

TOWN OF FORT FRANCES

Community Services Executive Committee

AGENDA - February 29, 2016 10:30 AM

MEETING - Memorial Sports Centre - '52 Canadians Meeting Room

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1	<u>CALL TO ORDER (Session #23)</u>
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4	<u>APPROVAL OF PREVIOUS COMMITTEE MINUTES</u>
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TOWN OF FORT FRANCES

MINUTES

SESSION NO. # 22

February 1, 2016

The meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Memorial Sports Centre - '52 Canadians Meeting Room on February 1, 2016 from 10:30 a.m. to 8:50 a.m.

PRESENT: Ken Perry - Chairman, John Albanese - Councillor, June Caul - Councillor, Jason Kabel - Manager of Community Services

ALSO PRESENT:

1 CALL TO ORDER

- 1.1 K. Perry called this meeting of the Community Services Executive Committee to order at 10:29am.

2 APPROVAL OF AGENDA (call for non-agenda items) - NIL

3 DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF - NIL

4 APPROVAL OF PREVIOUS COMMITTEE MINUTES

- 4.1 Community Services Executive Committee Meeting - January 4, 2016 **-Approved as circulated.**

5 ITEMS REFERRED FROM COUNCIL - NIL

6 NEW BUSINESS

- 6.1 Canada 150 Mosaic - the committee determined that the Canada 150 Mosaic project would not be feasible as a Community Services initiative due to the financial commitment required and the human resources to manage the project, ergo it will not be recommended as a viable project.
- 6.2 Memorial Sports Centre Facility Tour - The committee toured the complex and were afforded the opportunity for Q&A throughout.

7 IN-CAMERA - NIL

8 NON-AGENDA ITEMS - NIL

9 INFORMATION

9.1 Next Meeting Date - Monday, March 7, 2016

10 CLOSING

K. Perry, Executive Committee Chair

J. Kabel, Manager of Community Services

REPORT

TO: Community Services Executive Committee

FROM: Shawna McRitchie, Children's Complex Superintendent

DATE: February 24, 2016

RE: **2015 Child Care Workers Wage Enhancement Application**

BACKGROUND

On January 22, 2016 the Ministry of Education announced that Ontario is providing a \$1 per hour wage increase for eligible child care workers who qualify in the licensed child care sector, bringing the total wage increase up to \$2 per hour, plus benefits.

In 2015, it was approved that the Children's Complex move forward with the Wage Enhancement Application and with that the funds were disbursed in a onetime lump sum with the remainder of the Wage Enhancement was allocated per paycheck.

On February 8th the Town received an email from the local DSSAB with the 2016 Provincial Child Care Wage Enhancement Grant. (Applications are due by March 31, 2016) Wage Enhancement funding entitlement is allocated to operators based on the hours worked in qualifying positions for the prior year. This means that operators will be required to apply for funding every year to update this information.

To be eligible for the Grant, the staff must not earn more than \$26.27 per hour. The objectives of the wage enhancement are:

- To help close the wage gap between RECEs working in the publicly funded education system and those in the licensed child care sector;
- To help stabilize child care operators by supporting their ability to retain RECEs and non-RECE program staff; and
- To support greater employment and income security.

One issue that exists relates to the positions that are covered under the Grant. At the current time, the CUPE Local 65 Collective Agreement shows a Wage Schedule at the Children's Complex of:

Position	Wage Rate/Hr
Resource Teacher	\$24.70

Qualified Day Care Teacher (Early Childhood Education Diploma)	\$24.70
Day Care Cook	\$23.75
Qualified Interim Replacement staff (Early Childhood Education Diploma)	\$21.74
Best Start Hub Assistant	\$21.43
Unqualified Day Care Teacher, Interim Unqualified, Interim Cook	\$19.64

As shown above, the Resource Teacher and the Qualified Day Care Teacher have the same wage, but the Resource Teacher's work does not qualify for the Grant. In addition, the Resource Teachers are required to have two years' additional education. Payment of this Grant to the other staff, but not the Resource Teachers will create an additional inequity for the Resource Teachers who are currently employed.

The Grant calculation only supports a benefit component of 17.5%, which includes 4% for vacation. The estimated benefit costs, not including vacation, are approximately 24.8% for 2015. In addition, some of our Children's Complex staff have upwards of 7 weeks' vacation so the Grant will not be paid on the additional weeks, thus these employees will receive a lower income for the year than peers that have less vacation.

