

TOWN OF FORT FRANCES

AGENDA - November 28, 2016

MEETING - Council Chambers , Civic Centre

Page

1. **COUNCIL MEETING**
(Session No. 052) to immediately follow the Committee of the Whole
 - 1.1 Call to Order
 - 1.2 Prayer
 - 1.3 Non-agenda items identified to be considered later in this meeting
 - 1.4 Disclosure of pecuniary interest and the general nature thereof.
2. **Delegations/Deputations:**
 - 2.1 2016 Citizen of the Year - Ruth Caldwell
 - 2.2 Tannis Drysdale: Rainy River Future Development Corporation 4 - 11
- Activity Report and Invoice for July - September 2016
3. **Consent Agenda:**
 - 3.1 Items Referred from Committee of the Whole
 - 3.2 Letter received November 23, 2016 from C. McDougall, Legion Ladies Aux. Fundraising Committee re: sponsorship opportunity 12 - 15
- will be referred to the Administration & Finance Executive Committee for recommendation.
 - 3.3 Email from CFOB B93.1 The Border: Advertising Opportunity 16 - 17
- will be referred to the Administration & Finance Executive Committee for recommendation.
4. **Approval of Council Minutes: ***
 - 4.1 Session No. 051, November 14, 2016
5. **Approval of Committee of the Whole Minutes: ***
 - 5.1 Session No. 076, November 14, 2016
6. **Resolutions from tonight's Committee meeting**
7. **By-Laws:**
 - 7.1 Being a by-law to impose certain user fees. 18 - 44

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| 7.2 Being a by-law to authorize the signing of an agreement with the Canadian Union of Public Employees Local No. 65 | 45 - 96 |
| 7.3 Being a by-law to authorize the signing of a collective agreement with the Fort Frances Professional Fire Fighters Association | 97 - 113 |
| 7.4 Being a by-law to amend an agreement with the Northern Ontario Heritage Fund Corporation (NOHFC) for financing of a Northern Community Capacity Building Program (Rainy Lake Market Square) | 114 - 118 |
| 8. <u>Information Correspondence:</u> | |
| 8.1 Association of Municipalities of Ontario Communications: - November 10, 2016 - 2017 Ontario Municipal Partnership Fund (OMPF) Allocations Announced; - November 14, 2016 - Provincial 2016 Fall Economic Statement Highlights; - November 16, 2016 - New Legislative Changes Introduced that have Direct Impact for Municipal Governments; - November 21, 2016 - Members' Update: Province Releases Discussion Paper on Expanding Medical Responses through Fire Services. | 119 - 141 |
| 8.2 Association of Municipalities of Ontario Watchfile dated November 17th and 24th, 2016. | 142 - 145 |
| 8.3 Resolution passed November 7th, 2016 from Town of Pelham re: Improving Ontario's Intensive Therapy Funding/Services for Children with Autism. | 146 - 148 |
| 8.4 Resolution passed November 21st, 2016 from Township of McKellar re: Request to Include Fire Department infrastructure as part of the Provincial Governments Infrastructure Strategy to Move Ontario Forward. | 149 - 150 |
| 8.5 Correspondence received November 21, 2016 from G. Caron, MP for Rimouski-Neigette-Temisouata-Les Basques re: Private Members Bill C-274 - Transfer of Small Business, Family Farm or Fishing Operation. | 151 - 152 |
| 8.6 Fort Frances Museum & Cultural Centre Fall 2016 News Letter. | 153 - 158 |
| 9. <u>Minutes:</u> | |
| 9.1 Planning and Development Executive Committee dated November 7th, 2016*. | 159 - 160 |

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| 9.2 Administration and Finance Executive Committee dated November 8th, 2016*. | 161 - 162 |
| 9.3 Operations and Facilities Executive Committee dated November 9th, 2016*. | 163 - 164 |
| 9.4 Fort Frances Museum Advisory Committee Meeting dated November 15th, 2016. | 165 |
| 9.5 Community Services Executive Committee dated November 7th, 2016 | 166 - 167 |
| 10. <u>Non-agenda Items</u> | |
| 11. <u>ADJOURNMENT</u> | |
| 12. <u>* Previously distributed to Council</u> | |
| 13. <u>** Items can be viewed by contacting the Clerk</u> | |

RRFDC ACTIVITY REPORT

July to September 2016

RAINY RIVER FUTURE DEVELOPMENT CORPORATION
601 MOWAT AVENUE, FORT FRANCES, ONTARIO P9A 1Z2
PH: 807-274-3276***EMAIL: info@rrfdc.on.ca

Report to Town of Fort Frances
July to September 2016

Fort Frances:

The RRFDC continued to move forward with the enhanced economic development project and “The Path Forward” action plan.

- Supported the Fort Frances Economic Development Office (FFEDO) with Economic Development Advisory Committee (EDAC) meetings and numerous projects.

Economic Development Activities

Mining – Industrial and Residential Preparedness:

The RRFDC’s pre-employment training program for First Nations and District residents to work at the New Gold mine has been completed (report attached).

The RRFDC continued to work with New Gold on another pre-employment training program for processing facility workers.

We continued to promote the District as a mining supply and services location. Activities included:

- Meetings with New Gold procurement to discuss vendors
- Value proposition package development for key vendors and meeting solicitation

The RRFDC worked with a local entrepreneur in discussion of a possible upgrade to the CN rail spur in Fort Frances as a result of mining supply and service needs.

Advertising has been placed at the Thunder Bay airport that promotes Fort Frances to the mining community.

The RRFDC continued to promote Fort Frances and amenities as a place of choice for the workforce of New Gold. As a result of discussions with the company, new pages will be added to the website that will consolidate information to new residents/potential new residents.

Forestry and Wood Products:

The RRFDC met with FP Innovations to discuss the development of a wood products cluster in the region. A meeting of business leaders is being planned for fall.

Report to Town of Fort Frances
July to September 2016

Tourism:Fort Frances Tourist Information Center (FFTIC)

The Center was operated over the summer with the 2 summer students, who provided information on local events and attractions, and maintained racking displays for tourism businesses. Free Wi-Fi and washrooms are offered to travelers.

The Center was slightly more active this summer, seeing an increase of 20% in visitation. Students repainted the washrooms and pillars. Window screening was added to the sunroof that protects the moose from sun damage.

The RRFDC applied for permission to hold local fish species in an aquarium at the Center during the summer of 2017. This will allow for the opportunity to build an aquarium that will house a bass fish as an attraction to the Center.

The RRFDC pursued further partnership opportunities with the Fort Frances Chamber of Commerce, with the hope that the Chamber would occupy the Center and provide tourism information. After several meetings and an examination by the Chamber of their own financial situation, the Chamber declined the Town's offer.

Sports Tourism

The RRFDC and TOFF hosted two Sports Tourism Training Sessions during the quarter. The planning and then training sessions were attended by over 45 representatives on local groups.

The second session was led by John Graham a former director with Sobeys/Safeway whose responsibilities included major event marketing and community partnership programs. John will continue to work with three groups interested in developing their sports tourism events in the district.

The RRFDC has offered support to the Early Iron Car Club to assist them with their Canada 150 effort hosting the antique car rally crossing Canada in July 2017.

Canada Day

The RRFDC organized and ran the Canada Day parade as in previous years.

Fort Frances Canadian Bass Championship

The RRFDC provided the events tent for the FFCBC and assisted with site set up and fish care. We would like to take this time to thank Fort Frances Council, administration and employees for all the support they have shown the event.

Report to Town of Fort Frances
July to September 2016

Branding/Digital Marketing

The RRFDC continued its social media work to ramp up the Town of Fort Frances' presence on Twitter, Facebook and Instagram. We continue to train in social media management and the utilization of those tools to market the District. These tools are proving to be useful in providing information to potential residents moving here as a result of New Gold.

We expanded the Brand with new signage and worked with Council to add "Welcome" to the new entrance signs.

Rainy Lake Market Square

The RRFDC applied to Ontario 150 on behalf of Fort Frances in order to support activities at the Market Square in the summer of 2017.

The final design is nearing completion but there are a few more details to work out. Construction has been delayed until the spring of 2017.

Current plan:



The RRFDC is developing a strategy to encourage activity on Scott Street that will increase visitation to the downtown region by residents and tourists. This strategy includes the encouragement of sidewalk cafes. Preliminary meetings with restaurants and cafes have occurred and a report will go to Council for direction in the Fall of 2016.

Report to Town of Fort Frances
July to September 2016

Small and Medium Enterprise (SME) Support

The RRFDC has applied to the MNDC Community Investment Readiness program to seek assistance in doing an Accommodations Facilities Market Analysis.

A one minute business survey was developed to test and analyze information coming anecdotally from employers that the District was experiencing a labour shortage. Employers across all sectors reported that:

1. They were optimistic about sales opportunities;
2. Sales had increased over the last 6 months; and,
3. They were experiencing increased difficulty finding qualified staff.

The RRFDC proceeded to meet with area employment support providers like NCDS to discuss and propose opportunities to assist local businesses. This will include assistance with training to support the local business community's understanding of how to market to the workforce and a job fair planned for the Spring of 2017.

Age Friendly

The RRFDC and Age Friendly Fort Frances continued the process of developing an Age Friendly survey for the community. A consultant has been hired by the group and they will be proceeding with the survey very soon.

Telecommunications

TBay Tel is continuing to roll out this project which is expected to be completed by spring 2017.

The RRFDC is in the process of developing an Expression of Interest for the development of a Fiber Optic Transmission System (FOTS) line up Highway 621 with Big Grassy First Nation, Big Island First Nation and Morson (Lake of the Woods Township) with a possible expansion up Highway 613 to Naicatchewenin First Nation.

Report to Town of Fort Frances
July to September 2016



Go Local

Throughout the summer, Go Local has continued to maintain its strong membership within the community. Since the program's inception, Go Local businesses have issued over 1.8 million loyalty rewards points to cardholders. Around 5,000 Go Local cards are activated, with 3,600 registered.

As of September 2016, Go Local has reinvested \$101,000 worth of gift cards back into the community.

Go Local is continuing to focus on expanding outside of Fort Frances. We are currently looking for potential businesses in both Fort Frances and Emo to join the program. Go Local once again set up a booth at this year's Emo Agricultural Fair, and had a presence at "Market Thursdays" in downtown Fort Frances throughout the summer.

Project Petunia 2016

Earlier this year, Rainy River Future Development Corporation took over Project Petunia from the Fort Frances Chamber of Commerce. RRFDC's first year at the helm of Project Petunia was a success. With a goal of selling 45 baskets, RRFDC sold 47 petunia baskets that lined King's Highway from Tim Horton's all the way to the Tourist Information Center.

The petunias were grown by Lowey's Greenhouses, and RRFDC partnered with the Town to hang and maintain the baskets.

The project was well-received by the community, as sponsors were able to "dedicate" flower baskets to family members, friends, loved ones, and important causes. Upon completion, Project Petunia placed an advertisement in the Fort Frances Times thanking its donors and recognizing those who had a basket in their honour. These

Report to Town of Fort Frances
July to September 2016

graphics were also shared on social media, through The Town of Fort Frances' Facebook and Twitter accounts.

Those who donated to the project had the option of a one or two year commitment. Project Petunia already has 14 commitments for next year.

Agriculture

Land Clearing and Tile Drainage

The Tile Drainage #2 project was completed during the last week of September. The Tile Drainage #3 project has been sent to the NOHFC for review.

The NOHFC has requested that the members of Land Clearing #2 project whom have not yet received assistance be included in Land Clearing #1, and the combined project be sent to them for approval. This is due to numerous participants in Land Clearing #1 withdrawing leaving a sizable amount of approved funding unutilized.

Abattoir

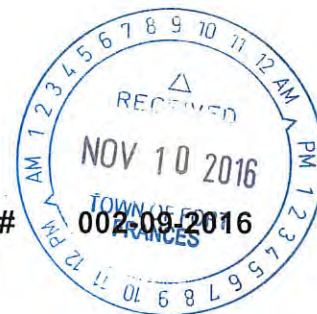
RRFDC staff met with Board members to discuss possible options for increasing revenue.



**RAINY RIVER FUTURE
DEVELOPMENT CORPORATION**
A Community Futures Development Corporation

30-Sep-16

Invoice #



INVOICE

To: Town of Fort Frances
Attn: Doug Brown

From: Rainy River Future Development Corporation

For: Fort Frances Economic Development
For the period of July 1, 2016 to September 30, 2016

Amount: \$18,529.55

Description:

| | |
|--|-------------|
| Forest Industry Re-Positioning | \$272.86 |
| Mining Supply and Services | \$6,689.18 |
| Tourism Product Development | \$21,434.03 |
| Existing SME Support | \$3,944.59 |
| Value Added Products | \$4,776.33 |
| Enhanced Services Economic Development | \$3,868.25 |
| Summer Students-Tourism | \$2,514.09 |

Total Project Expenses

\$43,499.33

**Less Fednor/NOHFC Jul 1/16 to Sep 30/16
And Other Support**

-\$24,969.78

AMOUNT DUE

\$18,529.55

Any questions, please give us a call.
Thank you!

Due Upon Receipt



The Royal Canadian Legion Ladies Aux. to Br. 29

Pre-Grammy Awards Gala



Dear Friend of the Community,

The Legion Ladies Auxiliary Br. #29 is trying to raise funds to purchase new chairs for the hall and to continue to support many local community programs.

As you probably know, we provide monthly suppers for the community and cater many funerals in our hall, our chairs are in need of replacement to continue to provide comfort and safety to our patrons. The Royal Canadian Legion Ladies Auxiliary Br. #29 also raises funds to support our local veterans, health facilities and programs, school activities, and bursaries. Also, sponsorship of the Cadets, Local and Provincial Youth sport activities, Youth summer camp programs as well as several other local charitable organizations. Unfortunately, without the support of our community, our continued support would not be possible. Therefore, a February event is planned to raise funds to continue to help those in need in our community, and to purchase new chairs for the Legion Ladies Auxiliary Hall.

Volunteers of the Royal Canadian Legion Ladies Auxiliary Br. #29 have come together to host a 'Pre-Grammy Awards Gala' fundraising dinner at the Royal Canadian Legion on February 11, 2017. As a respected member of the community, if you would like to contribute to this worthy cause, you will find an enclosed list of sponsorship opportunities created exclusively for the night of the Gala. All contributions are welcome and we would be happy to work with you to find the perfect combination of giving and/or sponsorship. Your support of this fundraiser would be greatly appreciated. Thank you for your kind consideration.

Sincerely,

Christina McDougall

Legion Ladies Aux. Fundraising Committee
P.O. Box 92
Fort Frances, Ontario P9A 3M5
Phone : 807-271-4292
Email : me5679@hotmail.com

You are cordially invited to

The Royal Canadian Legion Ladies Aux. Br. #29

PRE-GRAMMY AWARDS GALA

This will be an elegant fundraiser featuring a cocktail reception, dinner, live entertainment, raffles, and silent auctions.

Saturday, February 11, 2017

**To be held at the
Royal Canadian Legion
250 Church St. Fort Frances, On**

TICKETS: 50.00 Per Person

Cocktail & Appetizer Reception 5:30 p.m.

Silent Auction, cash bar and raffles.

Dinner 7:00 p.m.

Dinner featuring Chicken Oscar, Baby Potatoes, Roasted Vegetables, Spinach Salad & Dessert

* FORMAL ATTIRE FOR EVENT OPTIONAL *



LIMITED SEATING

R.S.V.P. by January 15, 2017

Royal Canadian Legion Ladies Aux. Br. #29
Christina McDougall, Fundraising Committee
(807) 271-4292 • email: me5679@hotmail.com
P.O. Box 92 Fort Frances, ON P9A 3M5



SEE ENCLOSURE FOR SPECIAL SPONSORSHIP OPPORTUNITIES

The Royal Canadian Legion Ladies Aux. Br. #29

Pre-Grammy Awards Gala

Sponsorship OPPORTUNITIES

ENTERTAINER OF THE YEAR SPONSOR \$1000

Includes a reserved table with your Logo/Name · (8) VIP tickets to the Pre-Grammy Gala · Public recognition in media · Logo/Name on printed materials including Red Carpet Backdrop and Programs

ALBUM OF THE YEAR SPONSOR \$750

Includes a reserved table with your Logo/Name · (6) VIP tickets to the Pre-Grammy Gala · Public recognition in media · Logo/Name on printed materials including Programs

RECORD OF THE YEAR \$500

Includes (4) tickets with reserved seating to the Gala , and your Logo/Name in the event program

SONG OF THE YEAR \$250

Includes (2) tickets with reserved seating to the Gala, and your Logo/Name in the event program

Other OPPORTUNITIES

SILENT AUCTION DONATION

Donate an item to be auctioned at the Gala Dinner.

We kindly ask that auction items have a min. value of \$100.00. All donated items will be prominently displayed throughout the event with a sign bearing your company name and/or logo.

CHARITABLE DONATION

Support the Legion Ladies Aux. Br. #29 with a monetary donation

**“After Party”
EVENT**



During the Gala, you will have an opportunity to buy a chance at winning a

COOLER FULL OF BOOZE!

Only 40 Tickets will be sold, first come first serve!

The Royal Canadian Legion Ladies Aux. Br. #29

Pre-Grammy Awards Gala

◆.....◆

R.S.V.P.

LIMITED SEATING • R.S.V.P. by January 15, 2017

Contact/Donor Name: _____

Company: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Email: _____

Phone: _____ Numbers of Guests: _____ @ 50.00 each = _____

(If purchasing individual tickets only)

SPONSORSHIP OPPORTUNITIES

- | | |
|---|---|
| <input type="checkbox"/> ENTERTAINER OF THE YEAR \$1000 | <input type="checkbox"/> RECORD OF THE YEAR \$500 |
| <input type="checkbox"/> ALBUM OF THE YEAR \$750 | <input type="checkbox"/> SONG OF THE YEAR \$250 |

DONATION OPPORTUNITIES

☐ Monetary Donation \$ _____

☐ Silent Auction Donation _____

Description: _____

Value of donated item: \$ _____

Please mail this completed form and payment to:

Royal Canadian Legion Ladies Aux. Br. #29
c/o Christina McDougall, Fundraising Committee
P.O. Box 92, Fort Frances, Ontario P9A 3M5
Phone: 807-271-4292
Email: me5679@hotmail.com

Please make checks payable to:

Royal Canadian Legion Ladies Auxiliary Br #29

Please Note: Items to be auctioned can be arranged to be picked up by calling Christina McDougall @ 807-271-4292 or Leslie Bell @ 807-275-7263, but no later than January 15, 2017.

CA: 210 Scott St. • Fort Frances, ON • P9A 1G7 t: (807) 274-5341
US: Box 1250 • International Falls, MN • 56649 t: (218) 283-4420

f: (807) 274-2033
www.931theborder.ca

Radio Christmas Cards



SEASON'S GREETINGS AND HAPPY NEW YEAR!!

EXTEND WARM HOLIDAY WISHES TO YOUR FAMILY, FRIENDS AND CUSTOMERS.

45 Customized Holiday Greetings
(Dec 12 to Dec 31)
\$349

25 Customized Holiday Greetings
(Dec 20 to Dec 31)
\$249

HST Extra

All Holiday greetings are 15 seconds each.
Space is limited!



Lisa Slomke

From: Trimble, Katy <trimble.katy@radioabl.ca>
Sent: Thursday, November 24, 2016 12:16 PM
To: Lisa Slomke
Subject: Re: Christmas Greetings on 93.1 the Border CRM:0061013
Attachments: CFOB Christmas Greetings 2016.pdf

Hi Lisa,

It's that time of year again! ;)

Would you please check to see if the Town of Fort Frances would like to send out radio Christmas Greetings?

I have attached the information for you to pass along.
If you have any questions, please let me know.

Thank you,

Katy

Katy Trimble
Advertising Consultant
93.1 the Border (CFOB)
Fort Frances, ON

Office: (807) 274-5341
Mobile: (807) 275-7093
Fax: (807) 274-2033
Email: <mailto:trimble.katy@radioabl.ca>

This communication and its attachments are confidential and may be privileged. If you are not the intended recipient, please immediately notify the sender and then delete this communication and its attachments without reading or forwarding it. Thank You.

THINK GREEN! before printing this email.

TOWN OF FORT FRANCES

BY-LAW NO. xx/16

(BEING a by-law to impose certain user fees – the *Municipal Act, 2001*, c.25, S.O. 2001, Part XII as amended.)

WHEREAS on November 14th, Council approved increases to certain user fees to be in effect January 1, 2017 and directed that this by-law be prepared to adopt the schedule of 2017 fees.

NOW THEREFORE Council for the Corporation of the Town of Fort Frances
HEREBY ENACTS as follows:

1. That Town of Fort Frances Schedule of Fees Index and Schedule of Fees attached hereto as Schedule “A” to this By-law be approved.
2. The fees and charges provided in Schedule “A” to this By-Law, as may be amended from time to time, shall prevail over any like fees that may be provided for in any other By-Law enacted by Council for the Town of Fort Frances.

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 28th day of November 2016.

R. Avis, Mayor

E. Slomke, Clerk

**TOWN OF FORT FRANCES
BY-LAW NO. ____/16
2017 SCHEDULE OF FEES**

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**TOWN OF FORT FRANCES
SCHEDULE OF FEES
SCHEDULE "A"**

| | Resident | Non-Resident |
|---|----------|--------------|
| 1.0 Administration and Finance Division | | |
| Effective January 1, 2017 (Plus Applicable Taxes) | | |
| 1.1 Licenses - Annual Fees (unless otherwise noted) | | |
| 1.1.1 Public Halls | | |
| 1.1.1.1 Public Halls - Limited | 38.95 | |
| 1.1.1.2 Public Halls - Transfer of License - One Time Fee | 19.55 | |
| 1.1.2 Taxi Driver | 31.60 | |
| 1.1.3 Taxi/Chauffeur Operator's I.D. Card (New or Replacement) | 14.35 | |
| 1.1.4 Taxi Owner's License | | |
| 1.1.4.1 For Each On-Street Taxi-Cab | 390.80 | |
| 1.1.4.2 For Each Off-Street Taxi-Cab | 145.55 | |
| 1.1.4.3 For Each Transfer of License - One Time | 61.70 | |
| 1.1.5 Taxi Owner Business Licence | 45.00 | |
| 1.1.6 Limousine Owner's License | | |
| 1.1.6.1 For Each Vehicle | 123.40 | |
| 1.1.8 Business Licenses | | |
| 1.1.8.1 Adult Live Entertainment Parlours | 442.85 | |
| 1.1.8.2 Auctioneer | 45.00 | 159.65 |
| 1.1.8.3 Billiard Hall or Pool Tables (each Table) | 45.00 | |
| 1.1.8.4 Bowling Alley (each Lane) | 45.00 | |
| 1.1.8.5 Community Events | 190.00 | |
| 1.1.8.6 Eating Establishments | | |
| 1.1.8.6.1 Restaurants | 45.00 | |
| 1.1.8.6.2 Food Shops | 45.00 | |
| 1.1.8.6.3 Groceries | 45.00 | |
| 1.1.8.6.4 Bakery | 45.00 | |
| 1.1.8.6.5 Meat Vendor | 45.00 | |
| 1.1.8.6.6 Deli | 45.00 | |
| 1.1.8.7 Hairstyling Shops | 45.00 | |
| 1.1.8.8 Local Retailers (Retail Sales) | 45.00 | |
| 1.1.8.9 Hawker & Peddler | | |
| 1.1.8.9.1 Hawker & Peddler Class 1 (day sales) | 165.70 | |
| 1.1.8.9.2 Hawker & Peddler Class 1 - Each Additional Day | 75.50 | |
| 1.1.8.9.3 Hawker & Peddler Class 2 (seasonal sales) | 45.00 | 159.65 |
| 1.1.8.9.4 Hawker & Peddler Class 3 (door to door sales) | 57.20 | 159.65 |
| 1.1.8.9.5 Hawker & Peddler Class 4 (door to door sales person) | 57.20 | 159.65 |
| 1.1.8.9.6 Hawker & Peddler Class 5 (antique/collectible) | 45.00 | 159.65 |
| 1.1.8.9.7 Hawker & Peddler Class 6 (craft shows) | 45.00 | 159.65 |
| 1.1.8.9.8 Hawker & Peddler Class 7 (trade shows) | 165.70 | |
| 1.1.8.9.9 Hawker & Peddler Class 7 - Each Additional Day | 75.50 | |
| 1.1.8.9.10 Hawker & Peddler Class 8 (flea markets) | 45.00 | 159.65 |
| 1.1.8.9.11 Hawker & Peddler Class 9 (general not including above) | 45.00 | 159.65 |
| 1.1.8.10 Motor Vehicle Towing | 45.00 | 159.65 |
| 1.1.8.11 Photographer | 45.00 | 159.65 |
| 1.1.8.12 Places of Amusement | 45.00 | |
| 1.1.8.13 Plumbing Contractors & Plumbers | 45.00 | 443.55 |
| 1.1.8.14 Public Garage (automotive rental, sales, & service) | | |

| | Resident | Non-Resident |
|---|-----------------|---------------------|
| 1.1.8.14.1 Motor Vehicle Service Station | 45.00 | |
| 1.1.8.14.2 Public Garage (see classes 1 - 7) | 45.00 | |
| 1.1.8.15 Refreshment Vehicles | 57.20 | 159.65 |
| 1.1.8.16 Mobile Food Vending | 190.00 | |
| 1.1.8.17 Second Hand Dealers or Salvage Yard Operators | 45.00 | 159.65 |
| 1.1.8.18 Tattoo Parlour, Body Piercing, Electrolysis | 45.00 | 159.65 |
| 1.1.8.19 Laundries and Laundromats | 45.00 | |
| 1.1.8.20 Newspapers and Magazines | 165.70 | |
| 1.1.8.21 Old Gold and Silver Dealers | 45.00 | |
| 1.1.8.22 Trades and Occupations | 45.00 | 443.55 |
| 1.1.8.23 Salvage Yard or Second Hand Shop or Store Premises | 45.00 | |
| 1.1.8.24 Pawnbroker | 45.00 | |
| 1.1.8.25 Wholesale Fruit, Vegetables, etc. | | |
| 1.1.8.25.1 Ontario Residents | 45.00 | 177.85 |
| 1.1.8.26 Professions | 45.00 | 159.65 |
| 1.1.8.27 Transient Traders | | 631.55 |
| 1.1.8.28 Transportation including bussing but excluding taxis | 45.00 | 159.65 |
| 1.1.8.29 Hotel/Motel | 45.00 | |
| 1.1.8.30 Business Licence Transfer Fee | 25.70 | |

1.2 Lottery Licenses - For Each License Issued

| | |
|--|--------------------|
| 1.2.1 Raffle Prize Value to \$50,000 | 3% of Prize Value |
| 1.2.2 Bingo Prize Value to \$5,500 | 3% of Prize Value |
| 1.2.3 Break Open Ticket | 3% of Prize Value |
| 1.2.4 Bazaars - per license | 5.00 |
| 1.2.4.1 Bazaar - up to 3 wheels of fortune | 10.00 per wheel |
| 1.2.4.2 Bazaar Bingo Prize Value to \$500 | 3% of Prize Value |
| 1.2.4.3 Bazaar Raffle Prize Value to \$500 | 3 % of Prize Value |

