

TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 004

February 5, 2019

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Committee Room, Civic Centre on February 5, 2019 from 9:00 a.m. to 9:50 a.m.

PRESENT: Chairperson W. Brunetta, Councillors D. Judson and A. Hallikas, Mayor J. Caul (ex-officio)

ALSO PRESENT: D. Brown, CAO, D. Galusha, Treasurer, J. Forbes, Human Resources Manager, K. Lawson, Deputy Clerk

REGRETS:

1. **Call to Order 9:00 a.m.**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**

2.1 D. Brown, CAO - Financial Indicators.

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

3.1 Councillor Andrew Hallikas disclosed an interest in item 6.2 as the RRDMA AGM Per Diem Claims were his. He did not participate in any discussion when the matter was discussed.

3.2 Councillor Douglas Judson disclosed an interest in item 6.3 as the RRDMA AGM Per Diem Claims were his. He did not participate in any discussion when the matter was discussed.

4. **Approval of Previous Committee Minutes**

4.1 Session No. 3 dated January 22, 2019.

Hallikas-Judson: Approved as presented.

CARRIED

5. **Items Referred from Council**

5.1 Safe Communities - Rainy River District Annual Per-Capita Request.
- committee recommended approving the Safe Communities - Rainy River District \$.50 per capita financial request in the amount of \$3,977.50 for 2019.

6. **New Business**

6.1 Councillor Michael Behan - RRDMA Annual General Meeting Per Diem.
- committee recommended approving Schedule "F" Travel Statement - Mayor/Council Honorarium per diem claim in the total amount of \$160.00 as submitted by Councillor Michael Behan for his attendance at the RRDMA Annual General Meeting on January 19, 2019.

6.2 Councillor Andrew Hallikas - RRDMA Annual General Meeting Per Diem.
- committee recommended approving Schedule "F" Travel Statement - Mayor/Council Honorarium per diem claim in the total amount of \$160.00 as submitted by Councillor Andrew Hallikas for his attendance at the RRDMA Annual General Meeting on January 19, 2019.

- 6.3 Councillor Douglas Judson - RRDMA Annual General Meeting Per Diem.
- committee recommended approving Schedule "F" Travel Statement - Mayor/Council Honorarium per diem claim in the total amount of \$160.00 as submitted by Councillor Douglas Judson for his attendance at the RRDMA Annual General Meeting on January 19, 2019.
- 6.4 Councillor Rick Wiedenhoeft - RRDMA Annual General Meeting Per Diem.
- committee recommended approving Schedule "F" Travel Statement - Mayor/Council Honorarium per diem claim in the total amount of \$160.00 as submitted by Councillor Rick Wiedenhoeft for his attendance at the RRDMA Annual General Meeting on January 19, 2019.
- 6.5 Council - Staff Relations Policy.
- committee recommended approval and implementation of the Council Staff Relations Policy as presented.

7. Non-agenda Items

- 7.1 D. Brown, CAO provided committee members with Financial Indicators. Committee received as information.

8. In-Camera

- 8.1 A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board: Consultants Report - RFP

- committee recommended awarding the RFP as laid out in the report.

9. Adjourn / Next Meeting Date - February 19, 2019

Executive Committee Chair

D. Brown, CAO

Executive Committee Chairperson

D. Brown, CAO