RECOMMENDATION

The Community Services Executive Committee recommends to Mayor & Council to approve the submission of the Provincial Child Care Wage Enhancement Grant (deadline March 31st).

Respectfully Submitted,

Shawna McRitchie
Children's Complex Superintendent

REPORT

TO: Mayor Avis & Council

FROM: Jason Kabel, Manager of Community Services

DATE: Friday, February 26, 2016

RE: **Janitorial Tender 16-CS-02 – Sister Kennedy Centre & FF Children's Complex**

The Community Services Division undertook a Request for Proposals (RFP) call for janitorial services to be performed at the Fort Frances Children's Complex & Sister Kennedy Centre for the remaining portion of 2016 (prorated as required) and 2017.

There were five tender packages that were picked up at the Civic Centre by interested parties and one picked up at the Memorial Sports Centre. There were three submissions received by the tender closing deadline of Tuesday, February 16, 2016 – 2:00pm.

Below is a summary of the submissions:

	HST Included	2016		2017	
Sister Kennedy Centre		Monthly	Annual	Monthly	Annual
J-Scrub Professional Cleaning Services	Yes	\$922.08	\$11,064.96	\$922.08	\$11,064.96
RAS Maintenance Services	No	\$778.95	\$9,347.40	\$778.95	\$9,347.40
Ink Spotz Apparel +	Yes	\$1,130.00	\$13,560	\$1,130.00	\$13,560
Fort Frances Children's Complex					
J-Scrub Professional Cleaning Services	Yes	\$4,633.00	\$55,596.00	\$4,633.00	\$55,596.00
RAS Maintenance Services	No	\$2853.75	\$34,242.00	\$2853.75	\$34,242.00

Existing Janitorial Services

Sister Kennedy Centre – currently the facility is being serviced by Stacy Johnson & Frank Fraser at the rate of \$750/month. Stacy & Frank are willing to continue with the service in conjunction with the yard maintenance and snow clearing that they also perform at the Centre.

Fort Frances Children's Complex – currently the facility is being serviced by Marianne Hellisoe who took over from the previous contractor in December 2015 who was unable to continue with the contractual duties. Marianne is no longer able to offer janitorial services at the Complex.

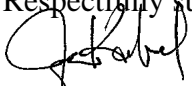
RECOMMENDATION

The Community Services Division recommends to Mayor & Council to award the janitorial RFP as follows:

Sister Kennedy Centre – No award to the submitted proposals but pursue a contract with Stacy Johnson & Frank Fraser to continue services at \$750/month.

Fort Frances Children's Complex - RAS Maintenance Services

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J. Kabel', written over the printed name.

Jason Kabel



REPORT

TO: Mayor Avis & Council
FROM: Jason Kabel, Manager of Community Services
DATE: Friday, February 26, 2016
RE: **Boundary Waters Dragon Boat Festival Request**

At the regular meeting of Council on February 8, 2016, the attached letter of support from the Boundary Waters Dragon Boat Festival has a list of requests for their event to be hosted at the Sorting Gap Marina on June 25, 2016. The letter was referred by Council to all Executive Committees with Administration & Finance Executive Committee as lead.

There are not any single items that are specific to the Community Services Division but the division will typically receive a request prior to the season to allow the Dragon Boat Committee to occupy a dock position at the marina docks.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. Kabel", is written over the typed name.

Jason Kabel



E-Mail: dragonboatff@gmail.com
Like: facebook.com/dragonboatff
Visit: www.boundarywatersdragonboat.com

January 21, 2016

Mayor & Council
Town of Fort Frances
320 Portage Avenue
Fort Frances, ON
P9A 3P9



RE: INTERNATIONAL BOUNDARY WATERS DRAGON BOAT FESTIVAL

Dear Mayor and Council:

We respectfully request the following support from the Town of Fort Frances for Saturday, June 25th, 2016.