1.3 Other Charges

| | | |
|--|--------------|--------|
| 1.3.1 Tax Certificate - Each One | 61.75 | |
| 1.3.2 Duplicated Receipts - Each One | 6.45 | |
| 1.3.3 History of Account Transactions | Actual Costs | |
| 1.3.4 Dishonoured Cheques - Each | 31.90 | |
| 1.3.5 Photocopies | | |
| 1.3.5.1 Letter and Legal Size | 0.56 | |
| 1.3.5.2 11" x 17" | 1.05 | |
| 1.3.5.3 Certified as True Copy (per signature) | 5.85 | |
| 1.3.6 Fax - Send/Receive | | |
| 1.3.6.1 First Page | 2.40 | |
| 1.3.6.2 Each Additional | 1.05 | |
| 1.3.7 Commissioning Oaths & Affidavits | | |
| 1.3.7.1 Completed Documents - One Signature | 11.75 | 14.70 |
| 1.3.7.2 Per Signature/Initial where more than one signature is requested | 5.85 | 7.30 |
| 1.3.8 Utility Bill Inserts | .08/item | |
| 1.3.9 Vital Statistics Administration Fee | | |
| 1.3.9.1 Still Birth Registration | 32.00 | 42.00 |
| 1.3.9.2 Death Registration | 32.00 | 42.00 |
| 1.3.10 Marriage Licence/Ceremony | | |
| 1.3.10.1 Marriage Licence | 140.00 | 140.00 |
| 1.3.10.2 Civil Marriage Ceremony | 332.25 | 415.35 |

| | | Resident | Non-Resident |
|-----------|---|--|--------------|
| 1.3.10.3 | Civil Marriage Ceremony (After Office Hours at Civic Centre) | 387.55 | 484.40 |
| 1.3.10.4 | Civil Marriage Ceremony (Weekends other than at Civic Centre) | 387.55 | 484.40 |
| 1.3.10.5 | Marriage Ceremony Outside of Town * See Below | 542.60 | 542.60 |
| 1.3.10.6 | Attendance at Wedding Rehearsal * See Below | 53.70 | 67.15 |
| 1.3.10.7 | Renewal of Wedding Vows * See Below | Same fee as marriage services above less \$50.00 | |
| | *Plus, where applicable, travel time and distance charges on a return basis as per Town Travel Policy | | |
| 1.3.11 | Application for Closure of | | |
| 1.3.11.1 | Road or Lane - Deposit | 619.15 | |
| 1.3.11.2 | On Completion of Closure | Actual Costs less Deposit | |
| 1.3.11.3 | Sale of Lane or Roadway Closed | 1.00/sq. ft. or as directed by council otherwise | |
| 1.3.12 | Utility Arrears Letter | 32.75 | |
| 1.3.13 | Committee Room Rental (External Groups) | 55.80 | |
| 1.4 | Tax Sale - Administrative Charges | | |
| 1.4.1 | File Preparation, Searches, to completion tax arrears certificate | 247.30 | |
| 1.4.2 | Preparation & Registration of Tax Arrears Certificate | 247.30 | |
| 1.4.3 | Regulatory Sub-Searches | 123.60 | |
| 1.4.4 | Processing of First Notice | 188.15 | |
| 1.4.5 | Processing of Treasurer's Statutory Declaration re: 1st Notice | 123.60 | |
| 1.4.6 | Registration of Statutory Declaration | 123.60 | |
| 1.4.7 | Processing of Cancellation Certificate | 123.60 | |
| 1.4.8 | Registration of Cancellation Certificate | 123.60 | |
| 1.4.9 | Processing of Extension Agreement | 247.30 | |
| 1.4.10 | Processing Final Notice | 188.15 | |
| 1.4.11 | Processing Treasurer's Statutory Declaration re: Final Notice | 123.60 | |
| 1.4.12 | Sale process | 247.30 | |
| 1.4.13 | Legal Fees as they apply to any process | actual | |
| 1.4.14 | Mailing Costs as they apply to any process | actual | |
| 2.0 | Planning & Development (Plus applicable taxes) Effective January 1, 2017 | | |
| 2.1 | Building/Demolition Permits | | |
| 2.1.1.1 | Garages, Accessory Use Buildings, Covered Decks | 0.42 /sq. ft. | |
| 2.1.1.2 | Uncovered Decks, Sheds, Temporary Structures | 0.27 /sq. ft. | |
| 2.1.1.3 | Residential Constructions (Single Detached Dwellings, Attached Garages, Factory Built Structures) | | |
| 2.1.1.3.1 | Main Floor | 0.83 /sq. ft. | |
| 2.1.1.3.2 | Basement | 0.67 /sq. ft. | |
| 2.1.1.3.3 | Each Additional Floor | 0.42 /sq. ft. | |
| 2.1.2 | All Other Construction/Demolition Not Conforming to the Above Fee Schedule | | |
| 2.1.2.1 | 1st \$1,000 of Value | 56.65 | |
| 2.1.2.2 | Each Additional \$1,000 of Value or Part Thereof | 11.30 | |
| 2.1.2.3 | Progress Reports | 91.95 | |
| 2.1.2.4 | Conditional Permit | 243.50 | |
| 2.1.2.5 | Re-Inspection Fee | 91.95 | |
| 2.1.2.6 | Special Call Out Services | Applicable Rates (Time & OH) | |
| 2.2 | Plumbing Inspection Fee | | |
| 2.2.1 | Per Fixture | 11.30 | |
| 2.3 | Change of Use | 56.65 | |
| 2.4 | Residential Demolition | 56.65 | |

| | Resident | Non-Resident |
|--|--|--------------|
| 2.5 Administration Fee | | |
| 2.5.1 Construction/Demolition Commenced Prior to Issuance of Building Permit | 150.00 Greater of \$150.00 or 10% of Building or Demolition Permit Fee | |
| 2.6 Transfer of Permit Fee | 56.65 | |
| 2.7 Application for Deferral of Revocation | 56.65 | |
| 2.8 Refund of Fees | | |
| 2.8.1 Permit Issued but Construction Not Commenced | 50% | |
| 2.8.2 Reduction of Refund for Each Field Inspection Performed After Issuance of Permit | 5% | |
| 2.9 Moving Permit Fees | | |
| 2.9.1 Single Trip | 91.95 | |
| 2.9.2 Single Short Term Job | 121.85 | |
| 2.9.3 Single Job - 6 Months | 243.65 | |
| 2.9.4 Annual Permit | 487.25 | |
| 2.10 Sign Permit Fee | | |
| 2.10.1 Permanent Sign Fee | 60.90 | |
| 2.10.2 Mobile Sign - 30 Day Permit | 11.05 | |
| 2.10.3 Mobile Sign - 90 Day Permit | 27.70 | |
| 2.10.4 Mobile Sign - 180 Day Permit | 55.30 | |
| 2.11 Swimming Pool Fencing Permit Fee | 75.00 | |
| 2.12 Animal Control | | |
| 2.12.1 2.12.1.1 Dog License - Spayed/Neutered | 24.35 | |
| 2.12.1.2 Dog License - Unspayed/Non-Neutered | 35.80 | |
| 2.12.1.3 Replacement for Lost Tag | 17.75 | |
| 2.12.2 Impound Fee | 80.00 | |
| 2.13 Private Parking Spaces (Rented) | | |
| 2.13.1 Annual Fee Each | 376.25 | |
| 2.14 Portage Avenue Municipal Parking Lot | | |
| 2.14.1 Rental of Reserved Parking Space 1st One Per Month | 37.45 | |
| 2.14.1.1 Each Additional Space per Month | 18.75 | |
| 2.14.1.2 Each Per Year | 376.25 | |
| 2.14.2 Unreserved Parking Spaces - Daily | 2.00 | |
| 2.15 Metered On-Street Parking | 1.00 Hour | |
| 2.16 Loading Zone - Annual Fee Each | 376.25 | |
| 2.17 Church Loading Zone - Annual Fee Each | 70.75 | |
| 2.18 Planning Fees | | |
| 2.18.1 Official Plan Amendment (Delegation of OPA approval January 1, 2017) | 3,000.00 | |
| 2.18.2 Zoning By-Law Amendment | 1,800.00 | |

| | Resident | Non-Resident |
|--|-----------------------|---------------------|
| 2.18.3 Removal of "H" Symbol | 1,200.00 | |
| 2.18.4 Temporary Use By-Law | 1,200.00 | |
| 2.18.4.1 Extension to Temporary Use By-Law | 360.00 | |
| 2.18.5 Application for Subdivision/Condominium | 3,000.00 | |
| 2.18.5.1 Amendment to Subdivision/Condominium | 600.00 | |
| 2.18.6 Consent (i.e. new lot, easement, lot addition, etc.) | 549.20 | |
| 2.18.6.1 Successive Applications (related property) | 275.65 | |
| 2.18.6.2 Additional Fee if easement, ROW included | 275.65 | |
| 2.18.7 Minor Variance / Special Permission | 304.50 | |
| 2.18.8 Acknowledgement, Undertaking & Indemnification | 60.30 | |
| 2.18.9 Site Plan Agreement | 976.40 | |
| 2.18.9.1 Amendment to Site Plan Agreement | 304.50 | |
| 2.18.10 Request for Property Information | 60.90 | |
| 2.18.11 Encroachment Agreement or other land use agreement not listed elsewhere | 365.40 | |
| 2.18.12 Validation of Title / Power of Sale | 304.50 | |
| 2.18.13 Reschedule Public Meeting (at applicant's request) all planning applications | 304.50 | |
| 2.18.14 Deeming By-Law (applies to second and successive lot) | 60.90 | |
| 2.18.15 Land Titles, Ontario Municipal Board, Planner's Fees if applicable, excessive staff time | Cost Recovery Basis | |
| 2.18.16 Solicitor Fees incurred by the Municipality related to any Planning matters within Section 2.18 | Cost Recovery Basis | |
| 2.18.17 Pre-consultation fee pertaining to 2.18.1, 2.18.2, 2.18.3, 2.18.4, 2.18.5 & applied to applicable fee as noted upon receipt of completed application | 10% of applicable fee | |
| 2.18.18 Assign Property Address | 60.90 | |

3.0 Community Services - Plus Applicable Taxes

3.1 Day Care and Private Home Day Care

3.1.1 Child Care Rates - Effective June 1, 2017

| | <u>1st Child</u> | <u>2nd Child</u> |
|---|------------------|------------------|
| 3.1.1.1 Full Day (4 or more hours) | 42.00 | 31.50 |
| 3.1.1.2 Hourly (2 hrs or less) Excludes school Age Children | 7.00 | 5.25 |
| 3.1.1.3 Before School | 7.85 | 5.90 |
| 3.1.1.4 After School | 14.10 | 10.60 |
| 3.1.1.5 Before & After School | 21.90 | 16.50 |
| 3.1.1.6 Full Day - Holidays - SA Program | 39.30 | 29.50 |

* First Child rates pertain to the youngest child enrolled in Full Day Program

** Third, fourth and additional child's rate will be the same as the second child rate

3.2 Fort Frances Memorial Arena - Effective June 1, 2017 (Unless otherwise indicated)

3.2.1 Rink Board/In-ice Advertising Rates

| | <u>Resident</u> | <u>Non-Resident</u> |
|----------------------------|-----------------|---------------------|
| | <u>Annual</u> | |
| 3.2.1.1 One Rink | 404.15 | |
| 3.2.1.2 Both Rinks | 681.00 | |
| 3.2.1.3 In-Ice Advertising | 1,015.00 | |
| 3.2.1.3 Zamboni | 1,129.45 | |

3.2.2 Ice Surface Rentals

Prime Time - Opening to 8:00 A.M. Mon - Fri; 3:30 P.M. to Close. Mon - Fri;
Opening to Close Saturday & Sunday

| | | |
|---------------|--------|--------|
| 3.2.2.1 Youth | 97.65 | 122.05 |
| 3.2.2.2 Adult | 146.55 | 183.21 |

*Non-Resident rate for hockey and figure skating programs

35.47

Ice Surface Rentals

| | | Resident | Non-Resident |
|--------------|---|------------------------|----------------------------|
| | Non Prime Time - 8:00 A.M. to 3:30 P.M. Mon - Fri (Excluding Holidays, School Breaks & Tournaments) | | |
| 3.2.2.3 | Youth January 1, 2017 | 67.65 | 84.55 |
| 3.2.2.4 | Adult January 1, 2017 | 103.65 | 129.55 |
| 3.2.3 | Summer Ice | | . |
| 3.2.3.1 | Youth | 117.35 | 146.65 |
| 3.2.3.2 | Adult | 175.60 | 219.45 |
| 3.2.4 | Tournament | | |
| 3.2.4.1 | Youth | 116.00 | 145.05 |
| 3.2.4.2 | Adult | 158.90 | 198.65 |
| 3.3 | Pool/Fitness Centre - Memberships - Effective June 1, 2017 | <u>Resident</u> | <u>Non-Resident</u> |
| 3.3.1 | Adult | | |
| 3.3.1.1 | Annual | 487.65 | 609.55 |
| 3.3.1.2 | Six Months | 317.00 | 396.25 |
| 3.3.1.3 | Three Months | 171.75 | 214.65 |
| 3.3.1.4 | One Month | 74.40 | 92.95 |
| 3.3.1.5 | Daily | 7.10 | 8.90 |
| 3.3.2 | Student | | |
| 3.3.2.1 | Annual | 242.35 | 302.90 |
| 3.3.2.2 | Six Months | 163.80 | 204.80 |
| 3.3.2.3 | Three Months | 87.80 | 109.70 |
| 3.3.2.4 | One Month | 51.40 | 64.25 |
| 3.3.2.5 | Daily | 5.50 | 6.85 |
| 3.3.3 | Child | | |
| 3.3.3.1 | Annual | 77.00 | 96.15 |
| 3.3.3.0 | Daily | 4.00 | 5.00 |
| 3.3.4 | Family - Annual | | |
| 3.3.4.1 | Adult | 487.65 | 609.55 |
| 3.3.4.2 | Spouse | 406.35 | 507.95 |
| 3.3.4.3 | Student | 208.95 | 261.15 |
| 3.3.4.4 | Child | 64.90 | 81.15 |
| 3.3.5 | Senior (60 Years of Age or Older) | | |
| 3.3.5.1 | Annual | 372.35 | 465.45 |
| 3.3.5.2 | Six Month | 242.10 | 302.55 |
| 3.3.5.3 | Three Month | 131.15 | 163.90 |
| 3.3.5.4 | One Month | 56.80 | 71.05 |
| 3.3.5.5 | Daily | 5.45 | 6.80 |
| 3.3.6 | Locker Fees | | |
| 3.3.6.1 | Locker - 6 Months | 43.75 | 54.70 |
| 3.3.6.2 | Locker - Annual | 65.65 | 82.05 |
| 3.3.6.3 | Locker - 3 Months | 29.80 | 37.25 |
| 3.4 | Pool Rental Rates - Effective June 1, 2017 | <u>Resident</u> | <u>Non-Resident</u> |
| 3.4.1 | Non-Profit Group rate (per hour) | 97.90 | |
| 3.4.2 | 3.4.2.1 Swim Club - contracted | 71.10 | |
| | 3.4.2.2 Additional Hours | 83.15 | |
| 3.4.3 | One Lane | 26.25 | |
| 3.4.4 | Lifeguard | 19.70 | |
| 3.4.5 | 3.4.5.1 One Guard Pool Rental | 97.90 | 122.40 |
| | 3.4.5.2 Two Guard Pool Rental | 117.35 | 146.65 |
| | 3.4.5.3 Three Guard Pool Rental | 137.00 | 171.30 |
| | 3.4.5.4 Four Guard Pool Rental | 156.45 | 195.55 |

| | | Resident | Non-Resident |
|-------------|--|-----------------|---------------------|
| 3.4.5.5 | Five Guard Pool Rental | 177.80 | 222.25 |
| 3.4.5.6 | One Instructor | 99.00 | |
| 3.5 | Swimming Lesson Rates - June 1, 2017 | <u>Resident</u> | <u>Non-Resident</u> |
| 3.5.1 | Red Cross Lessons (9) | 71.20 | 89.00 |
| 3.5.2 | Private Lessons per time | 19.55 | 24.40 |
| 3.5.3 | Lifesaving | 78.40 | 98.00 |
| 3.5.4 | Combo Class | 81.00 | 101.20 |
| 3.5.5 | Bronze Star | 83.15 | 103.95 |
| 3.5.6 | Bronze Medallion & Emergency First Aid Book | 122.00 | 152.45 |
| 3.5.7 | Bronze Cross & Standard First Aid | 85.60 | 107.05 |
| 3.5.8 | National Life Services | Market price | plus 25% |
| 3.5.9 | Board of Education - 10 Lessons | 46.25 | 57.80 |
| 3.5.10 | Aquafit & Aerobics (Per Class) | 5.50 | 6.85 |
| 3.5.11 | Senior Aquafit & Aerobics | 4.65 | 5.85 |
| 3.6 | Auditorium - June 1, 2017 | | |
| 3.6.1 | Base Rate/event | 195.00 | 243.75 |
| 3.6.2 | Hourly | 43.25 | 54.00 |
| 3.6.3 | Social/Wedding (incl. Kitchen) | 427.20 | 534.00 |
| 3.6.4 | Tournament Rate | 305.50 | 381.85 |
| 3.6.5 | Contracted (72% of Base Rate) | 31.10 | |
| 3.6.6 | Kitchen Rate per Hour | 43.25 | |
| 3.7 | East End Hall - June 1, 2017 | | |
| 3.7.1 | Base Rate | 91.90 | 114.85 |
| 3.7.2 | Socials/Weddings | 201.00 | 251.25 |
| 3.8 | MSC Conference Meeting Rooms - June 1, 2017 | | |
| 3.8.1 | Meeting | 18.65 | 23.25 |
| 3.8.2 | Daily Rate (Tournament/Special Event) | 61.80 | 77.25 |
| 3.9 | Arena Floors (no Ice) - June 1, 2017 | <u>Resident</u> | <u>Non-Resident</u> |
| 3.9.1 | Ice for Kids (600 people) | 609.35 | 761.65 |
| 3.9.2 | Ice for Kids (600 people) with Liquor License | 803.25 | 1,004.05 |
| 3.9.3 | Ice for Kids (up to 1200 people) | 755.65 | 944.55 |
| 3.9.4 | Ice for Kids (up to 1200 people) with Liquor License | 950.65 | 1,188.30 |
| 3.9.5 | 52 Canadians (up to 600 people) | 548.10 | 684.85 |
| 3.9.6 | 52 Canadians (up to 600 people) with Liquor License | 718.45 | 898.05 |
| 3.9.7 | 52 Canadians (up to 1200 people) | 679.10 | 848.85 |
| 3.9.8 | 52 Canadians (up to 1200 people) with Liquor License | 849.75 | 1,062.15 |
| 3.9.9 | Both Floors (up to 1800 people) | 990.05 | 1,237.55 |
| 3.9.10 | Both Floors (up to 1800 people) with Liquor License | 1,319.85 | 1,649.85 |
| 3.9.11 | Both Floors (Maximum Capacity) | 1,121.30 | 1,401.65 |
| 3.9.12 | Both Floors (Maximum Capacity) with Liquor License | 1,450.90 | 1,813.60 |
| 3.10 | Ball Diamonds / Soccer Fields - April 1, 2017 | <u>Resident</u> | <u>Non-Resident</u> |
| 3.10.1 | Youth Soccer/ Baseball - Half field - Per Team | 134.85 | 168.55 |
| 3.10.2 | Youth Soccer - Full Field - Per Team | 195.00 | 243.75 |
| 3.10.3 | Adult Soccer - Per Team | 317.00 | 396.25 |
| 3.10.4 | Adult Slow Pitch - Per Team | 365.65 | 457.10 |

| | Resident | Non-Resident |
|---|---------------------|---------------------|
| 3.10.5 Tournament - Youth - Per Team | 37.20 | 46.50 |
| 3.10.6 Tournament - Adult - Per Team | 48.95 | 61.20 |
| 3.10.7 Fastball | 317.00 | |
| *Non Resident Fee for Soccer/Baseball* | | 17.70 |
| 3.11 Other Courses and Services - June 1, 2017 | <u>Resident</u> | <u>Non-Resident</u> |
| 3.12.1 Babysitting Course | 49.95 | 62.45 |
| 3.12.2 First Aid Course - 8 hour | 96.25 | 120.35 |
| 3.12.3 First Aid Course - 13 hour | 106.95 | 133.70 |
| 3.12.4 Manual | 35.00 | 43.75 |
| 3.12.5 P.A. Day | 35.95 | 44.95 |
| 3.12.6 P.A. Day Extra Child | 31.60 | 39.55 |
| 3.12.7 Membership Cards Town | 10.25 | |
| 3.12.8 Recreator Ads - Users | 154.10 | |
| 3.12.9 Recreator Ads - Non Users | 184.90 | |
| 3.12.10 Non-resident Fee Winter Programs | | 34.55 |
| 3.12 Sorting Gap Marina - May 1, 2017 | <u>Resident</u> | <u>Non-Resident</u> |
| 3.12.1 Sorting Gap - Slip Rental - Per Season | 399.15 | 500.30 |
| 3.12.2 River Front - Slip Rental - Per Season | 303.35 | 380.00 |
| 3.12.3 Daily (overnight) | 9.85 | 12.35 |
| 3.12.4 Weekly | 48.70 | 60.95 |
| 3.12.5 Launch Fees: Daily | 7.70 | 9.60 |
| 3.12.6 Launch Fees: Seasonal | 54.80 | 68.40 |
| 3.12.7 Launch Fees: Commercial | 183.60 | 229.40 |
| 3.13 Summer Youth Programs - June 1, 2017 | <u>Resident</u> | <u>Non-Resident</u> |
| 3.13.1 Rec-n-Crew | | |
| 3.13.1.1 Week | 70.65 | 88.30 |
| 3.13.1.1.1 each additional child | 64.60 | 80.80 |
| 3.13.1.1.2 early/late supervision 1st child | 31.10 | 38.95 |
| 3.13.1.1.3 early/late supervision additional child | 23.35 | 29.20 |
| 3.13.1.1.4 Extra Supervision - difficult child | 31.10 | 38.95 |
| 3.13.1.2 Four Weeks | 250.10 | 312.65 |
| 3.13.1.2.1 each additional child | 243.80 | 304.75 |
| 3.13.1.3 Full Summer | 500.00 | 624.95 |
| 3.13.1.3.1 each additional child | 493.65 | 617.00 |
| 3.13.1.4 Sunny Cove 3 nights 4 days camp | 158.00 | 197.45 |
| 3.13.1.4.1 each additional child | 138.95 | 173.75 |
| 3.13.1.5 5 day camp | 120.65 | 150.80 |
| 3.13.1.5.1 each additional child | 114.85 | 143.55 |
| 3.13.1.6 4 day camp | 83.85 | 104.80 |
| 3.13.1.6.1 each additional child | 78.10 | 97.65 |
| 3.14 Townshend Theatre - June 30, 2017 | | |
| 3.14.1 Town Recreation Program | | |
| 3.14.1.1 Set up & Rehearsal | N/C | |
| 3.14.1.2 First show in Run | N/C + \$1.50 Surtax | |
| 3.14.1.3 Second show same Day | N/C + \$1.50 Surtax | |
| 3.14.1.4 Next show same Run | N/C + \$1.50 Surtax | |

| | | Resident | Non-Resident |
|---------------|--|------------------------------------|--------------|
| 3.14.1.5 | Weekly Rate - Sunday to Sunday 6:00 p.m. | N/C + \$1.50 Surtax | |
| 3.14.1.6 | *Cafeteria Rental with Performance | N/C | |
| 3.14.2 | Board of Education | | |
| 3.14.2.1 | Set up & Rehearsal | N/C | |
| 3.14.2.2 | First show in Run | N/C + \$1.50 Surtax | |
| 3.14.2.3 | Second show same Day | N/C + \$1.50 Surtax | |
| 3.14.2.4 | Next show same Run | N/C + \$1.50 Surtax | |
| 3.14.2.5 | Weekly Rate - Sunday to Sunday 6:00 p.m. | N/C + \$1.50 Surtax | |
| 3.14.2.6 | *Cafeteria Rental with Performance | N/C | |
| 3.14.3 | Community Theatre | | |
| 3.14.3.1 | Set up & Rehearsal - 7 hours | 145.15 | |
| 3.14.3.2 | First show in Run - 7 hours | 284.90 + \$1.50 Surtax | |
| 3.14.3.3 | Second show same Day - 12 hours | 467.65 + \$1.50 Surtax | |
| 3.14.3.4 | Next show same Run - 7 hours | 284.90 + \$1.50 Surtax | |
| 3.14.3.5 | Weekly Rate - Sunday to Sunday 6:00 p.m. | 1,155.70 + \$1.50 Surtax | |
| 3.14.3.6.1 | **Cafeteria Rental with Performance | 107.50 | |
| 3.14.3.6.2 | **Cafeteria Rental with Performance - Alcohol served | 215.05 | |
| 3.14.4 | Community Use - Religious Groups, Charitable Non-Profit, Music Festivals | | |
| 3.14.4.1 | Set up & Rehearsal - 7 hours | 145.15 | |
| 3.14.4.2 | First show in Run - 7 hours | 284.90 + \$1.50 Surtax | |
| 3.14.4.3 | Second show same Day - 12 hours | 467.65 + \$1.50 Surtax | |
| 3.14.4.4 | Next show same Run - 7 hours | 284.90 + \$1.50 Surtax | |
| 3.14.4.5 | Weekly Rate - Sunday to Sunday 6:00 p.m. | 1,155.70 + \$1.50 Surtax | |
| 3.14.4.6 | **Cafeteria Rental with Performance | 107.50 | |
| | **Cafeteria Rental with Performance - Alcohol served | 215.05 | |
| 3.14.5 | Commercial Use - Business, Dance Schools, Corporations, Political Rallies | | |
| 3.14.5.1 | Set up & Rehearsal - 7 hours | 215.05 | |
| 3.14.5.2 | First show in Run - 7 hours | 430.00 + \$1.50 Surtax | |
| 3.14.5.3 | Second show same Day - 12 hours | 671.95 + \$1.50 Surtax | |
| 3.14.5.4 | Next show same Run - 7 hours | 430.00 + \$1.50 Surtax | |
| 3.14.5.5 | Weekly Rate - Sunday to Sunday 6:00 p.m. | TBN | |
| 3.14.5.6 | **Cafeteria Rental with Performance | TBN | |
| 3.14.6 | Non Resident Rate | | |
| 3.14.6.1 | Set up & Rehearsal - 7 hours | 349.40 | |
| | First show in Run - 7 hours | Min. \$725.65 + \$2.50 Surtax or | |
| 3.14.6.2 | | 20% of Gross Sales | |
| | Second show same Day - 12 hours | Min. \$1,155.70 + \$2.50 Surtax or | |
| 3.14.6.3 | | 20% of Gross Sales | |
| 3.14.6.4 | Next show same Run - 7 hours | TBN | |
| 3.14.6.5 | Weekly Rate - Sunday to Sunday 6:00 p.m. | TBN | |
| 3.14.6.6 | **Cafeteria Rental with Performance | TBN | |
| | ** We collect these amounts and remit them to the Board | | |
| 3.14.7 | Tech Fee | | |
| 3.14.7.1.1 | Tech Fee (0 - 3 hours event) | 50.75 | |
| 3.14.7.1.2 | Tech Fee (3 - 8 hours event) | 76.10 | |
| 3.14.7.1.3 | Tech Fee (8+ hours event) | 101.50 | |
| 3.14.7.2 | Tech Weekend Fee (Time plus 1hr before and 1hr after) | \$40.60/hr | |
| 3.15 | Fort Frances Public Library Effective April 1, 2017 (Plus Applicable Taxes) | | |
| 3.15.1 | 3.15.1.1 Annual Non-Resident Fee | 81.95 | |
| | 3.15.1.2 6-Month Non-Resident Fee per family | 46.30 | |

| | | Resident | Non-Resident |
|---------------|--|--|--|
| 3.15.2 | 3.15.2.1 Fines for Late Library Material | 25 cents /day | Max \$25.00 per Family Library privileges will be suspended if fines reach a maximum of \$20/Card |
| | 3.15.2.2 Late DVD's | 1.10/ day | Max \$12.00 per DVD |
| | 3.15.2.3 Late Video Games | 3.50 / day | Max \$12.00 per video gar |
| 3.15.3 | Photocopying and Internet/Computer Printing Charges: | | |
| | 3.15.3.1 First 10 pages | 0.25 | each |
| | 3.15.3.2 11 - 20 pages | 0.20 | each |
| | 3.15.3.3 21 - 49 pages | 0.15 | each |
| | 3.15.3.4 50 + pages | 0.10 | each |
| | 3.15.3.5 Colour Photocopies (81/2 x 11) | 0.80 | each |
| | 3.15.3.6 Colour Photocopies (81/2 x 14) | 1.05 | each |
| | 3.15.3.7 Colour Photocopies (11 x 17) | 1.60 | each |
| 3.15.4 | Fax Sending Charges: | | |
| | 3.15.4.1 First Page | 4.25 | |
| | 3.15.4.2 Each additional Page | 1.05 | |
| 3.15.5 | Fax Receiving Charges: | | |
| | 3.15.5.1 First Page | 1.05 | |
| | 3.15.5.2 Each additional Page | 0.25 | |
| 3.15.6 | Shaw Community Hub Rental | | |
| | 3.15.6.1 Non-Profit Groups - Meeting up to 4 hours | 43.00 | |
| | 3.15.6.2 Non-Profit Groups - Meeting up to 8 hours | 86.00 | |
| | 3.15.6.3 Non-Profit Groups - After Hours Fee | 26.85 | per hour |
| | 3.15.6.4 Profit Groups - Meeting up to 4 hours | 53.75 | |
| | 3.15.6.5 Profit Groups - Meeting up to 8 hours | 107.50 | |
| | 3.15.6.6 Profit Groups - After Hours Fee | 26.85 | per hour |
| | 3.15.6.7 Cancellation Fee | | |
| | | 50% of Rental Fee per day (Based on less than 24 hrs. notification) | |

