

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 71

June 5, 2018

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room on June 5, 2018 from 11:56 a.m. p.m. to 12:30 p.m.

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

ALSO PRESENT: D. Brown, CAO, L. Lindberg, Treasurer, D. Galusha, Deputy Treasurer, T. Moffitt, Fire Chief/ CEMC (11:56 a.m. to 12:25 p.m.), J. Forbes, Human Resources Coordinator, K. Lawson, Secretary, T. Thoms, B93.1 The Border, T. Enge and K. Kirk, Fort Frances Minor Hockey Association (11:56 a.m. to 12:10 p.m.).

REGRETS:

1. **Call to Order 11:56 a.m.**
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. 70 dated May 22, 2018.

Ryan-Brunetta: Approved as presented.

CARRIED

5. **In-Camera - none identified.**
6. **Items Referred from Council**

- 6.1 Forgiveness Request from Fort Frances Minor Hockey Association.
 - Travis Enge, Treasurer and Kim Kirk, Registrar, Fort Frances Minor Hockey Board representatives were in attendance (11:56 a.m. to 12:10 p.m.).
 - committee recommended that any further interest charges be ceased on the \$1,632.43 owing from the Fort Frances Minor Hockey Association, with an expected payment in full in August.
- 6.2 Fort Frances Legion Branch #29 - Ladies Auxiliary donation request.
 - committee recommended approval of a donation in the amount of \$250.00 for the 2019 Biennial Provincial Convention being hosted by the Fort Frances Legion Branch #29 Ladies Auxiliary.

7. New Business

- 7.1 Proposed Draft Emergency Management Plan By-Law.
 - committee recommended approval of the proposed Draft Emergency Management Plan By-Law report and further recommended that an authorizing by-law be prepared for Council approval.
- 7.2 Proposed Draft Emergency Management Program By-Law.
 - committee recommended approval of the proposed Draft Emergency Management Program By-Law report and further recommended that an authorizing by-law be prepared for Council approval.

- 7.3 2018 BIA Budget and Tax Rates.
- committee recommended approval of the 2018 BIA Budget and further recommended that an authorizing by-law setting the 2018 tax rates, levy and collection be prepared for Council approval at the June 11th, 2018 regular meeting of Council.
- 7.4 Establishing a Council Remuneration & Benefits Review Committee.
- committee recommended: 1) THAT a Council Remuneration & Benefits Review Committee be formed; 2) THAT Administrative support staff include the HR Coordinator, the Treasurer and CAO; and 3) THAT the Terms of Reference be approved as outlined in the report.

8. Non-agenda Items - none identified

9. Adjourn 12:30 p.m. / Next Meeting Date - June 19, 2018

Executive Committee Chair

D. Brown, CAO