis (12:17 p.m. to 12:29 p.m.), Councillor W. Brunetta, Councillor G.P. Ryan.

ALSO PRESENT: L. Lindberg, Treasurer, D. Galusha, Deputy Treasurer, T. Moffitt, Fire Chief/CEMC (12:01 p.m. to 12:15 p.m.) and K. Lawson, Secretary

REGRETS: D. Brown, CAO

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 - none identified**
4. **Approval of Previous Committee Minutes**

4.1 Session No. 67 dated April 3rd, 2018.

Brunetta-Ryan: Approved as presented.

CARRIED

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

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

- 6.1 Rainy River Valley Agricultural Society financial request.  
- committee recommended that the request be received only with no further action.
- 6.2 Borderland Pride Request (12:01 p.m. to 12:07 p.m.).  
- Mr. Douglas W. Judson was in attendance to speak to the request.  
- committee recommended formally declaring the week of Monday, July 9th through Sunday, July 15th, 2018 as "Pride Week" in the Town of Fort Frances, permitting and assisting in holding a flag raising event at the Town office on July 14th to be coordinated with the Clerk's Office; and providing guidance with respect to any necessary permits or escorts that must be arranged for a pedestrian Pride march, also to be coordinated with the Clerk's Office.

### **7. New Business**

- 7.1 Waiving of Procurement Policy.  
- T. Moffitt, Fire Chief/CEMC was in attendance to speak to the report.  
- committee recommended approval for waiving of Procurement Procedures Policy 4.0 with respect to purchases over \$5,000. but not exceeding \$35,000. for the purchase of Extrication eDraulics Cutters & Spreaders from CODE 4 Fire & Rescue Inc.
- 7.2 Health and Safety Policy - Annual Review.  
- committee recommended approving the Health & Safety Policy - Annual Review.
- 7.3 2018 Capping Parameters for Capped Properties.  
- committee recommended approving the 2018 capping parameters as outlined in the

report and the preparation of an authorizing by-law for capping parameters and the percentage which tax decreases are limited.

- 7.4 Use of Corporate Resources in Election Periods Policy.  
- L. Slomke, Clerk was in attendance to speak to the report.  
-committee recommended adoption of the Use of Corporate Resources in Election Periods Policy 1.17.
- 7.5 Further Bill 68 Amendments - Declaration of Interest.  
L. Slomke, Clerk was in attendance to speak to the report.  
- committee recommended accepting the report and procedures outlined therein and support implementation of this process effective immediately.
- 7.6 Recount Policy - 2018 Municipal Elections.  
L. Slomke, Clerk was in attendance to speak to this report.  
- committee recommended moving forward in the 2018 Municipal Election utilizing the recount provisions found in the Municipal Elections Act and not implement a separate policy/by-law.

**8. Non-agenda Items - none identified.**

**9. Standing Items**

Railway Right-Of Way Information - Update.

- 9.1 High-Tonnage Rail Lines Revenue Request.  
- committee recommended passing a formal resolution requesting that the Minister of Finance the high-tonnage rate for railway right-of-way properties in the Town of Fort Frances at the committee believes that the Municipality meets the high-tonnage threshold.

**10. Information**

- 10.1 Fire & Rescue Services - March 2018 Report. - received as information.
- 10.2 Town of Fort Frances General Fund (Operating) Summary for the Three Months Ending Saturday, March 31, 2018 - received as information.
- 10.3 Town of Fort Frances Water and Sewer Fund (Operating) Summary for the Three Months Ending Saturday, March 31, 2018 - received as information.

**11. Adjourn / Next Meeting Date - May 8, 2018**

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Executive Committee Chair

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D. Brown, CAO