3.16 Emergency Services - See Schedule "B"

3.17 Fort Frances Museum (Plus Applicable Taxes) - Effective January 1, 2017

| | | |
|---------------|---|------------------------------|
| 3.17.1 | Research | |
| | 3.17.1.1 Access | 9.70 |
| | 3.17.1.2 Staff - initial inquiry | 15.75 |
| | 3.17.1.3 Additional time | 39.30 per hour |
| 3.17.2 | Duplication | |
| | 3.17.2.1 Handling | 5.40 |
| | 3.17.2.2 Copying | 0.65 per sheet |
| | 3.17.2.3 Digital copy | 8.35 |
| | 3.17.2.4 Copy right fee for commercial uses - Photographing Artefacts | 39.60 |
| 3.17.3 | Admission Victoria Day to Thanksgiving (Peak Season) | |
| | 3.17.3.1 Special Events - Adult | 3.54 (\$4 including taxes) |
| | 3.17.3.2 Senior/Under 12 Fee | 2.66 (\$3 including taxes) |
| | 3.17.3.3 Maximum Family Fee | 10.62 (\$12 including taxes) |
| | 3.17.3.4 School/Public Activity Program | 3.90 |
| 3.17.4 | Rental | |
| | 3.17.4.1 Per Day | 27.65 |
| | 3.17.4.2 Per Evening | 16.65 |
| | 3.17.4.3 Court Yard | 16.65 |

| | | Resident | Non-Resident |
|---|--|-----------------------------------|---------------------|
| 3.18 Sunny Cove Camp - May 1, 2017 | | | |
| 3.18.1 | 3.18.1.1 Daytime | 574.80 | |
| | 3.18.1.2 Overnight | 1,037.80 | |
| | 3.18.1.3 Meeting - Half day | 77.05 | |
| | 3.18.1.4 Meeting - Full Day | 128.40 | |
| 3.19 Sister Kennedy Centre - Effective January 1, 2017 | | | |
| | 3.19.1 Facility Rental Fee | 41.10 | |
| 4.0 Operations & Facilities - (Plus Applicable Taxes) | | | |
| 4.1 Private Work - Effective January 1, 2017 | | <u>Resident</u> | <u>Non-Resident</u> |
| 4.1.1 Labour | | | |
| | 4.1.1.1 Regular Hourly Rate | 42.60 | 53.25 |
| | 4.1.1.2 Overtime Labour Rate | 63.90 | 79.88 |
| | 4.1.1.3 Double Overtime Labour Rate | 85.20 | 106.50 |
| 4.1.2 Vehicle Rates | | | |
| | 4.1.2.1 All 1/2 tons, 3/4 tons, crew cabs, compacts & vans | 22.15 | 27.69 |
| | 4.1.2.2 V109 - Sand Truck | 82.73 | 103.42 |
| | 4.1.2.3 V110 - Dump/Plow Truck | 38.14 | 47.68 |
| | 4.1.2.4 V115 - Sander/Plow Truck | 92.39 | 115.49 |
| | 4.1.2.5 V122 - Tandem Truck | 82.73 | 103.42 |
| | 4.1.2.6 V121 - Tandem Truck | 82.73 | 103.42 |
| 4.1.3 Equipment Rates - includes labour | | | |
| | 4.1.3.1 E205 & E207 Graders | 112.55 | 140.69 |
| | 4.1.3.2 E206 - Vacuum/Pressure Truck | 238.95 | 298.69 |
| | 4.1.3.3 E305 - Sidewalk Machine c/w any attachment | 104.62 | 130.77 |
| | 4.1.3.4 E309 - Hyundai Backhoe | 128.40 | 160.50 |
| | 4.1.3.5 E313 - Large Snow Blower & Loader | 131.52 | 164.41 |
| | 4.1.3.6 E318 - Cat 930H Loader | 95.74 | 119.68 |
| | 4.1.3.7 E315 - Loader Bobcat | 91.23 | 114.04 |
| | 4.1.3.8 E317 - Cat Loader | 96.49 | 120.61 |
| | 4.1.3.9 E321 - Loader/Backhoe | 88.62 | 110.78 |
| | 4.1.3.10 E597 - Ingersoll Rand Packer | 117.57 | 146.96 |
| | 4.1.3.11 E713 - Low Pressure Steamer w half ton truck | 139.10 | 173.87 |
| | 4.1.3.12 E726 - Rigid Drain Cleaning Machine w half ton truck | 111.09 | 138.86 |
| | 4.1.3.13 E816 - Street Sweeper | 131.18 | 163.97 |
| | 4.1.3.14 E830 - DBH Thawing Machine w 3/4 ton truck | 164.73 | 205.92 |
| | 4.1.3.15 E831 - Pulse De-Icer (Thawing Machine) | 123.24 | 154.06 |
| | 4.1.3.16 E838 - Air Compressor w 3/4 ton truck | 96.23 | 120.29 |
| 4.1.4 Private Concrete Crossing or Sidewalk Replacement for Private Crossing | | | |
| | 4.1.4.1 Removal, Supply and Installation of Concrete Driveway per square ft. | 18.47 | per sq. ft. |
| | 4.1.4.2 Culvert | Cost Plus - Max \$167.10 per foot | |
| | 4.1.4.3 Removal of Concrete Driveway Crossing Only - per square ft. | 6.17 | per sq. ft. |
| | 4.1.4.4 Removal of High-back Concrete Curb & Gutter and Replace with Low-back Concrete Curb & Gutter for New Driveway Crossing Installation - per linear ft. | 38.71 | per linear sq. ft. |
| | 4.1.4.5 Removal of Low-back Driveway Concrete Curb & Gutter and Replace with High-back Concrete Curb & Gutter when Removing Driveway Crossing - per linear ft. | 38.71 | per linear sq. ft. |
| 4.1.5 Engineering Services - Minimum One Hour - by Customer Request | | | |
| | 4.1.5.1 Televising Sewer - Regular Hourly Rate | 190.18 | |

| | | Resident | Non-Resident |
|----------|--|-----------------|---------------------|
| 4.1.5.2 | Televising Sewer - Overtime Hourly Rate | 380.36 | |
| 4.1.5.3 | Tracing Water/Sewer - Regular Hourly Rate | 126.78 | |
| 4.1.5.4 | Tracing Water/Sewer - Overtime Hourly Rate | 253.57 | |
| 4.1.5.5 | Setting Lot Grade Only - Regular Hourly Rate (Per Lot Grade) | 114.36 | |
| 4.1.5.6 | Copying Blue prints (Each) | 13.67 | |
| 4.1.5.7 | Hardcopy GIS Drawing or Map size 8.5" x 11" | 5.74 | |
| 4.1.5.8 | Hardcopy GIS Drawing or Map size 11" x 17" | 11.49 | |
| 4.1.5.9 | Hardcopy GIS Drawing or Map size 24" x 36" | 28.71 | |
| 4.1.5.10 | Digital Aerial Photography - ecw format only | 1,148.67 | |
| 4.1.5.11 | GIS shape files - per infrastructure layer | 287.16 | |
| 4.1.5.12 | GIS shape files-base map - property lines & addresses | 287.16 | |

4.2 Landfill Tipping Fees - see Schedule "C"

4.3 Sewer & Water Installation - see Schedule "D"

4.4 Stores

| | | |
|-------|---------------------------------|-----------------|
| 4.4.1 | Sale of Items to private sector | Cost Plus + 35% |
| 4.4.2 | Backyard Composters | Cost |

4.5 Airport - Effective January 1, 2017 (Plus Applicable Taxes)

| | | |
|-----------|---|--------------------|
| 4.5.1 | Fees | |
| 4.5.1.1 | Office/square meter | 377.50 |
| 4.5.1.2 | Counter/square meter | 377.50 |
| 4.5.1.3 | Rental of Heated Maintenance Garage Bay per day | 103.34 |
| 4.5.2 | Aviation Fuels | |
| 4.5.2.1 | 100LL | Adjusted Quarterly |
| 4.5.2.2 | Jet-A | Adjusted Quarterly |
| 4.5.2.3 | Aviation Oils | Cost + 45% |
| 4.5.3 | Aircraft Landing Fees | |
| 4.5.3.1 | Piston Aircraft | 13.70 |
| 4.5.3.2 | Medivac & All Government Aircrafts | 212.89 |
| 4.5.3.3 | Turbine Aircraft - minimum fee | 13.70 |
| 4.5.3.4 | <21,000 kgs - Gross Weight x | 3.97 |
| 4.5.3.5 | 21,000 - 45,000 kgs - Gross Weight x | 3.97 |
| 4.5.3.1 | Airport Landing Fees - International Flights | |
| 4.5.3.1.1 | Piston Aircraft | 34.77 |
| 4.5.3.1.2 | Turbine Aircraft - minimum fee | 34.77 |
| 4.5.3.1.3 | <21,000 kgs - Gross Weight x | 8.52 |
| 4.5.3.1.4 | 21,000 - 45,000 kgs - Gross Weight x | 8.52 |
| | Airport Parking Fees | |
| 4.5.4 | 4.5.4.1 <4,999 kgs/day | 11.59 |
| | 4.5.4.2 <4,999 kgs/month | 87.92 |
| | 4.5.4.3 5,000 - 9,999 kgs/day | 18.38 |
| | 4.5.4.4 5,000 - 9,999 kgs/month | 355.00 |
| | 4.5.4.5 10,000 - 29,000 kgs/day | 32.97 |
| | 4.5.4.6 10,000 - 29,000 kgs/month | 659.28 |
| 4.5.5 | Plug-Ins | |
| 4.5.5.1 | Heater per day | 6.34 |
| 4.5.6 | Ground Power Starts (GP) | |
| 4.5.6.1 | Bear Skin Airlines | 45.70 |

| | | Resident | Non-Resident |
|---------------|--|-----------------|---------------------|
| | 4.5.6.2 All Other Aircraft | 57.05 | |
| 4.5.7 | Aircraft De-icing | | |
| | 4.5.7.1 Bearskin Airlines | 44.38 each | |
| | 4.5.7.2 Other Aircraft *Plus Cost of Fluid | 63.40 each | |
| 4.5.8 | General Terminal Fees | | |
| | 4.5.8.1 0 - 9 seats | 17.75 | |
| | 4.5.8.2 10 - 15 seats | 20.29 | |
| | 4.5.8.3 16 - 25 seats | 31.70 | |
| 4.5.9 | Passenger Facility Charge | | |
| | 4.5.9.1 Per Person Enplaning | 11.03 | |
| 4.5.10 | Airport Improvement Fee | | |
| | 4.5.10.1 Outbound Charters per Passenger embarking | 11.03 | |
| | 4.5.10.2 Commercial Charter Ramp Fee per Aircraft | 14.13 | |
| 4.5.11 | Callouts | | |
| | 4.5.11.1 Callouts | 159.72 | |
| | 4.5.11.2 Overtime Labour Rate | 63.90 | |
| | 4.5.11.3 Double Time Labour Rate | 85.20 | |
| | 4.5.11.4 Loader with Operator | 53.16 | |
| | 4.5.11.5 Snow Blower or Sweeper attachment for Loader | 35.77 | |
| | 4.5.11.6 Sander/Plow Truck without Operator | 49.79 | |
| | 4.5.11.7 Winter Control Sand per Cubic Yard | 25.83 | |
| 4.5.12 | Aviation Charts | | |
| | 4.5.12.1 Aviation Charts | Cost + 40% | |
| 4.5.13 | Car Parking Fees/day | | |
| | 4.5.13.1 Daily Parking | 7.91 | |
| | 4.5.13.2 Monthly Parking Stall | 105.39 | |
| | 4.5.13.3 Yearly Parking Stall | 1,159.27 | |
| 4.5.14 | Land Lease Rates - Unserviced | | |
| | 4.5.14.1 Private - per square meter plus applicable taxes | 1.79 | |
| | 4.5.14.2 Commercial - per square meter plus applicable taxes | 2.68 | |
| 4.5.15 | Advertising Signs | | |
| | 4.5.15.1 Small Signs per year | 111.87 | |
| | 4.5.15.2 Large Signs per year | 124.30 | |

4.6 Cemetery User Fees - See Schedule "E"

4.7 Parks - Effective January 1, 2017 (Plus Applicable Taxes)

| | | | |
|--------------|--|--------|--------|
| 4.7.1 | Equipment Rental Charges - Labour Not Included | | |
| | 4.7.1.1 Mower, Riding | 15.84 | 19.81 |
| | 4.7.1.2 Portable Generator | 7.60 | 9.50 |
| | 4.7.1.3 Power Saw | 7.60 | 9.50 |
| | 4.7.1.4 Trailer - Large | 12.68 | 15.85 |
| | 4.7.1.5 Cement Mixer | 12.68 | 15.85 |
| 4.7.2 | Equipment Rental Charges - Labour Included | | |
| | 4.7.2.1 Backhoe | 76.08 | 95.11 |
| | 4.7.2.2 4200 Tractor & Sweeper | 53.25 | 66.56 |
| | 4.7.2.3 Stumper (Chipper) | 83.68 | 104.60 |
| | 4.7.2.4 Snowplow - Ford | 48.18 | 60.23 |
| 4.7.3 | Point Park Camping Rates | | |
| | 4.7.3.1 Full Hook-up - per night | 30.53 | |
| | 4.7.3.2 Full Hook-up - per week | 152.71 | |

| | | Resident | Non-Resident |
|----------|---|-----------------|---------------------|
| 4.7.3.3 | Full Hook-up - per 4 weeks | 587.22 | |
| 4.7.3.4 | Camping Site - per night (Tenting Sites) | 15.49 | |
| 4.7.3.5 | Camping Site - per week (Tenting Sites) | 81.81 | |
| 4.7.3.6 | Camping Site - per month (Tenting Sites) | 318.15 | |
| 4.7.3.7 | Partial Hook-up - per night (No Water) | 24.34 | |
| 4.7.3.8 | Partial Hook-up - per week (No Water) | 123.60 | |
| 4.7.3.9 | Partial Hook-up - per 4 weeks (No Water) | 476.30 | |
| 4.7.3.10 | Cost for Utilities per day for Local First Nations Band Members (Couchiching, Naicatchewenin, Nicickousemenecaning & Mitaanjigamiing) | 7.27 | |

5.0 Water & Sewer User Rates - See Schedule "D"

**TOWN OF FORT FRANCES
SCHEDULE OF FEES
SCHEDULE "B"**

3.17 Emergency Services - January 1, 2017 (Plus Applicable Taxes)

3.17.1 Administration

| | | |
|----------|---|-------|
| 3.17.1.1 | Copy of Fire Reports | 70.55 |
| 3.17.1.2 | Letter of Compliance or Approval for Properties | 70.55 |
| 3.17.1.3 | File Search, Written Report and Records on Properties | 70.55 |
| 3.17.1.4 | Written Response to written request relating to outstanding orders under the Ontario Fire Code or any Act, Regulation or By-Law with which the Fire Service has Authority or Jurisdiction | 70.55 |

3.17.2 Property Inspection Request - by Owner or Business Operator

| | | |
|------------|---|--------|
| 3.17.2.1 | Private Home Day Care Facilities (5 or less) | 70.55 |
| 3.17.2.2 | Licensed Day Care Centres (more than 5) | 91.95 |
| 3.17.2.3 | Special Care and Group Homes (3 or less) | 70.55 |
| 3.17.2.4 | Special Care and Group Homes (more than 3) | 91.95 |
| 3.17.2.5 | Inspections required by/for LCBO Licensing | 126.10 |
| 3.17.2.6 | Lodging House | 70.55 |
| 3.17.2.7 | Occupancy Load Calculation and Posting | 91.95 |
| 3.17.2.8 | Private Nursing Homes | 126.10 |
| 3.17.2.9 | Fire Inspections of Educational Institutions | N/C |
| 3.17.2.9.1 | Base Inspection | 126.10 |
| 3.17.2.9.2 | Each Classroom Additional | 5.30 |
| 3.17.2.9.3 | Portable Classrooms | 70.55 |
| 3.17.2.10 | Assembly Occupancies <60 persons | 70.55 |
| 3.17.2.11 | Assembly Occupancies >61 persons | 70.55 |
| 3.17.2.12 | Industrial/Commercial Single Tenant or Occupancy | 126.10 |
| 3.17.2.13 | Residential/Commercial - Multi Occupancy Complex | 126.10 |
| 3.17.2.14 | Residential/Apartment or Condominium Building | 126.10 |
| 3.17.2.15 | Office/Commercial Retrofit Inspections | 126.10 |
| 3.17.2.16 | Additional Inspection for incompleteness or initial follow-up | 126.10 |
| 3.17.2.17 | Inspection - All Properties | 70.55 |

3.17.3 Special Occasions Inspections

| | | |
|----------|--|--------|
| 3.17.3.1 | Mandated Fire Code inspection (tents/marquee) | 70.55 |
| 3.17.3.2 | Mandated Fire Code inspection (fireworks permits) | 126.10 |
| 3.17.3.3 | Public Vendors - Commercial Establishments | 70.55 |
| 3.17.3.4 | Public Vendors - Vendors from Outside Municipality | 244.80 |
| 3.17.3.5 | Public Vendors - Service Clubs | N/C |
| 3.17.3.6 | Misc. inspections not otherwise specified - per hour | 70.55 |

3.17.4 Other Service Fees/Charges

| | | |
|----------|---|-----------------------|
| 3.17.4.1 | Burning Permits - Residential 7 day | 13.15 |
| 3.17.4.2 | Burning Permits - Commercial/Industrial - each burn | 121.70 |
| 3.17.4.3 | Open Air Burning Violations | As per Burning By-Law |

| | | |
|---|---|---|
| 3.17.4.4 | Extinguishing Fire were no permit obtained; out of control | 450.00 for apparatus per hour plus wages plus 15% resident administration fee |
| 3.17.4.5.1 | Standby requests other than emergency response (per vehicle) For fire protection during shows, exhibitions, etc.) | 450.00 for 1st hour then \$225.00 for every 1/2 hour thereafter |
| 3.17.4.5.2 | Standby requests other than emergency response (per vehicle) | 450.00 per hour |
| 3.17.4.6 | Training Services - per hour | 70.55 plus costs |
| 3.17.4.7 | Air Bottle Refills - other Fire Services | 13.35 per bottle |
| 3.17.4.8 | Air Bottle Refills - Scuba, Private, Provincial, Industry | 18.70 per bottle |
| 3.17.4.9 | Fire Service Training Outside Municipal Boundaries | 70.55 per hour plus costs |
| 3.17.4.10 | Fire Service Fire Prevention Programs Outside Municipal Boundaries | 70.55 per hour plus costs |
| 3.17.4.11 | Fire Service Administration Outside Municipal Boundaries | 70.55 per hour plus costs |
| 3.17.4.12 | Fire Protection Outside Municipal Boundaries | As per Contract |
| 3.17.4.13 | Controlled Burns e.g. grass | Full cost recovery plus 15% resident administration fee |
| 3.17.4.14 | Boarding Up/Barricading Premises after Fire, costs per person, plus cost of public works (if used), plus cost of materials used plus 15% resident administration fee (if owner fails to comply within 24 hours the Fire Chief may authorize with all applicable costs.) | Full cost recovery plus 15% resident administration fee |
| 3.17.5 Emergency Services Response Calls | | |
| 3.17.5.1 | Fire Response to Structural Fires | N/C |
| 3.17.5.2 | Emergency response to MVA on MTO Highways as per Province of Ontario rates plus any additional clean-up costs (Recovery through MTO) | 450.00 per apparatus for first hour; 225.00 per apparatus for every 1/2 hr thereafter or part thereof; as per MTO Rates |
| 3.17.5.3 | Auto Extrication Services within the Rainy River District | 450.00 per hour |
| 3.17.5.4 | Motorized Vehicle Fires | N/C |
| 3.17.5.5 | False Alarms (1st & 2nd in a three month period) | N/C |
| 3.17.5.6 | Third False Alarm (after 3-call outs in a calendar year) | 450.00 per apparatus per hour |
| 3.17.5.7 | For each Proceeding False Alarm (Within the Calendar Yr) | 450.00 per apparatus per hour |

**TOWN OF FORT FRANCES
SCHEDULE OF FEES
SCHEDULE "C"**

4.2 Landfill Tipping Fees (No HST) - Effective January 1, 2017

| | | |
|--------------|--|--------|
| 4.2.1 | Flat Rate Period when Scale is not in operation | |
| 4.2.1.1 | Passenger Vehicle - Mini Van, SUV & Cars | 18.00 |
| | Trucks include - Compact Trucks, Half Ton Trucks, Mid-size | |
| 4.2.1.2 | Trucks and Full size vans with no seats | 20.91 |
| | Any vehicle under the description of 4.2.1.1 or 4.2.1.2 towing a | |
| 4.2.1.3 | single axle trailer | 29.74 |
| 4.2.1.4 | Single Axle Trucks | 96.48 |
| 4.2.1.5 | Tandem Trucks and Trailers | 241.21 |
| 4.2.1.6 | Garbage Trucks, Containerized Hauling Units & Tankers | 289.48 |
| 4.2.2 | Fees to be used when Scale is in operation. | |
| 4.2.2.1 | Minimum charge | 18.00 |
| 4.2.2.2 | Rate per Tonne | 69.88 |
| 4.2.2.3 | Weighing Vehicle Only | 31.36 |
| 4.2.2.4 | Contaminated Soil Suitable for Cover Material per tonne | 3.86 |
| 4.2.2.5 | Car Tires - each | 8.48 |
| 4.2.2.6 | Truck Tires - up to and including 18 wheelers | 19.69 |
| 4.2.2.7 | Off Road Tires (anything over 18 wheelers) | 98.51 |
| 4.2.2.8 | Tires by the Tonne | 492.12 |
| 4.2.2.9 | Refrigeration Units Containing Refrigerant or no notification sticker affixed to the unit | 41.01 |
| 4.2.3 | Bag Tags | |
| 4.2.3.1 | Bag Tags each | 2.25 |
| 4.2.4 | Waste Management | |
| 4.2.4.1 | Monthly Environmental Fee per Water Account | 5.00 |

**TOWN OF FORT FRANCES
SCHEDULE OF FEES
SCHEDULE "D"**

4.3 Sewer & Water Installation - Effective January 1, 2017 - plus Applicable Taxes

| | | |
|---------|--|------------------------------------|
| 4.3.1 | Installation and Termination - Per Trench | |
| | | Cost Plus + 10% + Road Restoration |
| 4.3.1.1 | If water and sewer are in separate trenches or same trenches | |
| 4.3.2 | Terminations of Services | |
| 4.3.2.1 | Inspecting the termination prior to backfilling | 44.96 |
| 4.3.3 | Reconnection of Services | |
| 4.3.3.1 | Inspecting the reconnection prior to backfilling | 44.96 |
| 4.3.3.2 | Regular request to turn water on or off (maintenance) | 44.96 |
| 4.3.3.3 | Non-Maintenance Shut off for delinquent accounts - no HST | 126.88 |
| 4.3.3.4 | Non-Maintenance Turn on for delinquent accounts - no HST | 126.88 |
| 4.3.4 | Sale and Installation of Water Meters | |
| 4.3.4.1 | Any Size Meter | Cost Plus + 10% |
| 4.3.5 | Testing Backflow Devices | |

5.0 Water & Sewer User Rates - Effective January 1, 2017

5.1 Water User Rates - Monthly

| | | |
|---------|--|------------|
| 5.1.1 | Flat Residential including Churches & Places of Worship (un-metered) | |
| 5.1.2 | Metered Non-Residential | cu meter |
| 5.1.3 | Flat Industry/Commercial/Institutional (ICI) (un-metered) and/or Minimum Bill for metered ICI accounts | |
| 5.1.3.1 | 10 cu. meters included in the minimum monthly bill for ICI | |
| 5.1.4 | Metered - Industry/Commercial | cu meter |
| 5.1.5 | Metered - Institutional | cu meter |
| 5.1.6 | Private (Re: Dedicated) Hydrants | per unit |
| 5.1.7 | Private Sprinkler System | per system |
| 5.1.8 | Sale of Water from Fire Hydrant | cu meter |
| 5.1.9 | Water Meter Replacement | |
| 5.1.9.1 | ¾ inch or 20 mm diameter water meter | per meter |
| 5.1.9.2 | 1 inch or 25.4 mm diameter water meter | per meter |
| 5.1.9.3 | 1.5 inch or 38.1 mm diameter water meter | per meter |
| 5.1.9.4 | 2 inch or 50.8 mm diameter water meter | per meter |
| 5.1.9.5 | 3 inch or 76.2 mm diameter water meter | per meter |
| 5.1.9.6 | 4 inch or 101.6 mm diameter water meter | per meter |
| 5.1.9.7 | 6 inch or 152.4 mm diameter water meter | per meter |
| 5.1.9.8 | 10 inch or 254 mm diameter water meter | per meter |

5.2 Sewer User Rates - Monthly

| | | |
|---------|--|----------|
| 5.2.1 | Flat Residential including Churches & Places of Worship (un-metered) | |
| 5.2.2 | Flat Industry/Commercial/Institutional (ICI) (un-metered) and/or Minimum Bill for metered ICI accounts | |
| 5.2.2.1 | 10 cu. meters included in the minimum monthly bill for ICI | |
| 5.2.3 | Metered Non-Resident | cu meter |
| 5.2.5 | Metered - Industry/Commercial | cu meter |
| 5.2.6 | Metered - Institutional | cu meter |

5.3 Minimum Rate to Unplug Blockage in Sanitary Sewer Line

| | | |
|-------|---|-------|
| 5.3.1 | During regular business hours (7:30 a.m. to 4:00 p.m. Monday thru Friday) | 25.50 |
| 5.3.2 | Overtime Hours | 38.00 |
| 5.3.3 | Statutory Holiday | 50.50 |

**TOWN OF FORT FRANCES
SCHEDULE OF FEES
SCHEDULE "E"**

CEMETERY OPERATOR: TOWN OF FORT FRANCES

CURRENT PRICE LIST OF CEMETERY SUPPLIES & SERVICES - EFFECTIVE DATE January 1st, 2017

FOR TWO CEMETERIES: FORT FRANCES CEMETERY- 401 King's Hwy.