1. Designate, in writing, the International Boundary Waters Dragon Boat Festival as a significant community festival and event;
2. Authorize the use of Town picnic tables. The Boundary Waters Dragon Boat Festival Committee will organize and arrange for their pick up and return;
3. The Boundary Waters Dragon Boat Foundation will be filling out an event permit. We request that the Town cover any charges associated with said permit;
4. Supply the International Boundary Waters Dragon Boat Festival with the necessary documents and signage to facilitate closing the road to accommodate the needed team and public participation areas from the Sorting Gap Marina Building (to allow continued public access to the boat launch during the event) to Butler Avenue;
5. Allow the International Boundary Waters Dragon Boat Festival Committee to attach pennants, signs and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event;
6. Allow access for electrical power;
7. Ensure extra garbage cans at the site, and a garbage pick-up at the end of the day.

Thank you for your consideration, and we look forward to discussing our request in greater detail at your convenience.

Sincerely,

Greg Thorstad, President
Boundary Waters Dragon Boat Foundation,
Team Coach & Festival Organizer

Partnership Proposal



Contact Information			
Group/Organization: Memorial Sports Centre			
Mailing Address: 740 Scott St			
City:	Fort Frances	Postal Code:	P9A 1H8
		Phone:	807-274-4561
Contact Person:	Leana Moffitt	Position:	Program Director
		Phone:	
Email Address:	lmoffitt@fort-frances.com	Fax:	807-274-3799
Project Information			
Activity Name: Rec N Crew Play Streets			
Tell us about your idea and why this is a good idea for your community (maximum 100 words)			
The goal of the project is to provide more opportunities for kids to try life long sports and recreation activities in a non-competitive, play-based environment. The project has 3 key components: 1) bringing Play Streets to Fort Frances (turning streets into play spaces), 2) enhancing the Rec N Crew Program and, 3) developing a Junior Leaders-in-Training mentor program. Children taking part in the programs will also be involved in community outings to experience sport/activity opportunities in the community (orienteering, geoacaching, curling). If we give kids more opportunities to learn sports skills in a			
Who and how many will benefit from the activity? (maximum 50 words)			
The primary target group will be school aged children of the Rainy River District. 400 children under the age of 15 will benefit from the programs. Playstreets will be launched in three lower income neighborhoods. Rec N Crew is a very low cost program that is available to all elementary-aged children.			
Plan of Action - Outline key steps and dates for planning, implementing and completing the activity			
Steps		Date	
Bring partners together to develop plan, timelines and choose neighborhood for play streets		February	
Purchase program supplies required		February	
Promote program to area schools, sports clubs and parents		on-going	
Provide training for junior leaders in training		June	
Rec N Crew program on PD Days, March Break and weekly during the summer		on-going	
Budget - How will the funds be used? Itemize all applicable expenses. Please be specific. Refer to list of eligible expenses.			
Expenses		Amount Requested	
Services:	Honorarium for junior leaders in training	250	
Program Materials:	Playstreet and Rec N Crew supplies: New Age Curling, Team Launch Volleyball, Drag n tails, orienteering, team home run, tri golf set, action drive	4510.98	
Transportation:			
TOTAL amount requested		4960.98	
Complete the following questions, ONLY IF you are applying for more than \$1000 (up to \$5000 maximum):			
Need - How will the project meet an identified need in your community and how will it promote physical activity?			
Less than 15% of kids are active enough to meet the recommended guidelines for physical activity. Locally, girls were less likely to meet the Canadian Physical Activity Guidelines, with 9.8% of females getting at least 60 minutes of moderate to vigorous physical activity daily, compared with 19.4% of males (SHAPES, 2014). We need to increase more play-based opportunities to expose kids to sport and skill development at an early age.			
Sustainability Plan - How will the activity be maintained and/or have a lasting impact?			
Partners are in place to ensure programs sustainability. The municipal recreation program will incorporate the junior leaders in training program into regular staff training. By increasing the volunteer base of junior leaders, we can provide additional community activities like PlayStreets and increase support and skill development for Rec N Crew. We are trying to increase			
Partners - List any other partners involved and their role in the activity			
Partner	Role/Contribution to the project		
local schools	promotion		
local clubs	coaching, expertise, knowledge		
OPP	planning, implementation of playstreets		
junior leaders	volunteer with community activities		

Applicants may attach any additional support documents relevant to the proposal.

Please e-mail this form to Saralyn Semeniuk - ssemeniuk@nwhu.on.ca or Fax 807-223-5754 by January 22, 2016.

Save form to desktop