

# TOWN OF FORT FRANCES

## Community Services Executive Committee

### AGENDA - March 7, 2016 10:30 AM

#### MEETING - Memorial Sports Centre - '52 Canadians Meeting Room

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<b>1</b> <b><u>CALL TO ORDER (session #24)</u></b>	
<b>2</b> <b><u>APPROVAL OF AGENDA (Call for non-agenda items)</u></b>	
<b>3</b> <b><u>DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF</u></b>	
<b>4</b> <b><u>APPROVAL OF PREVIOUS COMMITTEE MINUTES</u></b>	
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<b>5</b> <b><u>ITEMS REFERRED FROM COUNCIL</u></b>	
5.1     NIL	
<b>6</b> <b><u>NEW BUSINESS</u></b>	
6.1     Sunny Cove Camp Caretaker Position - Aaron Petrin	4 - 5
<b>7</b> <b><u>NON-AGENDA ITEMS</u></b>	
<b>8</b> <b><u>IN-CAMERA</u></b>	
<b>9</b> <b><u>INFORMATION</u></b>	
9.1     Next Meeting - March 21, 2016	
<b>10</b> <b><u>CLOSING</u></b>	

## TOWN OF FORT FRANCES

### MINUTES

### SESSION NO. #23

February 29, 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 29, 2016 from 10:30 a.m. to 11:43 a.m.

PRESENT: Ken Perry - Chairman, John Albanese - Councillor, June Caul - Councillor, Roy Avis – Mayor, Mark McCaig – CAO, Jason Kabel - Manager of Community Services

**1 CALL TO ORDER (Session #23) – K. Perry called the meeting to order at 10:34am.**

**2 APPROVAL OF AGENDA (Call for non-agenda items)**

**3 DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF**

**4 APPROVAL OF PREVIOUS COMMITTEE MINUTES**

4.1 Community Services Executive Committee Meeting - February 1, 2016 - **Approved as circulated.**

**5 NEW BUSINESS**

5.1 Children's Complex Wage Subsidy Application - the committee recommended to Mayor & Council to approve the submission of the Provincial Child Care Wage Enhancement Grant (deadline March 31st).

5.2 Janitorial Tender 16-CS-02 - the committee recommended to Mayor & Council to award the janitorial RFP as follows:  
Sister Kennedy Centre – RAS Maintenance Services as per the submitted proposal.  
Fort Frances Children's Complex - RAS Maintenance Services as per the submitted proposal.

**6 ITEMS REFERRED FROM COUNCIL**

6.1 Boundary Waters Dragon Boat Festival Support Request - it was discussed that none of the items on the request list were specific to the CSEC interests and subsequently there was not input to pass on to A&F as the lead committee. An email will be sent to L. Witherspoon to inform her of the CSEC position.

## **7 IN-CAMERA**

7.1 NIL

## **8 NON-AGENDA ITEMS**

8.1 Seniors Community Grant Program - this item that was brought forward as an opportunity for funding the Age-Friendly Community initiative in the 2015 Town strategic plan through the Seniors Community Grant Program. The committee endorsed an application submission to the Ontario Seniors Secretariat at the Stream 2 level for the March 4, 2016 deadline. Stream 2 will support up to 80% of project costs to a maximum of \$8,000, which means that an organization must contribute at least 20% of the maximum eligible grant amount through in-kind or cash contributions, for a total project cost of less than \$10, 000. There were two organizations at the Age-Friendly Committee meeting who agreed to support the project with the necessary cash contributions, Safe Communities Rainy River District and Rainy River Future Development Corporation. There is no financial implication for the Town of Fort Frances.

## **9 INFORMATION**

9.1 Summer Programs Partnership Proposal - the committee was informed that the kids summer programs was the beneficiary of \$1,800 through the Partnership Proposal at NWHU to purchase new sporting equipment.

9.2 Next Meeting - March 7, 2016

## **10 CLOSING**

10.1 There being no further matters before the committee at this time, the meeting was closed by K. Perry at 11:43am

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K. Perry, Executive Committee Chair

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J. Kabel, Manager of Community Services

## **REPORT**

**TO:** Community Services Executive Committee

**FROM:** Jason Kabel, Manager of Community Services

**DATE:** March 3, 2016

**RE:** **2016 Sunny Cove Camp Caretaker**

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### **BACKGROUND**

From 2010 to 2014 Sunny Cove Camp was run by the Town with a non-union staff person serving as camp caretaker. Other than administrative assistance and water treatment plant staff, the one caretaker was the only person working for the Town all summer long at the camp, outside of special projects that may require support.

In 2015 the Community Services Division saw an opportunity to post the job as a contract position to realize a small cost savings measure and to create flexibility for the caretaker schedule. The contractor with the low bid had a resoundingly successful summer at the camp with many accolades being received from the patrons. There was one issue that arose with WSIB due to the fact that the low bid contractor was also a seasonal employee for the Town in the winter months. The issue was resolved but it did blemish the experience moving from a Town employee to a contractor position at Sunny Cove.

The Division is in the position of having to make a decision to either continue with tendering the camp caretaker posting as a contractor or move the job back to a non-union staff position. Below is the cost comparison of the two scenarios.

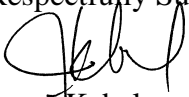
In 2015, the Town engaged KC Contracting to provide caretaking services at Sunny Cove. Costs were as follows:

\$18,000	contracted services
<u>\$518.40</u>	WSIB premiums @ 2.88%
\$18,518.40	TOTAL

In 2014, the Town employed a staff member as a seasonal caretaker at Sunny Cove. Costs were as follows:

\$15,436	wages
\$2,075.47	statutory deductions (EI, CPP, WSIB, EHT)
\$1,320.56	vacation/stats/etc.
<u>\$1,666.00</u>	overtime/shift/recall
\$20,498.03	TOTAL

Respectfully Submitted,



Jason Kabel,  
Manager of Community Services