RIVERVIEW CEMETERY - 1319 COLONIZATION ROAD WEST

Contact telephone number 274-9893 Monday to Friday from 8:00 am to 4:00 pm- 900 Wright Avenue

Day to Day Operation contact: Doug Brown Operations and Facilities Manager 274-9893 - 900 Wright Avenue

A. PRICE LIST PER LOT

A.1 Adult Single Lot

lot Size: 5' x 10' or 50 Square feet

Two (2) Full Burials Allowed - One (1) MUST be at extra depth (10')

And up to six (6) cremations (depending on size of urn)

Markers to be installed in accordance with the cemetery by-law

| | |
|--------------------|-----------------|
| Lot | \$268.78 |
| Care & Maintenance | \$253.75 |
| Sub-Total | \$522.53 |
| HST | \$67.93 |
| TOTAL | \$590.46 |

A.2 Adult Double Lot

lot Size: 10' x 10' or 100 Square feet

Four (4) Full Burials Allowed - Two (2) MUST be at extra depth (10')

And up to Twelve (12) cremations (depending on size of urn)

Markers to be installed in accordance with the cemetery by-law

| | |
|--------------------|-----------------|
| Lot | \$534.86 |
| Care & Maintenance | \$253.75 |
| Sub-Total | \$788.61 |
| HST | \$102.52 |
| TOTAL | \$891.13 |

A.3 Child (8 years old or under)

lot Size: 3' x 2' or 6 Square feet

One (1) Full Burial Allowed plus two (2) cremations (depending on urn size)

side by side at foot only or One (1) cremation centred at head and up to

two (2) cremations (depending on urn size) side by side at foot only

Markers to be installed in accordance with the cemetery by-law

| | |
|--------------------|-----------------|
| Lot | \$107.53 |
| Care & Maintenance | \$152.25 |
| Sub-Total | \$259.78 |
| HST | \$33.77 |
| TOTAL | \$293.55 |

A.4 Cremation Lot

lot Size: 2' x 2' or 4 square feet

Up to Two (2) cremations (depending on size of urn)

Flat Markers only allowed on Cremation lots & No Flower Beds allowed due to size

| | |
|--------------------|-----------------|
| Lot | \$80.62 |
| Care & Maintenance | \$152.25 |
| Sub-Total | \$232.87 |
| HST | \$30.27 |
| TOTAL | \$263.14 |

A.5 Veteran Lot

lot Size: 5' x 10' or 50 square feet

Two (2) Full Burials Allowed - One (1) MUST be at extra depth (10')

or Two (2) cremations (depending on size of urn) MAXIMUM 2 INTERMENTS

VETERAN AND SPOUSE ONLY

No charge for Veteran - Interment of Spouse will be the responsibility of the family

B. UNIT PRICE PER INTERMENT**B.1 SUMMER - May 1 to October 31**

| | |
|---|-----------------|
| B.1.1 Adult Interment | \$764.87 |
| HST | \$99.43 |
| TOTAL | \$864.30 |
| B.1.2 Adult with Vault | \$850.92 |
| HST | \$110.62 |
| TOTAL | \$961.54 |
| B.1.3 Child (8 years old or under) | \$307.97 |
| HST | \$40.04 |
| TOTAL | \$348.01 |
| B.1.4 Child (8 years old or under) with Vault | \$334.84 |
| HST | \$43.53 |
| TOTAL | \$378.37 |
| B.1.5 Extra Depth 10 ft. | \$850.92 |
| HST | \$110.62 |
| TOTAL | \$961.54 |
| B.1.6 Saturday (above rates +) | \$517.29 |
| HST | \$67.25 |
| TOTAL | \$584.54 |

B.1.7 Disinterment - above rates plus 150% and all applicable taxes**NOTE: All interments include the use of artificial grass and lowering devices**

B. UNIT PRICE PER INTERMENT

B.2 WINTER - November 1st - April 30th

| | |
|---|-------------------|
| B.2.1 Adult Interment | \$926.13 |
| HST | \$120.40 |
| TOTAL | \$1,046.53 |
| B.2.2 Adult with Vault | \$1,012.12 |
| HST | \$131.58 |
| TOTAL | \$1,143.70 |
| B.2.3 Child (8 years old or under) | \$442.37 |
| HST | \$57.51 |
| TOTAL | \$499.88 |
| B.2.4 Child (8 years old or under) with Vault | \$528.36 |
| HST | \$68.69 |
| TOTAL | \$597.05 |
| B.2.5 Extra Depth 10 ft. | \$1,102.68 |
| HST | \$143.35 |
| TOTAL | \$1,246.03 |
| B.2.6 Saturday (above rates +) | \$517.29 |
| HST | \$67.25 |
| TOTAL | \$584.54 |

B.2.7 Disinterment - above rates plus 150% and all applicable taxes

NOTE: All interments include the use of artificial grass and lowering devices

B.3 UNIT PRICE PER INTERMENT FOR CREMATED REMAINS

May 1 to October 31- Only

| | |
|--|-----------------|
| B.3.1 Cremation < 12" in diameter to Max. 24 inches | \$281.11 |
| HST | \$36.54 |
| TOTAL | \$317.65 |
| B.3.2. Saturday Cremains < 12" diameter to Max. 24 " in diameter | \$442.37 |
| HST | \$57.51 |
| TOTAL | \$499.88 |
| B.3.3 Cremains Placed in Private Marker/Monument Base | \$88.39 |
| HST | \$11.49 |
| TOTAL | \$99.88 |
| B.3.4 Cremains placed in the ground at the same time as full burial interment | \$55.46 |

| | |
|--|----------------|
| HST | \$7.21 |
| TOTAL | \$62.67 |
| | |
| B.3.5 Cremains placed in Monument Niche | \$69.77 |
| HST | \$9.07 |
| TOTAL | \$78.84 |

B.3.6 Disinterment - above rates plus 150% and all applicable taxes

NOTE: All interments include the use of artificial grass and lowering equipment

C UNIT PRICE FOR A COLUMBARIUM NICHE

| | | |
|---------------------------------------|-------------------|---|
| C.1 Top Two Rows | \$1,197.79 | Purchase Price of Columbarium Niche includes Purchase of Double Niche Bronze Plaque and installation One Urn Placement or interment |
| Care & Maintenance | 177.82 | |
| Sub-Total | \$1,375.61 | |
| HST | \$178.83 | |
| TOTAL | \$1,554.44 | |
| | | Interior shelf space of a niche is 13" wide x 10" deep x 8" high, therefore urns to be placed in the columbarium can be no bigger than 6.5" wide x 10" deep x 8" high. |
| C.2 Middle Four Rows | \$1,476.69 | |
| Care & Maintenance | \$219.66 | |
| Sub-Total | \$1,696.35 | |
| HST | \$220.53 | |
| TOTAL | \$1,916.88 | |
| | | |
| C.3 Bottom Two Rows | \$988.60 | |
| Care & Maintenance | \$146.44 | |
| Sub-Total | \$1,135.04 | |
| HST | \$147.56 | |
| TOTAL | \$1,282.60 | |
| | | |
| C.4 2nd Urn Placement in Niche | \$151.80 | |
| HST | \$19.73 | |
| TOTAL | \$171.53 | |

D. UNIT PRICE FOR FLOWER CARE PER LOT

| | | |
|--|-------------------|--|
| D.1 Special Care Single - Flowers | \$2,687.70 | Single Special Care: The flower bed is centred to the monument 3 rows of 6 flowers - 18 flowers |
| HST | \$349.40 | |
| TOTAL | \$3,037.10 | |
| | | Double Special Care: is two (2) singles 2 single beds are planted 3 rows x 6 = 18 flowers - 2 x 18 = 36 flowers |
| D.2 Special Care Double - Flowers | \$5,375.38 | |
| HST | \$698.80 | |
| TOTAL | \$6,074.18 | Single Pillow: Exact same size as single but turned in such a way that the bed is wider across the base 3 rows x 6 = 18 flowers |
| D.3 Annual Care - Adult - Flowers | \$215.03 | |
| HST | \$27.95 | |
| TOTAL | \$242.98 | Double Pillow: Is positioned along the base the same as a single pillow but is larger in in 4 rows x 6 = 24 flowers |
| D.4 Annual Care - Child - Flowers | \$80.62 | |
| HST | \$10.48 | |
| TOTAL | \$91.10 | Annual Care paid for and planted each year |

Special Care is paid for once and is planted every year

E. UNIT PRICE FOR A FOUNDATION FOR A UPRIGHT MONUMENT (MARKER)

For the Supply, Installation and Inspection of Concrete Foundations for Upright Markers or Monuments \$ 0.29 per square inch plus HST

Based on the exact size of the foundation. Where the square inches are calculated by adding 6 inches to both the width and length of the base of the Marker or Monument. The Town will only accepted foundation orders from June 15th to September 15th of each year.

F. UNIT PRICE FOR A FOUNDATION FOR A FLAT MARKER

For the Supply, Installation and Inspection of Concrete Foundations for Flat Markers \$ 0.27 per square inch plus HST

Based on the exact size of the foundation. Where the square inches are calculated by adding 6 inches to both the width and length of the base of the flat Marker . The Town will only accepted foundation orders from June 15th to September 15th of each year.

G. CARE & MAINTENANCE FOR A FLAT MARKER OR UPRIGHT MONUMENT (MARKER)

| | |
|--|----------|
| G.1 Flat Markers that measure less than 1116.13 square centimetres or 173 sq. inches | \$0.00 |
| G.2 Flat Markers that measure at Least 1,116.13 square centimetres or 173 sq. inches | \$50.00 |
| G.3 Upright Monument that measure less than 1.22 meters or 4 feet in height and/or length including the base | \$100.00 |
| G.4 Upright Monument measuring more than 1.22 meters or 4 feet in height and/or length including the base | \$200.00 |

H. MISCELLANEOUS CEMETERIES FEES

H.1 For non-residents customers the above list rates plus 40% mark-up and all applicable taxes

Note the only exception to applying the 40% increase for non-residents is care and maintenance fees for markers and lots, these rates are established under the *Funeral, Burial and Cremation Services Act, 2002* and regulations, as amended from time to time

H.2 Funeral Arriving before 9 am and after 3:00 pm \$125.54
HST \$16.32

| | | |
|--------------|-----------------|--|
| TOTAL | \$141.86 | |
|--------------|-----------------|--|

**H.3 Issue of new Interment Rights
Certificate as a result of revisions to
intended occupant(s) or ownership
change**

| | | |
|--------------|-----------------|------------|
| | \$107.54 | per change |
| HST | \$13.98 | |
| TOTAL | \$121.52 | |

**H.4 Rental of Artificial Grass for off-site
interments**

| | | |
|--------------|----------------|------------------------|
| | \$10.77 | per off-site interment |
| HST | \$1.40 | |
| TOTAL | \$12.17 | |

H.6 Hourly labour per cemetery worker

| | |
|--------------|----------------|
| | \$42.62 |
| HST | \$5.54 |
| TOTAL | \$48.16 |

General Notes:

- 1) Payment is due at the time of purchase - no financing options available
- 2) For any additional information or clarification , please feel free to contact the cemetery operator as per the contract information outlined at the top of each page of the current price list

TOWN OF FORT FRANCES

BY-LAW NO. xx/16

(Being a by-law to authorize the signing of an agreement with the Canadian Union of Public Employees Local No. 65 - the *Municipal Act, 2001*, R.S.O. 2001, c.25, Section 8.)

WHEREAS on October 6, 2016, Council approved a report from A. Petrin, Human Resources Manager thereby ratifying terms of a new collective agreement with CUPE and its Local No. 65 - for a three-year term ending December 31, 2018;

NOW THEREFORE Council for the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:

1. That the agreement between the Corporation of the Town of Fort Frances and the Canadian Union of Public Employees Local No. 65 for the term January 1, 2016 to December 31, 2018, in the form of Schedule “A” attached hereto and forming part of this by-law, be and the same is hereby approved by Council.

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 28th day of November 2016.

R. Avis, Mayor

E. Slomke, Clerk

COLLECTIVE AGREEMENT

BETWEEN

THE CORPORATION OF THE TOWN OF FORT FRANCES



And

CANADIAN UNION OF PUBLIC EMPLOYEES AND ITS LOCAL 65

(PARKS / PUBLIC WORKS / CIVIC CENTRE / MEMORIAL SPORTS CENTRE / CHILDREN'S
COMPLEX)



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COLLECTIVE AGREEMENT

BETWEEN

THE CORPORATION OF THE TOWN OF FORT FRANCES

(Hereinafter called the "Corporation")

and

CANADIAN UNION OF PUBLIC EMPLOYEES AND ITS LOCAL 65

**(PARKS / PUBLIC WORKS / CIVIC CENTRE / MEMORIAL SPORTS CENTRE / CHILDREN'S
COMPLEX)**

(Hereinafter called the "Union")

ARTICLE 1 - PREAMBLE

1.01 Preamble

WHEREAS it is the duty of every employee individually and collectively to promote and co-operate to the fullest extent in all matters with respect to the provision of the services for the safety, health, comfort and general welfare of the citizens having regard to the interests of efficiency, productivity and economy of operations;

AND WHEREAS in the interests of the efficient conduct and administration of the Town's affairs, it is the desire of both parties to maintain harmonious relations by negotiating fair and reasonable remuneration for services rendered and hours of work and to encourage efficiency in operation and to provide an amicable method of settling any differences or grievances which might possibly arise;

NOW THEREFORE, TO EFFECTUATE THE FOREGOING, THE Corporation and the Union hereby covenant and agree as follows:

ARTICLE 2 - INTERPRETATION

The following terms wherever used herein shall, unless the context otherwise requires, have the following meanings:

2.01 "Council" - shall mean the Council of the Corporation of the Town of Fort Frances;

2.02 "Council Committee" - shall mean the Committee of the Council being held responsible for a particular department;

- 2.03** "Corporation" - shall mean the Corporation of the Town of Fort Frances;
- 2.04** "Regular Full-Time Employee" - shall mean an employee who is continuously employed in a full-time position and who has completed his/her probationary period;
- 2.05** "Regular Part-Time Employee" - shall mean an employee who is continuously employed in a regular part-time position and who has completed his/her probationary period. In the event that an employee carries two (2) or more regular part-time positions with a total Full-Time Equivalent (FTE) of 1.0, the employee will receive the benefits of a full-time employee as outlined in the Collective Agreement.
- 2.06** "Interim Replacement Employee" - Shall mean an employee of the Corporation who is hired on a temporary basis or an 'as required' basis. Interim replacement employees may be hired to replace regular full-time or regular part-time employees who are absent on maternity leave, vacation, illness, or any other approved leave of absence. The employment of Interim replacement Employees shall not cause the layoff or termination of regular full-time or regular part-time employees. Interim Replacement Employees shall accrue seniority by hours worked for the purpose of call-in shifts (if qualified for the position) and for bidding on job postings, and shall not receive any benefits of the Collective Agreement unless otherwise specified.
- If he / she is subsequently hired as a regular full-time or regular part-time employee, he / she must successfully complete the requisite probationary period following which seniority shall date from the first day of continuous employment in one position.
- In addition, the employer agrees to provide the union with the name of the Interim Replacement Employee, their start date, and their anticipated end date where an Interim Replacement Employee has been working continuously in one position for a period of sixty (60) consecutive days. This notice will only be provided once.
- 2.07** "Seasonal Employee" - shall mean an employee (other than a student) who is employed on a short term basis as required. Seasonal employees shall accrue seniority; their previous service as a seasonal employee will be considered for re-call purposes subject to having the necessary qualifications.
- In the event an employee carries two (2) seasonal positions, the employee will receive the benefits of a full-time employee as outlined in the Collective Agreement.
- 2.08** "Co-op Student" - Co-op students (e.g. Con College, high school) will be allowed to work with union members positions. Purpose is not to perform the work of the bargaining unit, but would provide a student with knowledge of the operations by on the job participation. The Co-op experience is designed to be a learning situation. The union member would share their expertise knowledge and skills with student. No union position or member would be displaced, no overtime would be affected. No employee on layoff/recall will be adversely affected by the utilization of this clause.
- 2.09** "Student" - shall mean an employee who is a student at a college, university or other educational institution and who is employed on an "as required" basis for a maximum of five (5) years or until that student graduates, whichever comes first. Students shall not accrue seniority and shall not receive any benefits of the Collective Agreement unless otherwise specified.

Such employees shall not in any way displace a bargaining unit employee nor will they be retained or granted work in preference to bargaining unit employees who normally perform the work.

- 2.10** "Special Program Employee" - shall mean an employee engaged under a "Special Program" of the Ministry or Corporation. These programs usually have special purposes, predetermined start and finish dates and specific budget allowances. No benefits apply to the Special Program Employee unless funded by the program details. Such employee shall not in any way displace a bargaining unit employee nor will they be retained in or granted work in preference to bargaining unit employees who normally perform the work or delay the seasonal recall or shorten the work period of seasonal employees.
- 2.11** "Common Law" – The definition of **common law** shall be in accordance with the Canada Revenue Agency definition under Marital Status.

ARTICLE 3 - MANAGEMENT RIGHTS

3.01 Management Rights

The Union recognizes and acknowledges that the management of the operation and direction of the working forces are fixed exclusively in the Corporation and shall be exercised in a manner consistent with this agreement. The union acknowledges that it is the exclusive right of the Corporation to:

- a) maintain and enhance order and efficiency;
- b) hire, promote, demote, classify, transfer, suspend and re-hire employees, and to discipline or discharge any employee for just cause provided that a claim by an employee who has completed his probationary period that he has been discharged or disciplined without just cause may be the subject of a grievance and/or arbitration and dealt with as hereinafter provided;
- c) make, enforce and alter, from time to time, rules and regulations to be observed by the employees;
- d) determine the nature and kind of business conducted by the Corporation the kinds and locations of operations, equipment and materials to be used, the control of materials and parts, the methods and techniques of work, the content of jobs, the schedules of work, the number of employees to be employed, the extension, limitations, curtailment or cessation of operations or any part thereof, and to determine and exercise all other functions and prerogatives which shall remain solely with the Corporation except as specifically limited by the express provisions of this agreement.

Any allegation by the Union that the Corporation's exercise of these rights has violated an express provision of the collective agreement may be the subject of a grievance and dealt with under Articles 10 and 11.

ARTICLE 4 - RECOGNITION AND NEGOTIATIONS

4.01 Bargaining Unit

The Corporation or anyone authorized to act on its behalf approves and recognizes the Canadian Union of Public Employees and its Local 65 as the sole collective bargaining agency for all of its employees save and except:

1. Chief Administrative Officer
2. Clerk
3. Treasurer
4. Deputy Treasurer
5. By-law Enforcement Officers
6. Chief Building Official
7. Municipal Planner
8. Administrative Assistants
9. Qualified Engineer/Assistant to Engineer
10. Operations and Facilities Division Manager
11. Operations and Facilities Superintendents
12. OPP
13. Fire Chief
14. Deputy Fire Chief
15. International Brotherhood of Electrical Workers
16. Fort Frances Professional Fire Fighters Association
17. Division Managers
18. Treasury Assistant
19. POA Coordinator
20. POA Court Reporter
21. POA Prosecutor
22. Human Resources Manager
23. Community Services Division Manager
24. Aquatics Director
25. Aquatics Staff
26. Physical Education Director
27. Memorial Sports Centre Clerical and Administrative Support
28. Recreation Facilities Superintendent
29. Memorial Sports Centre Students
30. Children's Complex Superintendent
31. Assistant Children's Complex Superintendent
32. Private Home Day Care / Best Start Hub Coordinator
33. Children's Complex Administrative Support

and hereby consents and agrees to negotiate with the Union or any authorized Committee thereof in any and all matters affecting the relationship between the parties to this Agreement, looking towards a peaceful and amicable settlement of any differences that may arise between them.

4.02 No Other Agreement

No employee shall be required or permitted to make any written or verbal agreement which may conflict with the terms of this contract.

4.03 Work of Bargaining Unit

Persons whose jobs are not in the bargaining unit shall not work on any jobs which are included in the bargaining unit except in cases of emergency and training of a member of the bargaining unit in a new position.

The Children's Complex Superintendent, Assistant Children's Complex Superintendent, and Children's Complex Administrative Support Staff may work on jobs performed by members of the bargaining unit to maintain legislative ratios as long as no Children's Complex bargaining unit employee is on lay-off and no interim replacement employees are reasonably available.

4.04 Interruption of Work

There shall be no lockout by the Corporation and no strike by the employees during the term of this Agreement. The Union shall not cause, direct, or consent to any strike by its members during the term of this Agreement. The Corporation shall not cause or direct any lockout of its employees during the term of this Agreement.

4.05 Notification of Union Representatives

The Union shall notify the Corporation in writing the names and positions held in the bargaining unit of all elected Union officials and members of Union Committees. The Union will update the list as necessary or upon request of the Employer.

ARTICLE 5 - UNION SECURITY**5.01 Union Membership Requirement**

All employees of the Corporation covered by the Certification issued to the Union by the Ontario Ministry of Labour, shall, as a condition of employment, remain members in good standing of the Union in accordance with the Union's Constitution and By-laws.

All new employees of the Corporation shall, as a condition of continued employment become members in good standing of the Union not later than three (3) months after starting with the Corporation.

5.02 Deduction of Dues

The Corporation agrees to deduct each month from the salary of each employee covered by this agreement the amount of Union dues as provided by the Constitution and By-Laws of the Union and remit same to the Secretary-Treasurer of CUPE Local No. 65 not later than the 15th day of the month following, accompanied by a list of names of all employees from whose wages the deductions have been made.

5.03 Recording of Dues on T-4 Slips

At the same time that Income Tax (T-4 Slips) are made available, the Corporation shall type in the T-4 slip the amount of union dues paid by each employee in the previous year.

5.04 New Employees

The Employer shall acquaint new bargaining unit employees with the fact that a collective agreement is in effect by providing said employees with one (1) hardcopy of the current collective agreement upon hire. The new employee shall be permitted to meet with the departmental union steward during his first month of employment, within regular working hours and without loss of pay, for a maximum of fifteen (15) minutes, for the purpose of orienting the new employee with their departmental union steward.

ARTICLE 6 - DISCRIMINATION**6.01 No Discrimination**

The Council, its servants and agents, agree that there will be no discrimination, interference, restriction or coercion exercised or practised with respect to any employee by reason of his or her membership or non-membership in a trade union, or by reason of any of the protected grounds of discrimination found in the Ontario Human Rights Code namely race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, family status, or disability.

6.02 Harassment

The Employer and the Union agree to abide by the Corporation's Workplace Harassment Policy.

ARTICLE 7 - CONDITIONS OF EMPLOYMENT**7.01 Conditions of Employment**

New employees, prior to becoming employed by the Corporation and at the option of the Corporation, shall be required to undergo a medical examination.

Children's Complex Employees

Full-time employees who are required to have ongoing medical examinations as a requirement for continued employment will be allowed 1 hour paid leave of absence to obtain the same. Employees receiving inoculation for Hepatitis B or flu (relating to their employment) shall be reimbursed for any billing which the employee receives from their physician for such inoculation.

ARTICLE 8 - LABOUR-MANAGEMENT COMMITTEE**8.01 Representation**

No individual employee or group of employees shall undertake to represent the Union at meetings with the Corporation without proper authorization of the Union. In order that this may be carried out, the Union will supply the Corporation with the name of its officer. Similarly, the Corporation will, if requested, supply the Union with a list of its supervisory or other personnel with whom the Union may be required to transact business.

8.02 Labour-Management Committee

A Labour Management Cooperation Committee shall be established consisting of four (4) representatives of the Union and four (4) representatives of the Employer. The Committee shall meet on request by either party at a mutually agreeable time and place and shall enjoy the full support of both parties to this Agreement in the interest in providing the best possible service to the public. The party requesting the meeting will present the other party with an agenda outlining the matters to be discussed at the meeting at least one week, if possible prior to the meeting.

8.03 Representative of Canadian Union

The Union shall have the right at any time to have the assistance of representatives of the Canadian Union of Public Employees when dealing or negotiating with the Corporation.

8.04 Time off for Meetings

Any representative of the Union serving as a member of the Bargaining Committee or the Labour Management Committee, who is in the employ of the Corporation, shall have the privilege of attending Committee meetings held within working hours without loss of remuneration providing that such meeting is a joint meeting between said Committees.

ARTICLE 9 - RESOLUTIONS**9.01 Notice of Resolutions**

All resolutions of the Corporation which affect the employees covered by this Agreement shall be forwarded to the Recording Secretary of the Union by the Corporation, within seven (7) days of the passing thereof.

ARTICLE 10 - GRIEVANCE PROCEDURE**10.01 Settling of Grievances**

A grievance is defined as any difference between the Corporation and an employee regarding the interpretation, application, administration or alleged violation of the Agreement; including any question as to whether a matter may be subject to the arbitration process, as agreed to herein.

Every effort shall be made to settle grievances fairly and promptly by both the Corporation and the Union.

A grievance shall specify the clause(s) in the Collective Agreement that are alleged to have been violated.

It is understood that an employee has no formal grievance until he has first given his supervisor a reasonable opportunity to both review his complaint and attempt to resolve it.

In the interest of facilitating this procedure, the Human Resources Manager (or designate) shall be permitted to engage in verbal communications with the Union at each Step of the grievance procedure.

Step 1

If an employee has a grievance, he shall; either alone or accompanied by his Union Representative, first address the grievance with his supervisor (or designate), who will attempt to resolve the dispute verbally.

The grievance must be communicated to the aggrieved employee's supervisor in this manner within ten (10) working days after the circumstances giving rise to it have occurred, or within ten (10) working days from the time when the aggrieved employee would have reasonably been aware of the occurrence of the event upon which the grievance is based.

The supervisor shall provide a verbal response to the aggrieved employee within three (3) working days of receiving a grievance at Step 1.

Step 2

Failing settlement at Step 1, the Union may advance a written grievance to the Human Resources Manager on behalf of the aggrieved employee within five (5) working days of the supervisor having rendered a decision at Step 1.

The Human Resources Manager shall coordinate a meeting that is mutually agreeable to the Corporation and the Union, where both parties would be provided an opportunity to present their argument.

The Human Resources Manager shall provide a written response within five (5) working days of receiving a grievance at Step 2.

Step 3

Failing settlement at Step 2, the Union may advance the grievance to the Corporation's Chief Administrative Officer (CAO) by providing to the Human Resources Manager written notice of its intention to do so, within five (5) working days of the Human Resources Manager having rendered a written response at Step 2.

The Human Resources Manager shall coordinate a meeting that is mutually agreeable to the Corporation and the Union, where both parties would be provided an opportunity to present their argument to the CAO.

The CAO shall provide a written response to the Union within twenty (20) working days of hearing a grievance at Step 3.

Step 4

Failing settlement under the foregoing procedure of any grievance between the parties, such grievance may be submitted to arbitration as hereinafter provided.

No matter may be submitted to arbitration if any steps of the grievance procedure have been omitted or improperly discharged.

If no written notification for arbitration is received by the Human Resources Manager within 30 days after the CAO has provided a written reply at Step 3, the grievance shall be deemed to have been abandoned.

10.02 Replies in Writing

Replies to grievances shall be in writing at all stages except Stage 1.

The Union and the Human Resources Manager (or designate) shall be copied on all written correspondence between the parties arising from Article 10 or incidental thereto.

10.03 Time Limits

All time limits as referred to herein shall be mandatory with the result of any failure to meet the time limits in filing, processing the grievance, or its referral to arbitration will cause the grievance to expire and be deemed to have been finally abandoned. Time limits shown in Articles 10 and 11 may be extended upon written agreement of the parties.

In regards to “working days”, for the purposes of Article 10, time limits shall be computed by excluding Saturday, Sunday, and paid holidays.

Failure of the Employer to meet its time limits in responding to the grievance shall permit the aggrieved employee to take the grievance to the next succeeding step, provided that he presents the grievance at the next step within five (5) working days after the expiration of the said time limit.

Failure of the aggrieved employee or the Union to meet time limits in processing the grievance shall cause the grievance to expire.

10.04 Decisions Between Corporation and Grievance Committee

The Corporation acknowledges the right of the Union to appoint or otherwise select a Grievance Committee comprised of up to three (3) Union members who shall be regular employees of the Corporation. The personnel of such Committee shall be communicated to the Human Resources Manager within one (1) calendar week of their date of appointment.

The Union shall have the right to have a CUPE National Representative at all steps of the grievance procedure.

The Corporation acknowledges the right of the Union’s Unit Chair, or designate, to lead or assist in the investigation of any grievance.

All decisions arrived at by agreement between the Corporation and the Grievance Committee with respect to any grievance shall be in writing and shall be final and binding on the Corporation and on the Union.

10.05 Omission of Foreman Involved in a Grievance From the Grievance Committee

Any foreman directly involved in a grievance shall not act as a member of the Grievance Committee for that particular grievance.

10.06 Meetings between Grievance Committee and Corporation

Once a grievance has been filed by the Grievance Committee at Step 3, there shall be no direct communication between any union officer, including but not limited to any individual member of the Grievance Committee or any employee with a Superintendent, Division Manager, Official of the Corporation. Meetings between the Grievance Committee and the Corporation shall take place only at mutually agreed times and places.

10.07 Policy Grievance

Policy grievances commence directly at Step 3 of the grievance procedure thus by-passing Steps 1 and 2. Where a dispute involving a question of general application or interpretation occurs, or where a group of employees or the Union or the Employer has a grievance, the above grievance procedure shall apply. It is expressly understood, however, that the provisions of this Article may not be used with respect to a grievance directly affecting an employee which such employee could himself institute and the regular grievance procedure shall not be thereby by-passed.

10.08 Grievance Forms

All grievance forms shall contain one (1) grievance. A written grievance shall contain a clear and concise statement concerning the alleged grievance; the employee(s) involved; the date on which the alleged grievance occurred; the clause(s) alleged to have been violated; and the relief sought.

10.09 Deviation from Grievance Procedure

After a grievance has been initiated by the Union, representatives of the Employer shall not enter into discussion or negotiation with respect to the grievance with the aggrieved employee, either directly or indirectly, without the consent of the Union. Violation of this article shall permit the grievance to be forwarded to the next step, subject to the time limits.

10.10 Employer Grievance

It is acknowledged that the Employer may bring forward at a meeting held with the Union any dispute with respect to the application of this Agreement which may affect the Employer, within ten (10) working days after the occurrence of the event giving rise to the complaint. If such complaint is not settled to the mutual satisfaction of the conferring parties, it may be treated as an employer grievance and reduced to writing, and the written grievance shall be sent to the Union, with a copy to the National Servicing Representative.

If such complaint is not settled to the satisfaction of the Employer, the Union shall reply in writing to the Employer within ten (10) working days after receipt of the employer grievance.

If the written reply has not settled the grievance to the satisfaction of the Employer, or if no written reply is received by the Employer within ten (10) working days after the receipt of the written grievance to Union, the Employer may, within ten (10) working days, refer the grievance to arbitration in accordance with Article 11 of this Agreement. Unless otherwise agreed to in writing, the Employer shall comply with the time limits set out in this clause respecting any Employer grievance, otherwise the grievance shall be deemed to have been abandoned.

ARTICLE 11 - ARBITRATION

11.01 Go to Single Arbitration

In the event the parties are unable to reach a settlement of a grievance involving interpretation or application of any provision of the Collective Agreement under the provisions of the Grievance Procedure, the aggrieved party may within thirty (30) calendar days after receiving the CAO's written decision at Step 3, notify the other party of a desire to have the dispute arbitrated by a third party. Failure to provide such notification within such thirty (30) day period shall constitute a waiver by the aggrieved party to further consideration of the case and cause the grievance to expire and be deemed to have been finally abandoned.

11.02 Sole Arbitrator

Within fifteen (15) calendar days after referral to Arbitration the parties will attempt to select a sole Arbitrator to hear the matter and for that purpose will exchange nominations.

11.03 Board of Arbitration

Failing agreement between the parties on a sole arbitrator as per 11.02 above either party may refer the matter within seven (7) calendar days thereafter to a three person Board of Arbitration and shall at the same time inform the other party of the name of its nominee to the Board of Arbitration and the other side shall appoint its nominee to the Board within seven (7) calendar days of receiving the other party's nominee. The two nominees so selected shall within fifteen (15) calendar days of appointment of the second nominee appoint a third person who shall be the Chairperson. If the parties fail to appoint a Chairperson within the time designated, either or both parties may request the Minister of Labour of Ontario to make the necessary appointment.

11.04 Role of Arbitrator or Arbitration Board

The Arbitrator or Arbitration Board, as the case may be, may only consider the issue(s) raised in the grievance form itself. The grievance form must give particulars of the circumstances and facts which it is alleged constitute a violation of the Collective Agreement. Any grievance which does not conform with the foregoing requirements may be returned to the grieving party who will have five (5) calendar days to amend the Grievance and resubmit it.

The Arbitrator or Arbitration Board shall not be authorized to render any decision inconsistent with the terms of this Agreement nor shall he/she alter, add or amend any of its provisions. He/she shall, however, have the right to make a just and equitable award. The decision of the Arbitrator or of the Board of Arbitration, as the case may be, will be binding on the parties to this Agreement.

11.05 Arbitration Expenses

Each of the parties will bear the expenses of their respective nominees and one-half (1/2) of the expenses of the sole Arbitrator, or the Chair of the Board of Arbitration, as the case may be.

ARTICLE 12 - DISCHARGE CASES AND SUSPENSION**12.01 Discharge Procedure**

An employee who has completed his/her probationary period, may be dismissed for just cause and upon the authority of the Corporation. The Manager or Superintendent may suspend an employee. Such employee and the Union shall be advised promptly in writing by the Corporation of the reason for such dismissal. Just cause shall not include the refusal of an employee to cross the picket line of a legal strike.

12.02 May Omit Grievance Steps

An employee who has completed his/her probationary period, considered by the Union to be unjustly discharged or suspended, shall be entitled to a hearing under Article 10 - Grievance Procedure. Steps 1 and 2 of the Grievance Procedure shall be omitted in such cases.

12.03 Unjust Suspension or Discharge

Should it be found upon investigation or as a result of grievance procedure, that an employee who has completed his/her probationary period has been unjustly suspended or discharged, such employee shall be immediately reinstated in his/her former position, without loss of seniority rating, and shall be compensated for all time lost in an amount equal to his/her normal earnings during the pay period next preceding such discharge or suspension, or by any other arrangement as to compensation which is just and equitable in the decision of the parties or in the decision of the Board of Arbitration if the matter is referred to such a Board.

12.04 Access to Personnel Records

An employee, semi-annually, shall have the right to have access to his/her personnel record.

Any disagreement as to the accuracy of information contained in the file may be subject to the grievance procedure and the eventual resolution thereof shall become part of the employee's record.

No evidence from the employee's record may be introduced as evidence in any hearing of which the employee was not aware at the time of filing. An employee shall have the right to copies of any material contained in his/her personnel record on a semi-annual basis.

12.05 Record of Employee

The record of an employee shall not be used against him/her at any time after twenty-four (24) months following a suspension or disciplinary action, including letter of reprimand or any adverse report.

ARTICLE 13 - HOURS OF WORK

13.01 Public Works and Parks Employees

The hours of work for Public Works and Parks employees shall consist of forty (40) hours per week based on eight (8) hours per day, Monday to Friday. The workday shall commence at 7:30 a.m. and finish at 4:00 p.m. with one-half (1/2) hour off for lunch between 11:30 a.m. and 12:00 noon.

The starting time may be altered one (1) hour before or one (1) hour after the time specified above, providing twenty-four (24) hours advance notice is given, and upon approval of the Union. If the Union disapproves, notification shall be given to management within eight (8) hours.

Shift work when and if necessary, shall be on a voluntary basis. However if sufficient volunteers are not available management shall reserve the right to delegate employees and arrange shift schedules.

The cleaning of public washrooms is a seven (7) day operation and the scheduled shifts will not be considered overtime. These shifts will be offered to the regular seasonal employee prior to the students. It is agreed to pay stat pay on any stat day that falls within the schedule.

13.02 Clerical Employees

The hours of work for regular full-time clerical employees shall consist of thirty-five (35) hours per week based on seven (7) hours per day, five (5) days per week, Monday to Friday. The workday shall commence at 8:30 a.m. and finish at 4:30 p.m. with one (1) hour off for lunch.

The hours of work for Civic Centre staff for July and August will be from 8:00 a.m. to 4:00 p.m. with one (1) hour off for lunch. Public works clerical workday shall commence at 8:00 a.m. and finish at 4:00 p.m. with one (1) hour off for lunch.

13.03 Water Treatment Plant Employees

The hours of work for Water Treatment Plant operators will be Monday to Friday from 7:30 a.m. to 4:00 p.m. with a half hour unpaid lunch.

In addition, the three operators will have a rotating on-call schedule. For each week that an operator is on call, the operator will accumulate sixteen (16) hours of standby time, which is inclusive of the following:

1. Twelve (12) hours for weekly coverage (Tuesday to Tuesday),
2. Two (2) hours on Saturday morning and two (2) hours on Sunday morning for the Water Treatment Plant operator to go to the water treatment plant and water tower to perform water testing and plant inspection duties.

The sixteen (16) hours of standby time gained by weekly on-call duties will be taken off in the following manner:

1. Following an on-call week, the Water Treatment Plant operator will utilize eight (8) hours of standby time on the final workday of the regular workweek (Monday to Friday). This day is usually "Friday", however is subject to change due to paid holidays.
2. The operator will be allowed to accumulate the other eight (8) hours of standby time to a maximum limit of one hundred (100) hours.
3. Once at the maximum standby time, the Water Treatment Plant operator will be required not to go over this limit and will be required to utilize this standby time prior to the next on-call week.

When one of the ten (10) paid holidays as outlined in Article 21.01 occurs during an on-call week, the Water Treatment Plant operator will receive an additional eight (8) hours of standby time. All Water Treatment Plant operators will be paid a consistent forty (40) hours every pay period.

13.04 Memorial Sports Centre

The hours of work will vary depending on the season and whether the arenas are in full operations with programs. These two schedules will be referred to as Ice In and Ice Out schedules.

Ice In

The hours of work are based on a twelve (12) hour day rotating on a four (4) days on and four days (4) off schedule. They will rotate with two (2) day shifts followed by two (2) evening shifts.

- (a) Day shift will commence at six (6) am and end at six (6) pm
- (b) Evening shift will commence at six (6) pm and end at six (6) am

Employees shall be entitled to 2-20 minute rest periods and shall be taken at a place and time most convenient to the job, subject to the discretion of the Superintendent.

It is understood that the move to twelve hour shifts will not cause any overtime or increases in any benefits, vacation entitlement, sick time or any other clauses that is defined as a eight hour work day.

Ice Out

The hours of work are based on two (2) eight hour shifts Monday to Friday inclusive. This is subject to change as a result of special events in the facility.

- (a) Day shifts will commence at eight (8) am and end at five (5) pm with a one hour unpaid lunch break
- (b) Evening shift will commence at five (5) pm and end at one (1) am.

13.05 Public Works Mechanics

The mechanics will do the morning circle checks of the Public Works vehicles, on a rotating schedule, without creating any additional overtime. From approximately November 1st to March 30th annually, this rotating schedule will include the three (3) mechanics.

When a third mechanic returns to the Parks facility for summer operations the schedule will revert back to the two (2) mechanics.

| | Monday | Tuesday | Wednesday | Thursday | Friday | |
|--------|---------------|----------------|------------------|-----------------|---------------|--------|
| Week 1 | 10 hours | 10 hours | 10 hours | 10 hours | Off | Pos. 1 |
| | 8 hours | 8 hours | 8 hours | 8 hours | 10 hours* | Pos. 2 |
| | 8 hours | 8 hours | 8 hours | 8 hours | 8 hours | Pos. 3 |
| Week 2 | 8 hours | 8 hours | 8 hours | 8 hours | 8 hours | Pos. 1 |
| | 10 hours | 10 hours | 10 hours | 10 hours | Off | Pos. 2 |
| | 8 hours | 8 hours | 8 hours | 8 hours | 10 hours* | Pos. 3 |
| Week 3 | 8 hours | 8 hours | 8 hours | 8 hours | 10 hours* | Pos. 1 |
| | 8 hours | 8 hours | 8 hours | 8 hours | 8 hours | Pos. 2 |
| | 10 hours | 10 hours | 10 hours | 10 hours | Off | Pos. 3 |

*Position will accumulate two (2) hours banked time.

The scheduled ten (10) hour days are at straight time rates. There will be no shift differential paid for any of these hours. This rotation will be on regular three (3) week rotation. Banked time is accumulated at straight time rates not time and one half (1½). Banked time will be used to make up a total of eighty (80) hours in a pay period. Banked time will not accumulate past eight (8) hours whereupon it will be used.

13.06 Children's Complex Employees

The hours of work for regular full-time employees shall consist of 37.5 hours per week based on an 8 hour day inclusive of ½ hour unpaid lunch, Monday to Friday for the Day Care Centre and Monday to Friday for the Best Start Hub. The work day for the Day Care Centre shall commence at 7:30 am and finish at 6:00 pm and for the Best Start Hub, the work day will commence at 7:30 am and finish at 6:00 pm with the exception of special occasion programming.

The staff shift schedule of the hours of work and location will be posted three (3) weeks in advance of the start of the schedule.

Failure to provide one (1) week notice of change to a posted shift schedule shall result in payment of overtime for the changed hours worked on the shift schedule. No overtime payment will be made if the employer and employee mutually agree to a change in the posted shift schedule.

In an emergency, the starting time may be altered three (3) hours before or three (3) hours after the time specified on the original posted shift schedule. Overtime rates will be paid for these three (3) hours.

13.07 Other Employees

The Corporation agrees to consult with the Union and set forth a work schedule for all employees not having regular hours, but in no case shall the hours of work equal more than forty (40) hours per week.

Regular part-time employees shall be entitled to all conditions covered by this Agreement on a pro-rated basis unless this Agreement expressly provides otherwise.

13.08 Rest Periods

Employees shall be entitled to two (2) rest periods daily, limited to fifteen (15) minutes each and shall be taken at a place and time most convenient to the job and employment, subject to the discretion of the Manager or Superintendent in charge.

13.09 December 24th and December 31st

The hours of work on December 24th and December 31st shall be 8:30 a.m. to 12:00 noon for Clerical employees; 7:30 a.m. to 11:30 a.m. for Public Works and Parks Employees; 8:00 a.m. to 11:30 a.m. General Clerk Typist Public Works, and 7:30 a.m. to 12:00 noon for the Children's Complex subject to work in progress. Provided where December 24th and December 31st do not fall on a working day, the hours of work as hereinbefore set out shall apply to the last working day before said dates.

ARTICLE 14 - OVERTIME**14.01 Overtime Defined**

For regular full-time employees, all time worked before or after the regular workday shall be deemed to be overtime. Overtime shall be on a voluntary basis except where, in the opinion of Management, emergency circumstances occur.

For all employees other than regular full-time employees, all time worked in excess of eight (8) hours per day (or in excess of seven (7) hours per day for clerical or seven and a half hours (7½) per day for Day Care staff) or forty (40) hours per week (or in excess of thirty-five (35) hours per week for clerical or thirty seven and a half (37½) hours per week for Day Care staff) shall be deemed to be overtime. Overtime shall be on a voluntary basis except where, in the opinion of management, emergency circumstances occur.

14.02 Sharing of Overtime

Overtime shall be shared as fairly as possible among the employees who are willing and qualified to perform the work available. The Corporation shall supply the Union with a bi-weekly list of the number of hours of overtime worked by each employee.

14.03 Rate of Overtime

Overtime shall be paid at the rate of time and one-half for the first eight (8) hours of overtime and double time thereafter. There will be no pyramiding of overtime or other premiums under this Agreement.

All overtime worked over and above the regular work schedule as defined in Article 13 will be considered overtime. Overtime shall be paid at the rate of time and one half (1.5) for the first eight (8) hours and double time (2.0) thereafter.

Any employee who is required to work on a holiday (the actual stipulated day) shall be paid at the rate of double time his/her standard rate of pay for every hour worked in addition to his/her regular holiday pay.

14.04 Overtime Meal Allowance

Employees (excluding Children's Complex staff) required to work two (2) hours overtime immediately before or after any regular shift, as described in Article 13, shall be issued, through the payroll process, a twelve dollar (\$12.00) meal allowance and one additional twelve dollar (\$12.00) meal allowance for each subsequent four (4) hours.

It is recognized that the first four (4) hours of work performed on scheduled days off will be issued through the payroll process a twelve dollar (\$12) meal allowance and one additional meal allowance for each subsequent four (4) hours.

14.05 Minimum Call-back Time

When an employee is called back to report for overtime work, he/she shall be guaranteed a minimum payment of four (4) hours at the regular rate applicable, as per Schedule "A" or "B", or the actual time worked at the appropriate premium rate, whichever is the greater except when a call-in succeeds another call-in within two (2) hours of completion of an earlier call-in, in which case time worked shall be considered as continuous from the beginning of work on the earliest call-in. Employees shall be required to perform only such work as emergency conditions require or otherwise demand.

14.06 Time Off in Lieu of Overtime

An employee receiving overtime pay as per Clause 14.03 above shall have the option of receiving payment or taking time off in the calendar year that it was accrued in the following manner:

- a) Payment; or
- b) Time off in lieu of at time mutually agreed to; or
- c) Fifty percent (50%) of overtime taken as time off in lieu and the remaining overtime taken as payment;
- d) Maximum lieu-time off that may be accrued in one (1) calendar year shall not exceed eighty (80) hours except for overtime hours (in excess of eighty (80) hours) earned in December, which will not be used as lieu time in December but will be carried over into the following calendar year.
- e) This clause shall not apply to summer students;
- f) Arena Attendants will accrue overtime from September 1st to August 31st. The maximum lieu time that may accrue from September 1st to August 31st shall not exceed eighty (80) hours.

14.07 Interim Employees – Children’s Complex

An interim employee at the Children’s Complex who is called in to work will receive a minimum of two (2) hours pay for each call in.

ARTICLE 15 - SHIFT WORK**15.01 Shift Differential**

All employees required to work on a regular shift of prevailing hours of work other than the normal hours of work referred to in Article 13 shall be paid an additional fifty cents (\$.50) per hour of work performed. This shift premium shall not apply to work performed on an overtime basis.

ARTICLE 16 - SENIORITY**16.01 Vacancies**

The Corporation recognizes the responsibility to an employee who has a long service record. In filling vacancies of the applicants who are considered capable of meeting the requirements of this position, the senior qualified employee shall be selected. Seniority shall operate on a Departmental basis. The Departments shall be 1) Parks, 2) Public Works / Civic Centre, 3) Memorial Sports Centre , 4) Children’s Complex.

16.02 Seniority List

The Corporation shall maintain departmental seniority lists for the bargaining unit departments listed in Article 16.01. Each seniority list shall state:

- The employee’s position as of December 31 of the prior year
- The date upon which the employee’s service commenced in that department
- The employee’s accrued seniority as of the effective date of print

Where two or more employees share the same effective date of hire in a department, the order of seniority shall be in accordance with the date and time that their application was received, as indicated by their signed entry in the Master Bulletin System Book.

In January and July of each year, updated seniority lists shall be provided to the Union for review prior to being posted to the bulletin boards.

16.03 Probation Period

Newly hired regular full-time and seasonal employees shall be considered on probation for a period of three (3) months from date of hire. Newly hired regular full-time employees at the Children’s Complex shall be considered on probation for a period of eighteen (18) weeks from date of last hire.

Newly hired regular part-time clerical employees shall be considered on probation for a period of four hundred and fifty-five (455) hours service from the date of last hire (Public Works, Parks, Memorial Sports Centre, and Children's Complex Employees - five hundred and twenty (520) hours).

During the probationary period employees shall be entitled to all rights and privileges of this Agreement, except with respect to discharge. The employment of such employee may be terminated at any time during the probationary period without recourse to the Grievance Procedure. After completion of the probationary period, seniority shall be effective from the original date of hire.

16.04 Loss of Seniority

An employee shall lose his/her seniority standing for any of the following reasons:

- a) If the employee should voluntarily quit the employment of the Corporation;
- b) Dismissal for just cause which is not reversed by the Grievance Procedure;
- c) If the employee has been laid off and fails to return to work within ten (10) days after he/she has been mailed notification in writing by the Corporation.
- d) If an employee has been laid off for a period of more than eighteen (18) consecutive months;
- e) Employees, when called for military service or working at producing war materials, shall be reinstated without loss of seniority;
- f) An employee is absent from work for three consecutive days unless such absence was for a reason beyond the employee's control; or is absent from work without notifying the Corporation, unless such notice was not reasonably possible;
- g) An employee is absent from work for a period of more than 40 consecutive months while on WSIB benefits or Weekly Indemnity / Long-Term Disability Benefits (unless the Corporation and the Union agree on a shorter period).

16.05 Job Security

Should the Corporation decide to contract out any work now performed by employees coming within the bargaining unit, no such employee with at least five (5) years of permanent service with the Corporation, will be laid off or have his/her employment terminated by reason thereof.

However, the Corporation shall first notify the Union by letter of its intention to contract out such work and the Union may file written representations at a meeting with Council within fifteen (15) days from the date of mailing of the Corporation's letter to the Union.

ARTICLE 17 - PROMOTIONS AND STAFF CHANGES

17.01 Job Postings

Where a vacancy occurs within the bargaining unit, or a new bargaining unit position is created, the Corporation shall communicate notice of the vacant position for a minimum of seven (7) calendar days, during which time bargaining unit employees shall have equal access to job postings and the exclusive opportunity to apply for said positions from within. These notices shall be posted on the bulletin boards at:

- Civic Centre
- Public Works
- Water Treatment Plant
- Parks and Cemeteries
- Arena Attendant Office
- Children's Complex

Such notices shall contain the position title, department, wage rate, instructions, and contact information for the applicable supervisor; and shall be appended with a current job description which lists the required qualifications (including education and experience).

To be considered for such vacancies, applicants must sign and date the Master Bulletin System book at the Civic Centre Reception desk at the same time as submitting a written application form. An application form for internally posted bargaining unit positions does not need to be accompanied by a current resume, a cover letter, or references.

17.02 Role of Seniority

In all cases of vacancies, either through voluntary termination or discharge, or for promotion, both parties recognize that job opportunity should increase in proportion to length of service. Therefore, in making staff changes, transfers, or promotions, appointments shall be made of the applicant senior in service within the department and having the required qualifications. (Qualifications shall include but not be limited to demonstrated knowledge, experience, education, ability, skill, past performance).

If a posting originated in the Public Works / Civic Centre department, consideration will be given first to Public Works / Civic Centre and then to Parks and then to the other two departments (Memorial Sports Centre and Children's Complex). If the posting originated in the Parks department, consideration will be given first to Parks and then to Public Works / Civic Centre and then to the other two departments (Memorial Sports Centre and Children's Complex). If the posting originated in the Memorial Sports Centre or Children's Complex, consideration will be given first to Memorial Sports Centre or Children's Complex and then to all other departments.

If no one within the department has the required qualifications, then appointment shall be made of the applicant senior in service in the other departments, having the required qualifications. The successful applicant will be placed on trial for a period not to exceed ninety (90) days. If the applicant proves unsatisfactory in the position, or if the employee is not prepared to carry out the duties of the new job classification, he/she will be returned to his/her former position without loss of seniority and any other employee promoted or transferred because of the re-arrangement of position, shall be returned to his/her former position without loss of seniority.

If the applicant does not wish to accept the position, or the applicant is unsuccessful, either party shall be advised at least five (5) working days before the expiration of the trial period.

17.03 Temporary Vacancies

When a temporary vacancy occurs of an expected duration not exceeding six (6) months and the Corporation decides to fill such temporary vacancy, preference will be given according to seniority within the department first and then according to seniority within the other departments provided the senior employee has the required skills / ability, and qualifications for such temporary position.

When a temporary job vacancy which is expected to exceed six (6) months duration occurs in other than the lowest classification in a Department because of the absence of the regular employee due to sickness, compensable accident or authorized leave of absence, such vacancy will be posted in accordance with clause 17.01.

Applications will be considered in accordance with clause 17.02 before the vacancy is filled. Upon the return to work of the regular employee, the employee who was selected to fill the temporary vacancy will return to his/her former regular job and rate.

17.04 No Outside Advertising

The Corporation shall not initiate any recruitment activity outside of the bargaining unit for such positions until the job postings requirement of Article 17 have been fulfilled.

17.05 Job Training

The Corporation will make reasonable effort to inaugurate and maintain a system of "on-the-job" training so that every employee may have the opportunity of receiving training and qualifying for promotion in the event of a vacancy arising, to the position next senior to his/her own. Accordingly, senior employees may be allowed regular opportunities to learn the work of such positions during the regular working hours by arranging with interested employees to exchange positions for temporary periods, without affecting the rate of the employees concerned, providing arrangements have been approved by the Superintendent or Manager.

Optional training, outside of regular working hours, at the discretion of the Supervisor is encouraged. The Corporation will pay registration fees and expenses as per the Travel Policy. However, wages will not be paid for this time.

The Corporation agrees to make a reasonable good faith effort to facilitate and enable employees to take and attend 'ticketed training courses as it relates to the Attendant with Ticket Classification in the wage schedule.

Employees taking such courses agree to make a reasonable and good faith effort to pass these courses.

17.06 Vacating Bulletined Classification After Probationary Period

If an employee wishes to voluntarily vacate a bulletined classification after having completed the probationary period, he/she shall so notify the Corporation, in writing, giving sixty (60) calendar days notice. Such employee shall retain his/her seniority but shall revert back to the highest open classification available, at the applicable rate of pay for such classification, without displacing any employee in an existing classification.

17.07 Successful Applicant Postings

Within seven (7) calendar days of the date of appointment to a vacant position the name of the successful applicant shall be posted on the bulletin boards at the Civic Centre, Public Works, Parks and Cemeteries, the Water Treatment Plant, the Arena Attendant Office, and at the Children's Complex. The Union shall be notified of all appointments, hiring, lay-offs, transfers, recalls and terminations of employment on a monthly basis on or about the 7th day of each month.

17.08 Preference for Seasonal Employees

The Corporation agrees that if a seasonal employee applies for a permanent position, the seasonal employee who in the opinion of the Corporation has the required qualifications including but not limited to demonstrated knowledge, experience, education, ability, skill and past performance shall be given preference over outside applicants.

17.09 Preference for Interim Replacement Employees

The Corporation agrees that if an Interim Replacement Employee applies for a permanent position, the Interim Replacement Employee who in the opinion of the Corporation has the required qualifications including but not limited to demonstrated knowledge, experience, education, ability, skill, and past performance shall be given preference over outside applicants.

ARTICLE 18 - LAYOFFS AND RECALLS**18.01 Layoffs**

Both parties recognize that job security should increase in proportion to length of service. Therefore in the event of a lay off within a department, employees in the department will be laid off in the reverse order of their seniority provided the senior employee in the department has the qualifications and ability to perform the requirements of the job. Employees shall be recalled within their own department in order of their seniority provided the senior employee has the qualifications and ability to perform the requirements of the job.

No new employees will be hired until those laid off, who have the necessary qualifications to perform the work, have been given a Notice of Recall by registered mail to their last known address and have failed within ten (10) days of the mailing of such Notice of Recall to advise the Corporation that they are willing and available to return to work.

No employees from one department will be used to perform duties in the other department where it will cause a layoff of a regular employee or delay the seasonal recall or shorten the work period of seasonal employees.

18.02 Notice of Lay-off

The Corporation agrees to notify the Union as soon as possible of its intention to lay off any regular full-time and regular part-time employees and shall meet with the Union to discuss the layoffs.

The Corporation shall notify employees who are to be laid off in the following manner:

- a) notice for layoffs, for regular full time and regular part-time employees, greater than thirteen (13) weeks shall be in accordance with the Employment Standards Act and any amendments thereto.
- b) notice for planned layoffs, for regular full-time, regular part-time and seasonal employees greater than three (3) weeks but less than thirteen (13) weeks shall be no less than two (2) weeks prior to the layoff.
- c) notice of end of season lay off for seasonal employees shall be no less than five (5) days prior to the lay off and such notice shall be posted on the applicable bulletin boards.

ARTICLE 19 - SICK LEAVE PROVISIONS**19.01 Cumulative Sick Leave****a) Regular Full-time Employees**

A regular full time employee shall accumulate cumulative sick leave benefits at the rate of one half (1/2) day per month of work to an absolute maximum limit of six (6) days and shall be permitted to carry the unused portion of sick leave from year to year to an absolute limit of six (6) days.

Sick time shall be accumulated only while an employee is actually at work.

Sick leave days may be used by regular full time employees participating in the WI/LTD plan to offset the waiting period(s) under such insured plans.

Sick leave days may only be used when an employee is unable to attend work due to sickness or injury. Any unused sick leave days have no other use or value whatsoever and shall therefore terminate on the retirement, resignation, termination or death of the employee.

An employee may request a copy of their sick leave accumulation from either their supervisor or the Human Resources Manager.

b) Regular Part-time Employees

A regular part-time employee shall accumulate cumulative sick leave benefits at the rate of one-half (1/2) day per month and shall be permitted to carry the unused portion of sick leave year to year to a maximum limit of twenty (20) days.

A regular part-time employee who is hired in a full-time position will be able to transfer their sick leave credits to a maximum limit of six (6) days.

c) Seasonal Employees

A seasonal employee shall accumulate cumulative sick leave benefits at the rate of one 1/2 day per month of work during his/her seasonal employment and shall be permitted to carry the unused portion of sick leave from year to year to an absolute limit of nine (9) weeks (45 days).

Sick leave days may be used by seasonal employees when an employee is unable to attend work due to sickness or injury and shall be paid at the rate of one hundred per cent (100%) of actual wages for first three days of illness or injury and seventy per cent (70%) of actual wage on the fourth and subsequent days off work. Sick leave payment will continue until end of work season only.

A seasonal employee who is hired in a full-time position will be able to transfer their sick leave credits to a maximum limit of six (6) days.

19.02 Proof of Illness

A medical certificate will not be required for the first three (3) days of absence related to any one illness, unless requested by the Superintendent or Division Manager; in which case the employee shall provide such certificate or shall forfeit any sick leave benefits.

In any event, a certificate from a duly qualified medical practitioner shall be required after three (3) consecutive days of absence due to any one illness. The cost for such medical certificate will be reimbursed by the Employer.

19.03 Employees to Notify Corporation

In case any employee is unavoidably kept from work due to illness, he/she will not be discriminated against.

Any employee absent from work due to illness must advise his/her immediate Superintendent or Division Manager, prior to the commencement of their scheduled shift.

At the Children's Complex, any employee detained from work on account of illness must, prior to normal commencement time of work (the opening shift and school age teacher shift must be one (1) hour prior to opening, for the second shift, it must be no later than 7:00 am and for all other shifts prior to 7:30 am) advise a Supervisor.

19.04 New Employees

New employees shall not be entitled to any sick leave until after having completed three (3) months of continuous employment. Sick leave credits shall be retroactive to the first day of employment.

19.05 Communicable Diseases

If an employee at the Children's Complex (including interim replacement employees) are sent home due to contracting children's communicable diseases ie) pink eye, lice, impetigo, measles, chicken pox, during working hours, they will be paid for the balance of the shift.

19.06 Weekly Indemnity Insurance/Long Term Disability Insurance Coverage

The Corporation shall contribute one hundred per cent (100%) of the insurance premiums towards a short term disability insurance plan and a long term disability insurance plan on behalf of regular full-time employees subject to the terms and conditions of such insured plans which contains the following:

- a) Weekly Indemnity Insurance Coverage of: 1st day hospital; 1st day accident; 4th working day of sickness; 70% weekly earnings - maximum of \$800.00; 17 week duration of 120 days; and
- b) Long Term Disability Insurance Coverage of: starts 121st day; 70% earnings-maximum \$2,500 monthly; 2 year own occupation; primary C.P.P. carve out only - payable to age 65 or earlier recovery.

The Corporation reserves the right to change the carrier of such disability plans provided that the level of insured benefit coverage is not decreased. Notice of such change of carrier will be communicated to the Union prior to the change.

If a weekly indemnity insurance claim is disputed, under investigation or otherwise delayed by more than fourteen (14) days an employee may elect to receive monies from the Corporation, not to exceed the insurable amount that the employee would be entitled to under the weekly indemnity plan. The employee must sign a waiver promising reimbursement to the Corporation once the dispute or investigation is concluded or monies received.

Eligibility is at the discretion of the insurer, and therefore, issues involving determination of eligibility shall not be subject of the grievance procedure. It is also acknowledged that the payment of such benefits during a dispute with the insurer is not deemed to be an acknowledgement of entitlement or eligibility.

ARTICLE 20 - EMPLOYEE BENEFITS**20.01 Medical and Hospital Insurance**

The Corporation shall contribute one hundred per cent (100%) of the insurance premiums towards the following plans subject to the terms and conditions of such insured plans.

- a) Basic Liberty Health Dental Plan No. 9 plus Riders 1 and 3.
 - (i) Current Year ODA Schedule
 - (ii) Dental recalls shall be every nine (9) months.

- b) Liberty Health Extended Health Care Plan (10-20 Plan including generic drugs).
 - (i) Generic drugs if available
 - (ii) Fertility drugs shall not be covered.
- c) Vision Care of two hundred and twenty-five dollars (\$225.00) with one (1) eye exam every twenty-four (24) months per employee and dependent. One hundred and fifty dollars (\$150.00) every twelve (12) months under age eighteen (18).

The above provisions in 20.01 apply to regular full-time employees and to regular part-time employees on a pro-rated basis and also to seasonal employees, but only for those month(s) a seasonal employee works in his/her first year of employment as a seasonal employee and also for those months the seasonal employee works in any subsequent year(s) immediately following the previous year of seasonal employment. Benefits shown in Clause 20.01 above shall be available to dependants up to age twenty-five (25) if attending a post secondary institution.

The Corporation's obligation to contribute premiums to the insured plans in 20.01 and to the Group Life and AD&D Insurance Plan in 20.03 ceases when the employee:

- a) is absent due to sickness for a period of six (6) months following expiration of sick leave benefits (where applicable);
- b) is on unpaid absence from work exceeding thirty (30) days and/or leave of absence without pay exceeding thirty (30) days subject to the terms and conditions of such plans.

20.02 Workplace Safety and Insurance Board

It is agreed that all benefits be continued while the employee is absent from work and receiving Workplace Safety and Insurance Act disability payments for a period not exceeding twenty-four (24) months.

20.03 Group Life Insurance

The Corporation agrees to contribute for regular full-time employees and regular part-time employees on a pro-rated basis one hundred percent (100%) of the insurance premium towards a Life Insurance and AD & D Insurance Plan for life insurance coverage of \$80,000.00 and spouse \$5,000.00 and each child \$2,500.00 (14 days to age 21) (25 if in University or College). Optional additional coverage if available at employee cost.

20.04 Change of Carrier

The Corporation reserves the right to change the carrier of any of the benefit plans provided that the level of benefit coverage is not decreased. Notice of change of carriers will be communicated to the Union prior to change. In the event an employee encounters a coverage problem due to a carrier change they shall immediately contact the Corporation or agent of record, for immediate investigation and appropriate resolution.

20.05 Employee Assistance Program (E.A.P.)

The parties believe that the health and well being of all employees is vital to the success of the organization and also recognizes that a duty to accommodate and an obligation to cooperate exists on both the part of the Employer, the employee and the Union. This cooperation may exist in the form of self-referrals and assisted referrals. Therefore, the Employer will work closely with the Union and any employee in providing an Employee Assistance Program (EAP). It is understood that the plan will be provided through Riverside Community Counselling Services in its current form.

The Employer further agrees to provide all employees with a copy of the Employee Assistance Program and how they can access the services of the plan.

The Employer and Union agree that all referrals and usage of the Plan's services will be confidential and that the parties will only learn how many employees used the services, not which services were used by whom.

The Employer agrees that an employee who requires time away from work to access this program can use sick time, if available.

ARTICLE 21 - HOLIDAYS

21.01 Paid Holidays

All regular full-time employees shall have the following holidays off with pay at regular rate of pay:

- | | |
|-------------------|---------------------|
| 1. New Year's Day | 6. Labour Day |
| 2. Good Friday | 7. Thanksgiving Day |
| 3. Victoria Day | 8. Christmas Day |
| 4. Canada Day | 9. Boxing Day |
| 5. Civic Holiday | 10. Remembrance Day |
| 11. Family Day | |

12. Two (2) floating holidays (for new employees only, the floating holidays will be prorated at date of hire. The employee will then receive two (2) floating holidays the following January).

13. Any day proclaimed by the Federal Government as a National Holiday.

21.02 Absence Without Permission

An employee shall not be entitled to be paid for any of the above holidays if he/she is absent without permission in the scheduled working day immediately preceding and/or succeeding the holiday. When an employee is off on sick leave he/she will receive statutory holiday pay with no reduction of sick leave credits. There will be no pyramiding while off on WI/LTD/WSIB.

21.03 Seasonal Employee Paid Holidays

A seasonal employee shall, if he/she meets the condition set out in Clause 21.02, be entitled to any holiday(s) which occurs during the period of his/her seasonal employment and after (4) months of seasonal employment have entitlement of up to 2 floating holidays, calculated on a pro-rata basis.

21.04 Holidays Falling on Saturday or Sunday

If any paid statutory holiday falls on a Saturday or Sunday, the following Monday and/or Tuesday shall be the day granted in lieu of the statutory holiday.

21.05 Holidays falling during Leave of Absence

An employee shall not be entitled to be paid for any of the above holidays or receive an extra day off in lieu thereof while on leave of absence.

ARTICLE 22 - VACATIONS**22.01 Length of Vacations**

a) Vacations with pay for regular full-time employees employed shall be as follows:

| | |
|---|---------------------|
| January 1 st after 1 year of service, but less than 3 years of service | 2 weeks |
| After 3 years, but less than 10 years of service | 3 weeks |
| After 10 years, but less than 17 years of service | 4 weeks |
| After 17 years, but less than 24 years of service | 5 weeks |
| After 24 years of service | 6 weeks plus 1 day |
| After 25 years of service | 6 weeks plus 2 days |
| After 26 years of service | 6 weeks plus 3 days |
| After 27 years of service | 6 weeks plus 4 days |
| After 28 years of service | 7 weeks |

b) When an employee is absent from work on any leave of absence without pay or any unpaid absence (excluding pregnancy and parental leave as defined under Section 35 and 38 of the Employment Standards Act) in excess of ninety (90) working days, the employee's vacation and vacation pay will be pro-rated in accordance with the amount of such absence in excess of ninety (90) working days.

c) Part-time employees will receive pro-rated vacation time.

d) Effective July 20, 2010, with the exception of Interim employees, vacation entitlement shall be calculated from the employee's original date of hire (part-time or seasonal) on a pro-rated basis for the time prior to becoming a regular full-time employee.

Effective in the 2011 vacation year, full-time employees hired prior to ratification will be granted a maximum of five (5) years service credited towards vacation entitlement.

22.02 Temporary and Seasonal Employees

Temporary and seasonal employees shall receive four per cent (4%) of the total wages earned by the employees during the year as vacation pay.

22.03 Holidays falling within Vacation Period

If a declared holiday, as stated in Article 21.01, falls or is observed during an employee's vacation period, he/she shall be granted an additional day vacation for each such holiday, at a time mutually agreeable.

22.04 Vacation Schedules

- a) Vacations shall be scheduled in accordance with seniority on requests made prior to April 1st in any year. Vacation schedules shall be posted on the bulletin board no later than April 15th.
- b) After April 1st vacations shall be granted on a "first come first served" basis upon written request. Such individual vacation requests that are granted will be posted on the bulletin board within fourteen (14) days after such request was submitted to the Superintendent. The employees will be notified within fourteen (14) days if the request is denied. Non-emergency requested leaves of absence will not be approved until the vacation schedule is finalized.
- c) Approved vacations shall not be changed without the consent of the employee.
- d) Vacations will be scheduled in one (1) week blocks. Up to two (2) weeks of any vacation entitlement in excess of two (2) weeks, may be taken as individual days.
- e) Vacation time earned up to December 31st of the first year of employment shall be pro-rated and vacation pay shall be four per cent (4%) of total wages earned up to December 31st in such first year of employment. Such pro-rated vacation time earned shall be taken between January 1st and December 31st of the calendar year immediately following the calendar year of hire.
- f) Thereafter, vacations shall be earned on a calendar year basis and must be taken between January 1st and December 31st of the following calendar year.
- g) Any employee who completes his/her third (3rd), tenth (10th), seventeenth (17th) or twenty-fourth (24th) years of service during the calendar year shall become eligible for one (1) additional week of vacation to be taken during that calendar year.
- h) In the event an employee becomes ill or injured during his/her vacation period and is hospitalized as a result of such illness or injury and presents to the Corporation confirmation of such hospitalization satisfactory to the Corporation, Article 19.04 will apply, in which case the period of hospitalization will be re-scheduled as a vacation period at a later date mutually agreeable to the Corporation and the employee.
- i) Where a relative designated as immediate family under Article 23.02 dies during an employee's vacation period, Article 23.02 shall apply and the period of vacation so displaced shall, at the discretion of the supervisor, be added to the end of the said vacation period or deferred to a later mutually agreeable time.

- j) Any employee at the Children's Complex who is receiving in excess of three (3) weeks' vacation is entitled to receive one (1) additional week vacation in periods of one (1) or more full days at a time mutually agreed upon.

ARTICLE 23 - LEAVE OF ABSENCE

23.01 Time off for Voting

Employees shall, on election days, be allowed time off for voting in accordance with the Civic, Ontario and Dominion Acts, and no deductions shall be made from their pay on that account. The time for voting shall be arranged between the Superintendent or Division Manager and the employees. Employees at the Children's Complex requiring the time off for voting must request the time off two days in advance so interim employees can be called in to replace the employee to maintain child/staff ratios.

23.02 Bereavement Leave

All employees will be allowed five (5) days off with pay in the event of bereavement in his/her immediate family resulting in the loss of a husband, wife, common-law spouse, father, mother, step-father, step-mother, sister, brother, son, daughter, or step-children, common law children.

All employees will be allowed three (3) days off with pay in the event of bereavement in his/her family resulting in the loss of a grandparent, grandchildren, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, spouses grandparents, common law in-laws, common-law grandparents and ex-spouse for care of children under 13 years of age.

An employee who attends the funeral of such deceased person will be allowed an additional two (2) days for travel time, if the funeral takes place at a location in excess of 200 kilometres from Fort Frances.

One day off with pay shall be granted to an employee who is an active or honorary pallbearer.

23.03 Leave of Absence - General

- a) Reasonable leave of absence, without pay, at the discretion of the Corporation, may be granted any employee. An employee taking employment for wages or salaries during his/her leave of absence will forfeit his/her standing on the seniority list, unless permission has been given the employee on mutual agreement between the employee, the Corporation and the Union.
- b) Any service however, on behalf of his/her fellow employees, shall not be considered as covered by the word 'employment' as used herein, and upon his/her return to the service, such employee shall be entitled to his or her former position on the seniority list.
- c) Employees requesting leave of absence on Union business are to be given preference.
- d) It is understood that at no time leave of absence will be granted for a period exceeding thirty (30) days except in the case of extenuating circumstances. Non emergency leave

of absence will not be granted until the vacation schedule is finalized.

- e) At the Children's Complex, It is understood that no leave of absence will be granted or continued if their resulting in child/staff ratio is such, so as to force reduced enrolment or programs.

23.04 Paid Jury or Court Witness Duty

The Corporation shall grant leave of absence without loss of seniority benefits to an employee who serves as a juror. The Corporation shall pay such an employee the difference between his/her regular earnings and the payment he/she receives for jury service, excluding payment for travelling, meals or other expenses. The employee will present proof of service and the amount of pay received. Time spent by an employee required to serve on behalf of the Town in any matter arising out of his/her employment shall be considered as time worked at the appropriate rate of pay.

23.05 Leave for Management Position

The Employer and the Union hereby agree that any employee selected for a management position will be granted a leave or leaves of absence totalling no more than six (6) months in any one (1) calendar year with full return rights to the bargaining unit. The employee shall not lose seniority or benefit rights but shall not accumulate seniority during the period the employee is on leave. It is agreed said employee will be required to pay his/her union dues for this period of time.

23.06 Pregnancy / Parental / Adoption Leave of Absence

Leave under this Article will be as per Employment Standards Act.

23.07 Compassionate Leave

Up to three (3) days per calendar year may be granted by the Corporation to any employee to attend to the illness or injury of an immediate family member. Immediate family member includes spouse, son, daughter, mother and father. Calculations shall be done on an hourly basis and deductions shall be made from the accumulated sick leave credits.

ARTICLE 24 - PAYMENT OF WAGES AND ALLOWANCES

24.01 Rates of Pay

The rates of pay for each position within the Corporation covered by this Collective Agreement shall be as set out in the attached wage schedules.

24.02 Pay Days

All employees shall be paid every second Friday, twenty-six (26) pay periods per year.

24.03 Payroll Deposit

All employees payroll cheques shall be directly deposited into their bank accounts.

24.04 Temporary Changes in Position

All employees, other than office employees, shall be required to undergo an initial qualifying period of fifteen (15) days upon taking over the duties of a higher paid position and shall then receive the increased pay allowance.

Office employees, upon taking over the duties of a higher paid position, must perform such duties for a minimum period of ten (10) days and shall then receive the increased pay allowance.

Previous days worked at the higher paid position will be applied towards the qualifying period.

24.05 Bonus Upon Retirement

This clause only applies to regular full time employees:

Years of Service:

| | |
|---------|---------|
| 10 - 14 | \$1,000 |
| 15 - 19 | \$1,500 |
| 20 - 24 | \$2,000 |
| 25 - 29 | \$2,500 |
| 30 - 34 | \$3,000 |
| Over 35 | \$3,500 |

24.06 Excessive Deterioration of Clothing

The Corporation will make available suitable coveralls to protect clothing, also rain suits, mitts, gloves, rubber boots, hard hats and liners, steel toe insulated rubber boots and insulated coveralls. Uniforms will be provided for Arena Attendants. The above articles to be issued at the discretion of the Superintendent or Division Manager.

A raincoat will be provided for use at the Children's Complex, in the event a worker needs to go outside while it is raining.

24.07 Safety Footwear Allowance

Union members who are required to wear safety footwear on the job shall receive one hundred and eighty dollars (\$180.00) for regular full-time employees and one hundred and twenty dollars (\$120.00) for seasonal and part-time employees per year for safety footwear providing paid invoices are presented for payment to the Town.

24.08 Tool Allowance

Mechanics shall receive three hundred dollars (\$300.00) for tool allowance per year providing tools are for employment and receipts are submitted.

24.09 Mileage Allowance

The Meter-Reader shall be provided with a Town of Fort Frances vehicle for his/her work related use.

24.10 Safety Glasses

The Corporation will pay for prescription safety glasses for employees who are required to wear them on the job, up to a maximum of \$400.00 per 24 month period.

24.11 Professional Fees

- a) Where legislation or the employer requires membership to professional associations, the Corporation agrees to pay 100% of the associated fees.
- b) All costs of Criminal background checks required by the employer shall be paid for by the employer.

ARTICLE 25 - HEALTH AND SAFETY**25.01 Accident Prevention**

The Corporation shall observe all reasonable precautions and provide all safety devices on appliances that may reasonably be required for ample protection of workers. All employees are required to co-operate with the Corporation and to follow the Corporation's Health and Safety Policy and achieve the prevention of accidents and will, from time to time, as occasion requires, make such representations to the Council as may be considered necessary to prevent any accidents.

25.02 All Accidents to be Reported

Employees shall immediately report all accidents to their Superintendent or Manager. Employees who are involved in an accident which may be the subject of a Workplace Safety and Insurance Board claim shall immediately report to the Superintendent or Manager and the Human Resources Manager.

ARTICLE 26 - VEHICLES DRIVERS-TESTS**26.01 Vehicles Drivers-Tests**

Under Government regulation, each vehicle operator and driver must be re-tested for a classified license to operate a vehicle. Should any vehicle operator or driver fail to pass the test for the type of vehicle normally operated, such operator or driver shall not remain in that position without the proper classified license but shall drop back to the next lower position or classification for which they are qualified and for which a proper classification of operator's license can be obtained by such operator or driver.

ARTICLE 27 – GENERAL**27.01 Deportment**

It is agreed that persons in authority when addressing employees, shall refrain from using abusive or obscene language, and no employee shall use abusive or obscene language to authorized personnel having supervisory authority. Employees shall, during working hours,

be courteous to the public. Employees shall not, during working hours, discuss policy or give opinions relative to the work in progress that may be prejudicial to the good and order of the Town.

27.02 Apprenticeship Program

1.
 - a) An applicant must be at least eighteen years old;
 - b) An applicant must have a secondary school diploma (Grade XII) or equivalent;
 - c) Preference will be given to present employees who qualify;
 - d) Prior to commencing the trade apprenticeship, the successful applicant will be thoroughly familiarized as to terms of apprenticeship; he will then be required to sign on to the apprenticeship training program.
2. The technical training of an Apprentice shall be provided through attendance at Government Trade Schools. The number of hours of technical training shall be determined by the Apprenticeship and Tradesmen Qualifications Act 1964.
3. The Corporation shall provide appropriate correspondence courses for the trade. The Apprentice shall bear the cost of such courses but will be completely reimbursed when such courses are successfully completed.
4. An Apprentice will be allowed four consecutive hours per week at straight-time pay to study during his normal workweek.
5. The Corporation will pay for books and materials for each Apprentice attending Trade School. The Apprentice will be paid forty (40) times his regular hourly rate for each week he attends Trade School, plus an allowance of \$50.00 per week. The Corporation agrees to further discussions on apprenticeship allowance while at school away from home following date of ratification of the Memorandum of Agreement.
6. Tools are essential for Tradesmen. Each Apprentice shall provide himself with a proper set of tools, according to his Trade, by the end of his apprenticeship.
7. An Apprentice will rotate through the various trades prior to and between each session at trade school.
8. When a labourer is selected as an Apprentice and has an hourly rate in excess of the apprenticeship rate, the newly selected Apprentice shall stay at the higher rate until the apprenticeship rate catches up.
9. When a special job comes up, an Apprentice or, where practical, Apprentices in the trade concerned, will be given an opportunity to work on the job.
10. The Corporation will supply a signed Certificate of Apprenticeship upon successful completion of the apprenticeship.

11. The parties to this Agreement recognize the Apprenticeship and Tradesmen Qualifications Act 1964, as it applies to employees covered by this Labour Agreement.
12. Apprentices shall receive wages as follows:

| | |
|----------|-----------------------|
| 1st Year | - 75% Mechanic's Rate |
| 2nd Year | - 80% Mechanic's Rate |
| 3rd Year | - 85% Mechanic's Rate |
| 4th Year | - 95% Mechanic's Rate |

27.03 Singular or Masculine Terms

Whenever the singular or masculine is used in this agreement, it shall be considered as if the plural or feminine has been used where the context so requires.

27.04 Bulletin Board

The Corporation will provide a bulletin board in a non-public location for the use of the Union.

ARTICLE 28 - TECHNOLOGICAL CHANGE

28.01 Technological Change

Recognizing the need for introducing from time to time technological change(s) and/or automation, and having concern for the impact of such change(s) on its employees, the Corporation undertakes to advise and discuss with the Union, as far in advance as possible and in any case, not less than sixty (60) days before the introduction thereof, technological change(s) and/or automation which the Corporation decides to introduce. The Corporation will consider and discuss with the Union ways and means, including re-training, of lessening the impact such technological change(s) and/or automation may have on employees.

ARTICLE 29 - TERM OF AGREEMENT

29.01 Effective Date

This Agreement shall be effective as from January 1, 2016 and shall continue in full force and effect until December 31, 2018 and it shall be deemed to continue in force and effect from year to year, and shall be reopened for discussion or amendment only on notice to the proper official of the other party (the Clerk of the Corporation and the Secretary of the Union) within ninety (90) days of the expiration date.

DATED this _____ day of _____, 2016

Signed on behalf of

Signed on behalf of

THE CORPORATION OF THE TOWN OF
FORT FRANCES

CANADIAN UNION OF PUBLIC
EMPLOYEES AND ITS LOCAL 65

/lh
cope 491

SCHEDULE “A” – WAGE SCHEDULE

| PARKS AND CEMETERIES AND PUBLIC WORKS | | | | |
|--|-----------------------------------|--|--|--|
| POSITION | EFFECTIVE Jan. 1, 2015 | EFFECTIVE Jan. 1, 2016 1.5% | EFFECTIVE Jan. 1, 2017 1.5% | EFFECTIVE Jan. 1, 2018 1.5% |
| Head Mechanic | \$30.95 | \$31.41 | \$31.89 | \$32.36 |
| GIS Expert | \$29.59 | \$30.03 | \$30.48 | \$30.94 |
| Engineering Technologist | \$29.59 | \$30.03 | \$30.48 | \$30.94 |
| Mechanic | \$28.20 | \$28.62 | \$29.05 | \$29.49 |
| Parks Working Foreman | \$28.20 | \$28.62 | \$29.05 | \$29.49 |
| Storeskeeper | \$27.82 | \$28.24 | \$28.66 | \$29.09 |
| Public Works Working Foreman | \$27.63 | \$28.04 | \$28.47 | \$28.89 |
| Public Works Leadhand | \$26.58 | \$26.98 | \$27.38 | \$27.79 |
| Survey Technician | \$26.56 | \$26.96 | \$27.36 | \$27.77 |
| Parks Leadhand | \$25.71 | \$26.10 | \$26.49 | \$26.88 |
| Playground Inspector | \$25.64 | \$26.02 | \$26.41 | \$26.81 |
| Class I Equipment Operator | \$25.48 | \$25.86 | \$26.25 | \$26.64 |
| Class II Equipment Operator | \$25.08 | \$25.46 | \$25.84 | \$26.23 |
| Truck Driver | \$24.53 | \$24.90 | \$25.27 | \$25.65 |
| Labourer - Parks | \$24.16 | \$24.52 | \$24.89 | \$25.26 |
| Labourer – Public Works | \$23.95 | \$24.31 | \$24.67 | \$25.04 |
| Student Labourer | \$16.00 | \$16.24 | \$16.48 | \$16.73 |

| WATER WORKS | | | | |
|--|-----------------------------------|--|--|--|
| Water Distribution and Wastewater Collection System | | | | |
| POSITION | EFFECTIVE Jan. 1, 2015 | EFFECTIVE Jan. 1, 2016 1.5% | EFFECTIVE Jan. 1, 2017 1.5% | EFFECTIVE Jan. 1, 2018 1.5% |
| Overall Responsible Operator | \$28.42 | \$28.85 | \$29.28 | \$29.72 |
| Operator in Charge | \$27.80 | \$28.22 | \$28.64 | \$29.07 |
| Class II Operator | \$27.14 | \$27.55 | \$27.96 | \$28.38 |
| Class I Operator | \$25.22 | \$25.60 | \$25.98 | \$26.37 |
| Operator in Training | \$24.57 | \$24.94 | \$25.31 | \$25.69 |

SCHEDULE "A" – WAGE SCHEDULE

| WATER WORKS | | | | |
|-------------------------------|-----------------------------------|--|--|--|
| Water Treatment System | | | | |
| POSITION | EFFECTIVE Jan. 1, 2015 | EFFECTIVE Jan. 1, 2016 1.5% | EFFECTIVE Jan. 1, 2017 1.5% | EFFECTIVE Jan. 1, 2018 1.5% |
| Overall Responsible Operator | \$30.35 | \$30.81 | \$31.27 | \$31.74 |
| Operator in Charge | \$29.72 | \$30.17 | \$30.62 | \$31.08 |
| Class IV Operator | \$29.08 | \$29.52 | \$29.96 | \$30.41 |
| Class III Operator | \$27.80 | \$28.22 | \$28.64 | \$29.07 |
| Class II Operator | \$27.14 | \$27.55 | \$27.96 | \$28.38 |
| Class I Operator | \$25.22 | \$25.60 | \$25.98 | \$26.37 |
| Operator in Training | \$24.57 | \$24.94 | \$25.31 | \$25.69 |

| ARENA ATTENDANTS | | | | |
|---|-----------------------------------|--|--|--|
| POSITION | EFFECTIVE Jan. 1, 2015 | EFFECTIVE Jan. 1, 2016 1.5% | EFFECTIVE Jan. 1, 2017 1.5% | EFFECTIVE Jan. 1, 2018 1.5% |
| Caretaker | \$20.22 | \$20.52 | \$20.83 | \$21.14 |
| Facilities Attendant | \$23.95 | \$24.31 | \$24.67 | \$25.04 |
| Facilities Attendant with One Ticket | \$24.61 | \$24.98 | \$25.35 | \$25.73 |
| Facilities Attendant with Two Tickets | \$25.26 | \$25.64 | \$26.02 | \$26.41 |
| Facilities Attendant with Three Tickets | \$25.92 | \$26.31 | \$26.70 | \$27.10 |

Tickets include Ice Maintenance Technician Ticket, Pool Maintenance Certificate, or Class B Operator Ticket

| CHILDREN'S COMPLEX | | | | |
|--|--|--|--|--|
| POSITION | EFFECTIVE Jan. 1, 2015 2% | EFFECTIVE Jan. 1, 2016 1.5% | EFFECTIVE Jan. 1, 2017 1.5% | EFFECTIVE Jan. 1, 2018 1.5% |
| Resource Teacher | \$24.70 | \$25.07 | \$25.45 | \$25.83 |
| Qualified Day Care Teacher (Early Childhood Education Diploma) | \$24.70 | \$25.07 | \$25.45 | \$25.83 |
| Day Care Cook | \$23.75 | \$24.11 | \$24.47 | \$24.83 |
| Qualified Interim Replacement Staff (Early Childhood Education Diploma) | \$21.74 | \$22.07 | \$22.40 | \$22.73 |
| Best Start Hub Assistant | \$21.43 | \$21.75 | \$22.08 | \$22.41 |
| Unqualified Day Care Teacher | \$19.64 | \$19.93 | \$20.23 | \$20.54 |
| Unqualified Interim Replacement Staff | \$19.64 | \$19.93 | \$20.23 | \$20.54 |
| Interim Replacement Cook | \$19.64 | \$19.93 | \$20.23 | \$20.54 |

SCHEDULE "A" – WAGE SCHEDULE

| OFFICE WAGE SCHEDULE - EFFECTIVE JANUARY 1, 2015 | | | | | |
|--|----------------|-----------------|------------------|------------------|------------------|
| Position | Minimum | 6 Months | 12 Months | 24 Months | 36 Months |
| Tax Administrator | | | | | \$27.76 |
| Meter Reader | \$26.27 | \$26.47 | \$26.56 | \$26.93 | \$27.21 |
| Accounting Clerk III (Accounts Payable, Payroll, Head Cashier) | \$25.66 | \$25.78 | \$25.92 | \$26.26 | \$26.57 |
| Accounting Clerk II (Cashier, Public Works Clerk, Utility Clerk, Receptionist) | \$24.79 | \$24.92 | \$25.12 | \$25.42 | \$26.47 |
| Accounting Clerk I | | | | | \$24.90 |

| OFFICE WAGE SCHEDULE - EFFECTIVE JANUARY 1, 2015 – 2% | | | | | |
|--|----------------|-----------------|------------------|------------------|------------------|
| Position | Minimum | 6 Months | 12 Months | 24 Months | 36 Months |
| Tax Administrator | | | | | \$27.76 |
| Meter Reader | \$26.27 | \$26.47 | \$26.56 | \$26.93 | \$27.21 |
| Accounting Clerk III (Accounts Payable, Payroll, Head Cashier) | \$25.66 | \$25.78 | \$25.92 | \$26.26 | \$26.57 |
| Accounting Clerk II (Cashier, Public Works Clerk, Utility Clerk, Receptionist) | \$24.79 | \$24.92 | \$25.12 | \$25.42 | \$26.47 |
| Accounting Clerk I | | | | | \$24.90 |

| OFFICE WAGE SCHEDULE - EFFECTIVE JANUARY 1, 2016 – 1.5% | | | | | |
|--|----------------|-----------------|------------------|------------------|------------------|
| Position | Minimum | 6 Months | 12 Months | 24 Months | 36 Months |
| Tax Administrator | | | | | \$28.18 |
| Meter Reader | \$26.66 | \$26.87 | \$26.96 | \$27.33 | \$27.62 |
| Accounting Clerk III (Accounts Payable, Payroll, Head Cashier) | \$26.04 | \$26.17 | \$26.31 | \$26.65 | \$26.97 |
| Accounting Clerk II (Cashier, Public Works Clerk, Utility Clerk, Receptionist) | \$25.16 | \$25.29 | \$25.50 | \$25.80 | \$26.87 |
| Accounting Clerk I | | | | | \$25.27 |

| OFFICE WAGE SCHEDULE - EFFECTIVE JANUARY 1, 2017 – 1.5% | | | | | |
|--|----------------|-----------------|------------------|------------------|------------------|
| Position | Minimum | 6 Months | 12 Months | 24 Months | 36 Months |
| Tax Administrator | | | | | \$28.60 |
| Meter Reader | \$27.06 | \$27.27 | \$27.36 | \$27.74 | \$28.03 |
| Accounting Clerk III (Accounts Payable, Payroll, Head Cashier) | \$26.44 | \$26.56 | \$26.70 | \$27.05 | \$27.37 |
| Accounting Clerk II (Cashier, Public Works Clerk, Utility Clerk, Receptionist) | \$25.54 | \$25.67 | \$25.88 | \$26.19 | \$27.27 |
| Accounting Clerk I | | | | | \$25.65 |

| OFFICE WAGE SCHEDULE - EFFECTIVE JANUARY 1, 2018 – 1.5% | | | | | |
|--|---------|----------|-----------|-----------|-----------|
| Position | Minimum | 6 Months | 12 Months | 24 Months | 36 Months |
| Tax Administrator | | | | | \$29.03 |
| Meter Reader | \$27.47 | \$27.68 | \$27.77 | \$28.16 | \$28.45 |
| Accounting Clerk III (Accounts Payable, Payroll, Head Cashier) | \$26.83 | \$26.96 | \$27.10 | \$27.46 | \$27.78 |
| Accounting Clerk II (Cashier, Public Works Clerk, Utility Clerk, Receptionist) | \$25.92 | \$26.06 | \$26.27 | \$26.58 | \$27.68 |
| Accounting Clerk I | | | | | \$26.04 |

SCHEDULE "B" – CLASS 1 AND CLASS 2 OPERATOR

Any employee, upon being classified as a grader, dozer and backhoe operator, shall be classified as a Class II Operator for a period of two (2) years. During the initial two year period, the Class II Operator must be able to successfully complete the training requirements for each piece of equipment. At the end of the two year period and upon successful completion of the training requirements, a Class II Operator will move to the Class I Operator Classification.

There will be an evaluation of current Class II employees to determine their standing in the Class I progression. In addition, Class II Operators who operate a Class I machine shall be paid at the Class I rate.

| | |
|---|----------|
| Loader Backhoe | Class I |
| Excavator | Class I |
| Front End Loader | Class I |
| Grader | Class I |
| Tractor Mounted Brush Cutter | Class I |
| Sidewalk Blower | Class II |
| Sidewalk Plough | Class II |
| Street Sweeper | Class II |
| Compaction Rollers | Class II |
| Plough Truck | Class II |
| Combination High Pressure / Vacuum Unit | Class II |
| Sand Trucks | Class II |
| Diesel Tractor with Gang Mower | Class II |

LETTER OF UNDERSTANDING

BETWEEN

THE CORPORATION OF THE TOWN OF FORT FRANCES

(hereinafter referred to as the Employer)

- and -

CANADIAN UNION OF PUBLIC EMPLOYEES - LOCAL 65

(hereinafter referred to as the Union)

Re: Special Projects

The Employer will meet with the Union to discuss any special projects that may arise in order to review the staffing requirements.

The Parties agree that whenever possible, current qualified employees will be offered any available work prior to hiring Interim Replacement employees.

DATED this _____ day of _____, 2016

Signed on behalf of

**THE CORPORATION OF THE TOWN OF
FORT FRANCES**

Signed on behalf of

**CANADIAN UNION OF PUBLIC
EMPLOYEES AND ITS LOCAL 65**

LETTER OF UNDERSTANDING

BETWEEN

THE CORPORATION OF THE TOWN OF FORT FRANCES
(hereinafter referred to as the Employer)

- and -

CANADIAN UNION OF PUBLIC EMPLOYEES - LOCAL 65
(hereinafter referred to as the Union)

Re: Family Day

Without prejudice and without precedent, and in its sole and absolute discretion, the Employer will gratuitously recognize "Family Day" as an additional holiday off with pay. It is agreed that "Family Day" shall not be considered a holiday for purposes of Article 14.03, and specifically, paragraph No. 3 of Article 14.03 (as relates to working on a holiday) will **NOT** apply to this day. However, employees having regular scheduled work shifts on "Family Day" will be compensated as follows;

- 1) Water Treatment Plant Operators - will provide routine water testing and inspection services of the Water Treatment Plant and Water Tower in accordance with the Certificate of Approval (C of A) which usually takes 2 hours to complete and will be given 2 hours off at straight time.
- 2) Arena Attendants - Any employees scheduled to work will receive an additional day off with pay equal to the number of hours they worked on "Family Day".
- 3) Fort Frances Children's Complex - If the Daycare is open, any employees scheduled to work will receive an additional day off with pay equal to the number of hours they worked on "Family Day".
- 4) On Call Employees - Any employees scheduled to perform "On Call" services, shall receive the normal compensation to which they are entitled. No employee shall receive "Stat" Pay for time spent on Family Day.

Further, any employee called out to work on "Family Day", such as those at Public Works who are called out to perform snow removal services, shall be compensated in accordance to paragraphs No. 1 & 2 of Article No. 14.03 or in accordance with Article 14.05 (Minimum call back time).

FAMILY DAY CONTINUED

DATED this _____ day of _____, 2016

Signed on behalf of

**THE CORPORATION OF THE TOWN OF
FORT FRANCES**

Signed on behalf of

**CANADIAN UNION OF PUBLIC
EMPLOYEES AND ITS LOCAL 65**

LETTER OF UNDERSTANDING

BETWEEN

THE CORPORATION OF THE TOWN OF FORT FRANCES

(hereinafter referred to as the Employer)

- and -

CANADIAN UNION OF PUBLIC EMPLOYEES - LOCAL 65

(hereinafter referred to as the Union)

Re: New Labourer Position – P.W. and Airport Back-up

Whereas the Corporation of the Town of Fort Frances has decided to hire a new Public Works Labourer, and this individual will also provide back-up relief for the Airport Attendants, it is agreed that the following exclusions and adjustments to the current Collective Agreement will apply to this individual for this position only.

Article 13 – Hours of Work

The Airport is a seven (7) day operation. Overtime will only apply if the employee works more than their scheduled forty (40) hours per week. Any 'scheduled' time at the Airport within the forty (40) hours per week, be that on a Saturday or Sunday, will be at straight time.

The employee will provide back-up relief for the Airport Attendants (be that vacation, sick-time, bereavement leave or other relief) and will be scheduled for shifts by the Airport Supervisor or designate.

Every effort will be made to give the employee sufficient prior notice of shifts at the Airport, and effort will be made to schedule those shifts in blocks of one week whenever possible. For all other shifts throughout the year, the employee will work under the schedule and direction of the Transportation Superintendent.

Article 15 – Shift Work

Article 15 will not apply to the employee hired for this position, for any of the shifts they perform at the Airport. There will be no shift Differential for the Back-up Airport Attendant.

Article 24 – Payment of Wages and Allowance

The employee hired for this position will receive the current "Labourer – Public Works" wage as per Schedule "A" of the Collective Agreement, for any and all time spent in the performance of their duties at Public Works. For all time spent as the Back-up Airport Attendant, the wage schedule listed below will apply.

Seasonal Airport Attendant (Back-up) Wage Schedule

| | | 6 months | 12 months | 24 months |
|-----------------|------|-----------------|------------------|------------------|
| January 1, 2015 | | \$24.47 | \$25.60 | \$26.13 |
| January 1, 2016 | 1.5% | \$24.84 | \$25.98 | \$26.52 |
| January 1, 2017 | 1.5% | \$25.21 | \$26.37 | \$26.92 |
| January 1, 2018 | 1.5% | \$25.59 | \$26.77 | \$27.32 |
| | | | | |

It is understood by both parties that this is a new position, and as such situations may arise that will require further negotiations. The parties will attempt to be flexible to resolve any difficulties that may arise.

This Letter of Understanding is being entered into without prejudice and without precedent and is subject to further changes.

DATED this _____ day of _____, 2016

Signed on behalf of

**THE CORPORATION OF THE TOWN OF
FORT FRANCES**

Signed on behalf of

**CANADIAN UNION OF PUBLIC
EMPLOYEES AND ITS LOCAL 65**

TOWN OF FORT FRANCES

BY-LAW NO. xx/16

(Being a by-law to authorize the signing of a collective agreement with the Fort Frances Professional Firefighters Association - the *Municipal Act, 2001*, R.S.O. 2001, c.25)

WHEREAS on November 14, 2016, Council approved a report from A. Petrin, Human Resources Manager thereby ratifying terms of a new collective agreement with FFPFFA - for a four-year term ending December 31, 2019;

NOW THEREFORE Council for the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:

1. That the agreement between the Corporation of the Town of Fort Frances and the Fort Frances Professional Fire Fighters Association for the term January 1, 2016 to December 31, 2019, in the form of Schedule “A” attached hereto and forming part of this by-law, be and the same is hereby approved by Council.

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 28th day of November 2016.

R. Avis, Mayor

E. Slomke, Clerk

COLLECTIVE AGREEMENT

BETWEEN

THE CORPORATION OF THE TOWN OF FORT FRANCES



AND

THE FORT FRANCES PROFESSIONAL FIREFIGHTERS ASSOCIATION



TERM: JANUARY 1, 2016 – DECEMBER 31, 2019

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MEMORANDUM OF AGREEMENT made this 24th day of November 2016

BETWEEN:

THE CORPORATION OF THE TOWN OF FORT FRANCES

Hereinafter called the "EMPLOYER "

Of the First Part, -and -

THE FORT FRANCES FIRE FIGHTERS ASSOCIATION

Hereinafter called the "ASSOCIATION"

Of the Second Part

WHEREAS the parties hereto have agreed to enter into these presents for the purpose of more effectually defining duties, privileges, working conditions and remuneration, and to establish the best possible working conditions so as to develop and maintain a spirit of cooperation between the Employer and the Association and to promote and establish an efficient Fire Department.

NOW THEREFORE THIS AGREEMENT WITNESSETH:

ARTICLE 1 - RECOGNITION

- a) The Employer recognizes the Association as the exclusive bargaining agent for all permanent employees of the Fort Frances Fire Department with the exception of the Chief and this Agreement shall be applicable to all such employees.
- b) All employees of the Fort Frances Fire Department who are now members of the said Fort Frances Fire Fighters Association shall remain members of the said local Association in good standing as a condition of continued employment. All new employees of the said Fire Department shall become members of the Fort Frances Fire Fighters Association upon immediate employment and shall continue their membership in good standing in the said local Association as a condition of continued employment.

Termination of any fire fighter shall be in accordance with Part IX section 44 of the FPPA. RSO. 1997 and provisions of the Employment Standards Act.

- c) The employer agrees to deduct Association Contributions from each employee's salary each month and send the amount so deducted to the Secretary of the Association.

ARTICLE 2 - DISCRIMINATION AND COERCION

- a) There shall be no discrimination against any employee because of the employee's membership in the Association or by virtue of their holding office in the Association.
- b) Provisions of this Agreement shall be applied to all employees without discrimination.

ARTICLE 3 - HOURS OF WORK

- a) The hours of work shall be forty-two (42) hours per week based on a twelve (12) hour shift or in a form agreed upon in writing by the Fire Chief and Association.
- b) The shifts on duty shall be scheduled to commence at 7:00 a.m. to 7:00 p.m. and 7:00 p.m. to 7:00 a.m. A working day shall be from 7:00 a.m. to 7:00 a.m. the next day or in a form agreed upon in writing by the Fire Chief and the Association.
- c) Any continuous time worked more than twelve (12) hours after any working shift shall be worked at the rate of time and one half (1½) with a minimum of one (1) hour pay.
- d) Association members will take a minimum of fifty (50) percent of all overtime as lieu time at time and one half (1.5) to a maximum of 60 hours. The remainder will be taken as pay at time and one half (1.5). Time off taken will not create additional overtime. Accumulated Lieu Time as at December 31st will be used prior to May 31st of the following year.
- e) The shifts on duty shall alternate in a form agreed upon by the Fire Chief and Association.

ARTICLE 4 - VACATIONS

- a)
 - (i) Less than one (1) years' employment - 1/6 of a week per month to a maximum of two (2) weeks;
 - (ii) One (1) or more years of service, but less than three (3) years - two (2) weeks;
 - (iii) Three (3) or more years of service, but less than nine (9) years - three (3) weeks;
 - (iv) Nine (9) or more years of service, but less than seventeen (17) years - four (4) weeks;
 - (v) Seventeen (17) or more years of service, but less than twenty five years (25) - five (5) weeks;
 - (vi) After twenty-five (25) years of service - six (6) weeks.
- b) All vacations shall be on calendar year basis.
- c) One week vacation is defined as forty-two (42) hours.
- d) Vacation periods shall be taken on a system agreed upon by the Fire Chief and the Association.
- e) No vacation time shall be lost by any employee as a result of an accident or occupational illness incurred as resulting from the performance of duty.
- f) Employees shall take all cumulated vacation time prior to their normal retirement date.
- g) When an employee is absent from work on any leave of absence without pay (excluding Pregnancy / Parental leave as defined in the Employment Standards Act) in excess of 30 calendar days (120 calendar days for employees collecting short term disability benefits),

the employee's vacation and vacation pay will be pro-rated in accordance with the amount of time worked.

- h) An employee who is entitled to receive an additional week of paid vacation as per Article 4 (a) shall be entitled to said week at the beginning of the calendar year in which the employee would receive it.

ARTICLE 5 - STATUTORY HOLIDAYS

- a) Members shall be granted eleven (11) shifts pay (132 hours), at straight time for statutory holidays. In no event shall the member be granted or be allowed a time-off option in lieu of eleven (11) shifts pay. This amount shall be paid on the first payday in December.

The aforementioned statutory holidays shall comprise:

- | | |
|-------------------|---------------------|
| 1. New Year's Day | 6. Thanksgiving Day |
| 2. Good Friday | 7. Christmas Day |
| 3. Victoria Day | 8. Boxing Day |
| 4. Canada Day | 9. Civic Holiday |
| 5. Labour Day | 10. Remembrance Day |
| | 11. Family Day |

- b) A member shall also be entitled to two (2) floating holidays (two (2) twelve (12) hour shifts) when mutually arranged and agreed upon by the Fire Chief and employee.

ARTICLE 6 - SALARIES

Classification:

| | | 8.5% | 2% | 2% | 2% |
|----------------|-------------------------|-----------|-----------|-----------|-----------|
| Classification | Percentage of 1st Class | 01-Jan-16 | 01-Jan-17 | 01-Jan-18 | 01-Jan-19 |
| Captain | 110% | \$ 93,360 | \$ 95,228 | \$ 97,132 | \$ 99,075 |
| 1st Class | 100% | \$ 84,873 | \$ 86,570 | \$ 88,302 | \$ 90,068 |
| 2nd Class | 90% | \$ 76,386 | \$ 77,913 | \$ 79,472 | \$ 81,061 |
| 3rd Class | 80% | \$ 67,898 | \$ 69,256 | \$ 70,641 | \$ 72,054 |
| 4th Class | 70% | \$ 59,411 | \$ 60,599 | \$ 61,811 | \$ 63,048 |
| 5th Class | 60% | \$ 50,924 | \$ 51,942 | \$ 52,981 | \$ 54,041 |

- a) Should an employee be temporarily required to execute the duties of a rank higher than their regular position, they should be paid according to the rate of pay for such rank for the period so employed.

- b) Effective January 1, 2013, any new employee will work at the classification of their rank, and progress through the rank structure as identified in 6d), subject to appropriate service and testing as identified by the Fire Chief.
- c) Subject to the prior clause, fire fighters achieving First Class status will be eligible to write for a Captains position after one year of service at the rank of First Class. This will make them eligible to fill a vacancy when one becomes available.
- d) After service satisfactory to the Council of the Town of Fort Frances and the Chief of the Fire Department for twelve (12) calendar months, a Probationary Fire Fighter shall be entitled to the rank and pay of a Fourth Class Fire Fighter. After a further twelve (12) months of satisfactory service as aforesaid, they shall be entitled to the rank and pay of a Third Class Fire Fighter. After a further twelve (12) months of satisfactory service as aforesaid, they shall be entitled to the rank and pay of a Second Class Fire Fighter. After a further twelve (12) months of satisfactory service as aforesaid, they shall be entitled to the rank and pay of a First Class Fire Fighter.
- e) All employees' payroll cheques shall be directly deposited into their bank accounts.

ARTICLE 7 - SICK LEAVE

- a) Cumulative sick leave benefit for permanent employees shall accumulate at the rate twelve (12) hours per month of work to an absolute limit of six (6) shifts (72 hours). Sick time shall accumulate only while an employee is actually at work.

Permanent employees shall be permitted to carry the unused portion of sick leave from year to year to an absolute limit of six (6) shifts (72 hours). Balances on record are not vested and have no buy out value at termination of employment.

Sick leave days may be used to offset the waiting period(s) under the Weekly Indemnity Plan.

- b) Weekly Indemnity Insurance/Long Term Disability Insurance coverage:
The Corporation will pay the premium costs plus applicable taxes for Weekly Indemnity Insurance and for Long Term Disability Insurance for all regular full time employees. A description of some of the terms and conditions of such insured plans are set out below for informational purposes only:
 1. Weekly Indemnity Insurance Coverage of: 1st day hospital; 1st day accident; 4th day of sickness; 75% weekly earnings, maximum of \$1200.00 weekly; 17 week duration of 120 days; and
 2. Long Term Disability Insurance Coverage of: starts 121st day; 75% of earnings, maximum \$4000 monthly; 2 year own occupation; primary C.P.P. carve out only, payable to age 60 or earlier recovery.

The Corporation also reserves the right to change the carrier of any of the benefit plans provided that the level of benefit coverage is not decreased. Notice of such change of carrier will be communicated to the Association prior to the change.

Only for purposes of receiving weekly indemnity insurance benefits and long-term disability insurance benefits pursuant to Article 7(b), the pay for Fire Fighters will be deemed to have been calculated and paid biweekly on a 42 hour work week (2184/annum) on a seven day a week basis or 6 hours per day.

ARTICLE 8 - MEDICAL, HOSPITAL AND LIFE INSURANCE BENEFITS

The Corporation agrees to pay:

a) Life Insurance and Accidental Death & Dismemberment Coverage

One hundred percent (100%) of the cost of premiums for Life Insurance and AD&D coverage that will include the following coverage: Employee one hundred thousand dollars (\$100,000); spouse five thousand dollars (\$5,000); each dependent two thousand five hundred dollars (\$2500); AD&D coverage is equal to the Employee Basic Life Coverage.

b) Dental

One hundred percent (100%) of the cost of premiums for dental plan equivalency of Blue Cross No. 9 with rider three (3); riders two (2) and four (4) - one thousand five hundred dollars (\$1500) maximum per year; current fee guide; 9 month recall.

c) Extended Health Care

One hundred percent (100%) of the premium cost for an Extended Health program that will include the following coverage:

- i) Covered Services & Supplies at 100% reimbursement (annual deductible Single \$10 / Family \$20)
- ii) Prescription Drugs (\$5.00 / prescription deductible) at 100% reimbursement; mandatory generic substitution; fertility drugs and oral contraceptives are not covered
- iii) Vision Care (nil deductible) at 100% reimbursement, maximum of \$300 every 24 months (\$150 every 12 months for dependents under 18 years); one eye exam every 24 months
- iv) Semi-Private Hospital room coverage (nil deductible) at 100% reimbursement
- v) Deluxe Travel at 100% reimbursement of eligible charges

d) The employer agrees to contribute one hundred percent (100%) of the cost of members' welfare benefits in article 8 for retired members except for life, AD&D and deluxe travel as provided in this article, up to a maximum age of 65 or until provided by a government plan,

which ever occurs sooner, provided that the member is eligible for pension benefits under OMERS requirements and is within 10 years of the normal retirement date.

- e) The Corporation will provide a single master policy as it relates to the Fire Department upon written request from the Association.
- f) The Corporation will continue to pay all such premiums in Articles 7 & 8, subject to the terms and conditions of such plans.
- g) Extended coverage for dental benefits (8.b) and for extended health care benefits (8.c) shall continue for up to twenty-four (24) months if an employee ceases to be actively at work due to injury or illness.

ARTICLE 9 - LEAVE OF ABSENCE

- a) Reasonable leave of absence without pay may be granted to any employee for a period not exceeding thirty days (30) except in cases of exceptional circumstance.

Employees taking a leave of absence for employment outside the bargaining unit (other than for Association business) will forfeit their standing on the seniority list unless agreement has been made between the employee, the Fire Chief, and the Association.

- b) The employer will grant the Association 6-12 hour shifts with pay per calendar year to tend to Association matters subject to the following conditions:
 - (i) The Association will notify the Employer in writing of the day(s) or shift(s) of such leave and the employee, for whom same is requested, at least one (1) calendar week prior to the day(s) or shift(s) of leave of absence requested; and
 - (ii) No more than one (1) employee shall be absent on such leave for the same day(s) or shift(s).

ARTICLE 10 - BEREAVEMENT LEAVE OF ABSENCE

Each employee shall be granted four (4) consecutive twelve (12) hour shifts off work at their regular rate of pay in the event of the death of a family member. Family is defined as spouse, son, daughter, mother, father, brother, sister, mother-in-law, father-in-law, grandparents, grandparents of spouse, sister-in-law, brother-in-law, or grandchild. One (1) of these days must be the day of the funeral.

The Corporation shall pay for an emergency return trip from Ontario Fire College or other Fire Department authorized business trip for members attending same, with respect to family members listed in the bereavement leave article.

One (1) day off with pay shall be granted to an employee who is an active or honorary pallbearer.

ARTICLE 11 - PENSIONS

- a) Each employee shall be entitled to benefits and privileges of any pension which has been or may hereafter be adopted by Agreement between the Employer and the Association.

ARTICLE 12 - UNIFORMS AND EQUIPMENT

- a) All Fire Department personnel shall be supplied with uniforms and equipment in the following manner:
 - (i) One pair of blue serge (uniform) trousers to be replaced as determined to be required by the Fire Chief;
 - (ii) One uniform tunic to be replaced as determined to be required by the Fire Chief;
 - (iii) Full time Fire Fighters who are required to wear safety footwear on the job shall receive one hundred and sixty dollars (\$160) per year for safety footwear providing paid invoices are presented for payment to the Town.
 - iv) One parka, of good quality, to be replaced as determined to be required by the Fire Chief;
 - (v) Two pair of fatigue trousers and two shirts annually;
 - (vi) One uniform cap to be replaced as determined to be required by the Fire Chief;
 - (vii) One uniform tie to be replaced as determined to be required by the Fire Chief;
- b) Bunker Gear as provided in current legislation C.G.S.B. - 155.1 .M88
- c) All articles of clothing and equipment supplied to Fire Department personnel shall have the Union label attached, whenever possible.

ARTICLE 13 - GRIEVANCE PROCEDURE

- a) Settling of Grievances

Should a dispute arise between the Corporation and any employee(s) regarding the interpretation, meaning, operation or application of this Agreement, including any question as to whether a matter is arbitrable, or where an allegation is made that this Agreement has been violated, or should any other dispute arise, an earnest effort shall be made to settle the dispute in the following manner:

- STEP I** Within five (5) working days of an alleged grievance, the employee shall first seek to settle their grievance through the Association President or designate, with the Fire Chief or designate.

STEP II Failing satisfactory settlement within seven (7) working days after the dispute was submitted under Step I, the Grievance Committee of the Association, if it considers the grievance to be justified, shall seek to settle the dispute with the Division Manager or Designate who shall, within five (5) days, give their decision in writing to the Grievance Committee.

STEP III Within seven (7) days after failing to reach satisfactory agreement under Step II, application in writing shall be made to a regular meeting of the Council or if not a regular meeting of Council, then a Committee of Council which shall include Council members stating the grievance concerned as well as a copy of the decision of the Division Manager or Designate. The Committee of Council or Council shall hear the appeal within twenty (20) days and shall give their decision within thirty (30) days after the conclusion of the hearing.

STEP IV If the Grievance Committee is not satisfied with the decision of the Council and so notifies said Council, the Grievance Committee may, within thirty (30) days of the last step of the Grievance Procedure, submit the matter to Arbitration.

b) Replies in Writing

Replies to grievances shall be in writing at all stages except Stage I.

c) Grievances Settled Satisfactorily

Grievances settled satisfactorily shall date from the time the grievance was filed.

d) Time Limits

Time limits specified in above steps shall be deemed to be exclusive of Saturdays, Sundays and those holidays described in Article 5.

e) Decision between Council and Grievance Committee

All decisions arrived at by agreement between the Council and the Grievance Committee with respect to any grievance shall be final and binding on the Council and on the Association.

f) Meetings between Grievance Committee and Employer

Once a grievance has been filed by the Grievance Committee under Step II, there shall be no direct communications between individual members of the Grievance Committee or any employee with Mayor or Council. Meetings between the Grievance Committee and Officials shall take place only at mutually appointed times and places. This does not prohibit joint meetings between both parties in an attempt to solve the issue prior to the matter being heard at arbitration.

ARTICLE 14 - ARBITRATION

- a) When either party requests that a grievance be submitted to Arbitration, the request shall be made in writing addressed to the other party of the Agreement.

Within fifteen (15) calendar days after referral to Arbitration the parties will attempt to select a sole Arbitrator to hear the matter and for that purpose will exchange nominations.

Failing agreement between the parties on a sole Arbitrator as per above, either party may refer the matter to a three-person Board of Arbitration and notify the other party of the name and address of its appointee. The two appointees shall select an impartial Chairman by mutual agreement, and should the two appointees fail to agree upon a Chairman within five (5) days, the Minister of Labour upon the request of either party shall make an appointment.

b) Expenses of the Board

Each party shall pay: 1) The fees and expenses of the Arbitrator it appoints.
2) One-half (½) the fees and expenses of the Chairman.

ARTICLE 15 - SENIORITY

In the event of a reduction in the staff, the employee with the least years of service shall be laid off first. If a vacancy occurs within six (6) months of the layoff, said employee shall be recalled, provided the employee has the required qualifications.

This clause will not include Fire Fighters included in Article 1 of this agreement if they are still in their probationary period as defined by Part IX Section 44 of the FPPA.

ARTICLE 16 - PRIVILEGES

Any privileges enjoyed by the members of this Association shall remain in effect during the term of this Agreement.

ARTICLE 17 - RECALLS

a) Employees recalled to duty after completion of shift in respect to any of the following:

a) Any of the emergency provisions as provided in Part 1X Fire Fighters Employment and Labour Relations, Section 43(7) of The Fire Prevention and Protection Act R.S.O. 1997, or as provided by future amendments, shall be paid at the rate of one and one-half (1½) times the regular hourly rate of pay for each hour or portion thereof with a minimum of two (2) hours for each such recall.

b) Employees recalled to duty for any cause or reasons other than the foregoing shall be paid at the rate of one and one half (1½) times the regular hourly rate of pay for each hour or portion thereof with a minimum of two (2) hours for each such recall.

ARTICLE 18 - RECOGNITION PAY

Effective January 1, 2011, the Corporation will provide for all fire fighters recognition pay of 2%, 4%, 6% after 8, 17 and 23 years of service respectively.

Effective January 1, 2012, the Corporation will provide for all fire fighters recognition pay of 3%, 6%, 9% after 8, 17 and 23 years of service respectively.

Recognition pay will form part of the member's annual salary for purposes of determining the hourly rate, will be included as pensionable earnings and will be used to determine all entitlements calculated on the bases of a member's hourly rate or annual salary.

ARTICLE 19 - PROTECTION

- a) The Employer agrees to indemnify the full-time Fire Fighters and save them harmless from all suits for damages, costs, charges, expenses or proceedings where they suffer an allegation as a result of anything they did or failed to do in the performance of their duties, excluding always negligence by the said full-time Fire Fighter.
- b) The Employer agrees to compensate Employees for loss of, damage to, or destruction of eyeglasses, dentures, cellular phones, or watches (equivalent value of destroyed item up to a maximum of \$300 if supported by a valid receipt). In addition, agrees to repair, replace, or dry-clean personal clothing damaged or stained beyond normal usage. All loss, damage, destruction must be a result of regular performance of duties.

ARTICLE 20 - DURATION

This Agreement shall be effective as from January 1, 2016 and shall continue in full force and effect until December 31, 2019 and it shall be deemed to continue in force and effect from year to year, and shall be reopened for discussion of amendment only on notice to the proper official of the other party within ninety (90) days of the expiration date. The employer and the bargaining unit shall meet within fifteen (15) days after the notice is given, or within such longer periods as they may agree upon.

If the parties are unable to negotiate a final agreement all unresolved issues shall be referred to a board of arbitration as per Part IX of the Fire Prevention and Protection Act, R.S.O. 1997, collective Bargaining, Section 50.

ARTICLE 21 - TECHNOLOGICAL CHANGE

- a) At least ninety (90) days prior to the introduction or implementation of substantial technological change, or substantial changes in mechanization affecting employees, the Corporation shall, by written notice, furnish the Association with the full information of the planned change or changes. Such prior notice shall contain relevant information respecting the nature and degree of change; the date or dates on which the Corporation plans to effect the change, the location or locations involved.
- b) Within fifteen (15) days after the foregoing notice has been given, the Corporation shall make disclosure to the Association of the effects of the change or changes on any employee.
- c) Following the said disclosure, representatives of the parties shall meet forthwith for the purpose of negotiating with a view to resolving any issue which may concern the employment status of any employee.
- d) If agreement has not been reached within fifteen (15) days after disclosure by the Corporation of the effects of the change or changes on any employee, either party may

submit any outstanding issue to a Board of Arbitration which shall be constituted in the manner provided for by Part IX of the Fire Prevention and Protection Act, R.S.O. 1997, Collective Bargaining, Section 50.

- e) No change shall be made in the employment status of any employee consequent upon introduction or implementation of substantial technological change or substantial changes in mechanization, until either the parties have reached an agreement through negotiation, or the Board of Arbitration constituted hereunder has issued its award.

ARTICLE 22 - TRAINING

- a) All training outside of regularly scheduled working hours will be paid at the rate of time and one half (1½). Members will take fifty percent (50%) as lieu time and fifty percent (50%) in accordance with Article 3(d).
- b) Any full day training sessions that a fire fighter attends shall be compensated on a day-for-day basis in the form of a daily training credit of one (1) full day. The associated time off may be covered by duty personnel or part-time personnel. This clause shall not apply if said training is directly related to the development of part-time personnel; in which case the off duty personnel would be entitled to overtime pay, subject to Article 3.

ARTICLE 23 - CONTRACTING OUT

Work customarily performed by Fire Fighters covered by this agreement shall not be performed by another employee of the Corporation (except in cases of emergency or training) or by a person who is not an employee of the Corporation except as may be agreed upon by the parties. This clause shall take affect upon ratification.

IN WITNESS WHEREOF the employer has hereunto caused its Corporate Seal to be affixed under the hands of its duly authorized officers, and the Association has caused this instrument to be executed by their proper officers hereunto duly authorized the day and year first above written.

DATED this 24th day of November 2016.

SIGNED FOR THE FORT FRANCES PROFESSIONAL
FIRE FIGHTERS ASSOCIATION

SIGNED FOR THE CORPORATION OF
THE TOWN OF FORT FRANCES

SCHEDULE "A" – LETTER OF UNDERSTANDING

BETWEEN:
THE CORPORATION OF THE TOWN OF FORT FRANCES
(Hereinafter referred to as the Employer)

AND
FORT FRANCES PROFESSIONAL FIRE FIGHTERS ASSOCIATION
(Hereinafter referred to as the Association)

PART TIME EMPLOYEES

The Corporation of the Town of Fort Frances and The Fort Frances Professional Fire Fighters Association formally recognize the use of part-time employees under the following terms and conditions;

1. A part-time Fire Fighter is defined as a person(s) who is called upon to work a regular scheduled shift, or part thereof, to cover the absence of a full time Fire Fighter due to illness, bereavement coverage, union leave coverage, lieu time coverage, training credit coverage, and training coverage with the Fort Frances Fire and Rescue Service. This article may also be utilized to compensate for unforeseen circumstance that is mutually agreed to by both parties.
2. The collective agreement between the Corporation and the Association will not apply to a part-time Fire Fighter.
3. A part-time Fire Fighter may be called upon to replace a full time Fire Fighter's absence due to illness, for a period of up to four (4) months with the option to extend upon agreement between the Fire Chief and the Association.
4. A part-time Fire Fighter who becomes a full time Fire Fighter and successfully completes his/her probation period will receive pro-rated seniority credits for the number of shifts worked as a part-time Fire Fighter. These credits will be applied to the start date for the fire fighter hired and will serve to advance their official start date by the actual hours worked in comparison to a full time equivalent day (FTE).
5. This language is intended to be utilized to support the organizational efficiency of the Fort Frances Fire Rescue Service and the current career personnel level. Further, this letter of understanding cannot be used to undermine the current career staffing compliment or the contracting out language as identified in Article 24 of the agreement dated on July 8, 2013.

DATED this 24th day of November 2016.

SIGNED FOR THE FORT FRANCES PROFESSIONAL
FIRE FIGHTERS ASSOCIATION

SIGNED FOR THE CORPORATION OF
THE TOWN OF FORT FRANCES

SCHEDULE “B” – LETTER OF UNDERSTANDING

BETWEEN:
 THE CORPORATION OF THE TOWN OF FORT FRANCES
 (Hereinafter referred to as the Employer)
 AND
 FORT FRANCES PROFESSIONAL FIRE FIGHTERS ASSOCIATION
 (Hereinafter referred to as the Association)

PROMOTIONAL PROCEDURE

After a minimum period of five (5) years of continuous full time service, a First Class Fire Fighter will be eligible to enter the promotional procedure to achieve the rank of Captain. This procedure will include a written exam, an interview and other practical components based on the Ontario Fire Fighter Curriculum for Competency Standard for the position of Captain.

Seventy Percent on all components will be considered a qualification mark (or as required by the province). Once qualified the Fire Fighter will be placed on a promotional list and Captain vacancies will be filled from that list on the basis of seniority. This clause does not include the temporary nature of promotion identified in Article 6, Clause a).

There shall be a probationary period of six (6) months to determine the suitability of a First Class Fire Fighter for the position of Captain. During said probationary period, the incumbent Captain may elect to voluntarily vacate the position of Captain and thus be demoted to the position of First Class Fire Fighter without damage or loss; and during said probationary period, the incumbent Captain may be demoted to the position of First Class Fire Fighter by the Employer without recourse to the grievance procedure if he/she has not demonstrated the ability to meet the performance standard for the position of Captain.

DATED this 24th day of November 2016.

SIGNED FOR THE FORT FRANCES PROFESSIONAL
 FIRE FIGHTERS ASSOCIATION

SIGNED FOR THE CORPORATION OF
 THE TOWN OF FORT FRANCES

SCHEDULE “C” – LETTER OF UNDERSTANDING

BETWEEN:
THE CORPORATION OF THE TOWN OF FORT FRANCES
(Hereinafter referred to as the Employer)
AND
FORT FRANCES PROFESSIONAL FIRE FIGHTERS ASSOCIATION
(Hereinafter referred to as the Association)

EMPLOYEE ASSISTANCE PROGRAM

The Parties believe that the health and well being of all employees is vital to the success of the organization and also recognizes that a duty to accommodate and an obligation to cooperate exists on both the part of the Employer, the Employee, and the Association. This cooperation may exist in the form of self-referrals, assisted referrals and job performance referrals. Therefore, the Corporation will work closely with the Association and any employee in providing an Employee Assistance Program (EAP).

DATED this 24th day of November 2016.

SIGNED FOR THE FORT FRANCES PROFESSIONAL
FIRE FIGHTERS ASSOCIATION

SIGNED FOR THE CORPORATION OF
THE TOWN OF FORT FRANCES

TOWN OF FORT FRANCES

BY-LAW No. 39/14 - A

(Being a by-law to amend an agreement with the Northern Ontario Heritage Fund Corporation (NOHFC) for financing of a Northern Community Capacity Building Program project under the Strategic Economic Infrastructure Program- the Municipal Act, 2001, S.O. 2001, c.22, section 1, and the Northern Ontario Heritage Fund Act, R.S.O. 1990, c.N.5, Subsection 7(1).)

WHEREAS on March 24, 2014, Council approved the submission of an application with the Northern Ontario Heritage Fund Corporation (NOHFC) under the Strategic Economic Infrastructure Program for purposes of a Northern Community Capacity Building Project known as the “Rainy Lake Market Square Project”.

AND WHEREAS on November 28, 2016, Council approved a report from T. Rob, Manager of Operations & Facilities regarding the amendment to the project completion date.

NOW THEREFORE Council for the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:

1. That the amendment in the form attached hereto as Schedule “A” with the Northern Ontario Heritage Fund Corporation be approved for the Mayor and Clerk to sign and affix the Corporate Seal thereto.

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 28th day of November 2016.

R. Avis, Mayor

E. Slomke, Clerk

November 4, 2016

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

Attention: Doug Brown, CAO- Town of Fort Frances



Dear Doug Brown:

Re: Strategic Economic Infrastructure Program – Project #8100054
Conditional contribution agreement made effective as of November 21, 2014 (the
“**Agreement**”) between Northern Ontario Heritage Fund Corporation (“**NOHFC**”)
and the Town of Fort Frances (the “**Recipient**”)

Capitalized terms used but not otherwise defined in this letter have the meanings
ascribed to them in the Agreement.

1. This letter, when signed by the Recipient and returned to NOHFC as indicated
below, amends the Agreement as follows:
 - 1.1. Schedule “A” is deleted and replaced by the Schedule “A” appended to this
letter.
 - 1.2. Schedule “B” is deleted and replaced by the Schedule “B” appended to this
letter.
2. The Recipient represents and warrants to Lender that Recipient’s representations
and warranties contained in the Agreement are true and correct as of the date of this
Amendment.
3. This Amendment shall become effective as of the date (the “**Effective Date**”) upon
which the Recipient shall have executed and delivered this Amendment to NOHFC.
4. This Amendment may be executed by the parties hereto in separate counterparts,
each of which so executed shall be deemed to be an original. Delivery of an
executed copy of a signature page to this Amendment by facsimile transmission shall
be effective as delivery of a manually executed copy of this Amendment.
5. This Amendment shall be governed by and interpreted in accordance with the laws
of the Province of Ontario and the federal laws of Canada applicable therein.
6. All other terms and conditions of the Agreement remain in full force and effect.

To show the Recipient's agreement with the terms of this Amendment, please sign where indicated below.

Yours truly,

Bruce Strapp
Executive Director

The Recipient agrees with the terms of this Amendment, as evidenced by my signature below:

Name: Doug Brown
 CAO- Town of Fort Frances

Date: _____

SCHEDULE "A"***PROJECT DESCRIPTION*****1. Project summary**

The Recipient shall demolish existing infrastructure, formerly known as the Rainy lake Hotel and constructing a 5,000 square foot, market square building. The site will offer a community space that could be used for concerts, events and downtown celebrations. The space will include an elevated stage that can be covered during inclement weather, picnic/public areas, parking and outdoor vendor spaces with ample room for pedestrian traffic flow. The space will be versatile and flexible with the ability to transform to house a variety of events from the weekly farmer's market to annual festivals, providing a greater draw for the local community and visitors alike.

2. Project purpose

The Fort Frances Downtown Market Square will occupy the former site of the Rainy Lake Hotel. The market square will consist of a covered, elevated stage, two café areas with table and seating, sunken event space and five parking spaces located near the back lane. The location will feature landscaping, hardscaping and public art to create an attractive and inviting space.

3. Project location

Fort Frances, Ontario.

SCHEDULE "B"
PROJECT BUDGET

1. Project Costs Chart

| <i>Project cost category</i> | <i>Eligible Project Costs</i> | <i>Ineligible Project Costs</i> | <i>Total cost</i> |
|--|--------------------------------------|--|--------------------------|
| Site: Preparation, demolition/landfill | \$600,000 | | \$600,000 |
| Building, electrical, sewer and water. Planning and design, permits, parking, plaza features | \$1,295,000 | | \$1,295,000 |
| Contingency | \$100,000 | | \$100,000 |
| TOTAL | \$1,995,000 | | \$1,995,000 |

2. Project Funding Chart

| <i>Funding sources</i> | <i>Financing type</i> | <i>Project cost category</i> | <i>Eligible Project Costs</i> | <i>Ineligible Project Costs</i> | <i>Total funding</i> |
|--|------------------------------|-------------------------------------|--------------------------------------|--|-----------------------------|
| NOHFC | Conditional contribution | Eligible Project Costs | \$997,500 | | \$997,500 |
| FEDNOR | Grant | | \$655,000 | | \$655,000 |
| BIA | Cash | | \$160,000 | | \$160,000 |
| Town of Fort Frances | Cash | | \$152,500 | | \$152,500 |
| Town of Fort Frances | In kind | | \$30,000 | | \$30,000 |
| TOTAL: | | | \$1,995,000 | | \$1,995,000 |
| NOHFC % of total Eligible Project Costs | | | 50% | | |

Lisa Slomke

From: AMO Communications <communicate@amo.on.ca>
Sent: Thursday, November 10, 2016 3:23 PM
To: Lisa Slomke
Subject: AMO Policy Update - 2017 Ontario Municipal Partnership Fund (OMPF) Allocations Announced

November 10, 2016

2017 Ontario Municipal Partnership Fund (OMPF) Allocations Announced

Today the Ministry of Finance issued 2017 allocation notices from the Ontario Municipal Partnership Fund (OMPF). The total funding envelope to municipalities will be maintained at \$505 million.

Letters to heads of council and treasurers are being sent at this time. Allocation notices may also be viewed on the Ministry's [website](#). Below are the key aspects of the 2017 funding announcement:

1. An overall cut of 10% for municipalities in northern Ontario, the same cut experienced in 2016.
2. An overall cut of 15% for municipalities in southern Ontario, also the same cut experienced in 2016.
3. A reallocation of \$5 million (over 2016) from within the Transition Grant envelope to target rural communities with the highest percentage of farmland (over 70%) using a new Farm Area Measure.
4. A reallocation of \$15 million from within the Transition Grant envelope to target municipalities that are faced with challenging fiscal circumstances (Municipal Fiscal Circumstances Index). This is an increase of over 20 per cent to the Northern and Rural Fiscal Circumstances Grant.

The chart below illustrates the changes to each of the grant components over time.

Historical OMPF Allocation by Grant (in millions of \$)

| Component | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|---|------------|------------|------------|------------|------------|------------|
| Social Services Grant | 25 | 0 | 0 | 0 | 0 | 0 |
| Policing Grant | 94 | 0 | 0 | 0 | 0 | 0 |
| Farmland and Managed Forests Grant | 46 | 0 | 0 | 0 | 0 | 0 |
| Assessment Equalization Grant | 147 | 0 | 149 | 149 | 149 | 149 |
| Northern Communities Grant | 86 | 0 | 79 | 79 | 84 | 84 |
| Rural Communities Grant | 162 | 0 | 138 | 138 | 143 | 148 |
| Northern and Rural Fiscal Circumstances Grant | 0 | 0 | 50 | 55 | 67 | 82 |
| Transitional and Stabilization Grants | 38 | 0 | 134 | 94 | 61 | 41 |
| TOTAL OMPF | 598 | 575 | 550 | 515 | 505 | 505 |

The Ministry's changes for 2017 demonstrate a continued effort to distribute OMPF allocations based on need and the specific fiscal challenges of different types of municipalities. The remaining transitional and stabilization grants are an integral part of the overall envelope in future years. There remains an enduring need for a strong equalization program across the province.

AMO Contact: Matthew Wilson, Senior Advisor, 416.971.9856 ext. 323, mwilson@amo.on.ca.

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Lisa Slomke

From: AMO Communications <communicate@amo.on.ca>
Sent: Monday, November 14, 2016 4:05 PM
To: Lisa Slomke
Subject: Provincial 2016 Fall Economic Statement Highlights

November 14, 2016

Provincial 2016 Fall Economic Statement Highlights

Today Finance Minister Charles Sousa delivered the 2016 Fall Economic Statement. We are awaiting introduction of the related legislation which may include matters not specifically included in today's Statement.

Overall Fiscal Outlook

The 2016-17 deficit will remain at \$4.3 billion, unchanged from the 2016 Budget projection. The government remains committed to balancing the budget by 2017-18 and continuing to remain in a balanced position for 2018-19.

For 2016–17, the Province's net debt (which includes total liabilities and total financial assets) is projected to be \$317.9 billion. This is above the projections made in the last three budgets (\$308.3 billion in the 2016 Budget, \$311.5 billion in the 2015 Budget and \$317.2 billion in the 2014 Budget).

The following highlights matters that are new and re-confirmed that will interest municipal governments.

New Matters:

Business Property Tax Capping Program – Further Enhancements

Eligibility criteria to allow municipalities to phase out the capping program will be broadened further to what was previously announced and, available beginning in 2017, municipal governments will have the option to limit the capping program to reassessment-related changes prior to 2017. AMO appreciates the further flexibility to the program.

Creation of New Financial Services and Pension Regulator

The Ontario government is following the [Expert Advisory Panel's Report](#) recommendations to create a new Financial Services Regulatory Authority that is to be independent of the government. Until we see the legislation, we cannot report on the details. It would replace three current regulating bodies including the Financial Services Commission, which among other matters deal with pension plans, including OMERS. The new regulator would be more consumer-focused and improve protections for consumers, investors and pension plan beneficiaries. AMO's Municipal Employer Pension Centre of Ontario (MEPCO) will monitor this matter closely.

Housing

Ontario will double the maximum provincial Land Transfer Tax refund for eligible first-time home buyers to \$4,000. On Jan. 1, 2017 eligible home buyers will avoid paying Land Transfer Tax to the province on the first \$368,000 of the cost of their first home. This benefit will be recuperated by increasing land taxes on single or two family house transactions over \$2M. This will not impact municipal budgets.

If the legislation is passed, apartment buildings that have a tax ratio two times or more than other residential (such as condominiums) will have the tax burden frozen while the province reviews how the property tax burden on these buildings affects rental market affordability. This change will impact municipal taxes as the relative share paid by apartment building owners will decrease during the study. The Province confirms that it "will continue to set a single, consistent property tax rate for all forms of housing". AMO will be engaged in this upcoming review.

Sharing Economy

The government has been consulting with municipal governments and other stakeholders on sharing economy platforms in Ontario. The Statement notes the work done by municipalities to develop local approaches to ride sharing and other areas. It also noted the government will continue to consult and develop an approach to home sharing which will take into account municipal work already done.

The following items of municipal interest were reconfirmed:

Child Care

The government re-confirmed its commitment in the 2016 Budget to building 100,000 new child care spaces over the next five years. To start, \$65.5 million will be invested this fiscal year to create 3,400 new spaces. This is intended to expand access to more licensed child care for families in Ontario.

Climate Change

The Statement notes the government's Climate Change Action Plan and cap and trade revenues from the market which will commence in January with revenues going towards helping homeowners and businesses to invest in clean technology. The plan also notes that a new provincial adaptation plan will be developed next year.

Infrastructure

The Province reaffirmed its commitment to the \$160 billion, ten-year infrastructure strategy that includes the Ontario Community Infrastructure Fund (OCIF) increasing to \$300 million, \$30 million in Connecting Link funding, the Clean Water and Wastewater Fund (CWWF) and transit and other investments through Moving Ontario Forward inside and outside the GTHA.

Reducing Energy Costs/Natural Gas

The Province restated the recent list of changes and programs designed to lessen electricity bills and expand natural gas to rural and remote areas. For example, the Statement reiterated that the Province will launch the interest-free, \$200 million Natural Gas Access Loan program in fall 2016 which is to help finance the building of new natural gas infrastructure and the costs of converting to natural gas. To provide opportunities for remote communities to access affordable energy, liquefied and compressed natural gas infrastructure will also be eligible under the program. Access to natural gas can help stimulate the economy, particularly in smaller communities, by attracting new industry, making commercial transportation more affordable, benefiting agricultural producers and providing consumers with more energy choices.

Uploads

The Statement also reaffirmed the government's continuing commitment to upload court security and social assistance costs from municipalities on schedule for full implementation by 2018.

A full copy of the Statement is available at <http://www.fin.gov.on.ca/en/budget/fallstatement/2016/>.

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Roy Avis

From: AMO Communications <communicate@amo.on.ca>
Sent: November-16-16 3:57 PM
To: Roy Avis
Subject: AMO Policy Update - New Legislative Changes Introduced that have Direct Impact for Municipal Governments

November 16, 2016

New Legislative Changes Introduced that have Direct Impact for Municipal Governments

The legislative agenda of the government resulted in three different Bills this week that are important to municipal governments. AMO will be reviewing each Bill in detail but wanted to give its members the key highlights. Some of the proposed changes are very welcomed and others less so.

Municipal Affairs Minister Introduces Amendments to the Municipal Act, City of Toronto Act (COTA) and Municipal Conflict of Interest Act (MCIA)

The review of these Acts has resulted in some amendments that are relatively substantive, and others that are more technical in nature. Many of the changes relate to transparency and accountability, conflict, and behaviour. Some impose a new obligation and others introduce flexibility. AMO will be reviewing the language of the Bill in depth in the coming weeks and will update members accordingly.

Key highlights of the more substantive changes:

- Require that all municipalities provide access to an Integrity Commissioner (IC) and all of the functions of an IC.
- The role of the IC is expanded to: i) conduct inquiries upon complaint or own initiative for MCIA (financial interests of elected officials), and code of conduct matters (ethical behaviour); ii) provide advice to councils and local boards respecting their obligations under the MCIA and code of conduct; and iii) provide educational information to the public, councils and local boards on these matters.
- Under the MCIA, an IC can investigate a complaint from any person concerning an alleged contravention, and upon completion of an investigation, the IC can apply to a judge for a determination as to whether the member has in fact contravened the Act.
- The mandatory penalties for contraventions of the MCIA will be replaced with a broader range of penalties (e.g., fines, suspension). Other new provisions under MCIA relate to the need for written disclosure of interest, dealing with influence, and a registry.
- All municipal governments will be required to have a Code of Conduct for councils and local boards that informs ethical behaviour (different from the financial interests of the MCIA).
- Councils will also be required to have a formal policy on council-municipal staff relations to address the roles and responsibilities of municipal public service and the interaction with council.
- Definition of Open Meeting: The government is moving to clarify that a meeting with council, local board or committee involves a quorum of council members and that they discuss a matter in a way that "materially advances" the business or decision-making.
- Electronic meetings: Councils and Committees to have the authority to allow electronic participation in their procedural by-law. However, electronic participation will not be counted for quorum purposes.
- Open meeting exceptions to include: i) information supplied in confidence by Canada, a province or territory or a Crown agency; ii) certain third party information supplied in confidence; iii) trade secret or financial, commercial, etc. information that belongs to the municipality or local board and has monetary value or potential monetary value; or iv) instructions, etc. to any negotiations by or on behalf of the municipality or local board.
- Requirement to pass resolution on how Council/Local Board intends to address a meeting investigation report where the situation was contrary to open meeting provisions.

- Regional council composition can now be changed by by-law rather than need for Minister's regulation.
- Regional municipal governments will be required to review their council membership that represent their lower-tier municipalities at least once following every second municipal election, starting after the 2018 municipal election; Minister would have power to make a regulation changing a regional council's composition if a regional municipality is unable to come to a local decision within two years following every second municipal election.
- A lower-tier council can temporarily appoint an alternate member of lower-tier council who is a member of both the lower-tier and upper-tier council to replace the member who is unable to attend an upper-tier council meeting.
- Add a new broad authority to use administrative monetary penalties for municipal bylaw contraventions.
- Repeal a provision so that municipal by-laws will have effect in areas under jurisdiction of conservation authorities.
- Require adoption of a policy for pregnancy leaves and parental leaves for council members.
- Eligible investments framework changes to add a prudent investor standard regime subject to a regulatory design that if done well could take advantage of the One Investment Program of AMO and Municipal Finance Officers Association as a prudent investor.
- Added flexibility to deal with forfeited corporate property and to administer tax sales faster.
- Add a new broad power to deal with climate change (although cannot exceed the Building Code or other provincial statutes) and to clarify the municipal role in energy planning.
- The Minister will have regulation-making authority to prescribe actions (unknown at this point) that municipalities must take to support local integrated planning in order to implement community hubs.
- Require a municipality to meet prescribed conditions before it establishes a small business program instead of obtaining ministerial approval.
- *Municipal Election Act* to be changed to reduce the time between the election of councils and their first meetings, proposed to be Nov 15; increase the maximum contribution limit to a single candidate or third party advertiser so that it is the same as the province (\$1,200); and introduces formula to limit self-funding.

Fall Budget Bill

While the omnibus Bill was introduced today (Nov. 16) it is not available on Hansard as yet. We understand it contains changes to:

- Require direct election for all regional government chairs (some are currently directly elected through previous specific legislation).
- Interest arbitration regime for fire and police that would remove the requirement for the parties to go through a conciliation process before the interest arbitration process can commence; require pre-hearing submissions; and prohibit boards of arbitration from referring items in dispute back to the parties for further negotiation, unless the items relate to implementation of an award, or if both parties agree that items can be referred back prior to the making of a final award. The municipal priority issue of capacity to pay was not acted upon, however, the Minister will continue to hold discussions with the fire and municipal sector.

Bill 65 Introduces Photo Radar in School and Community Safety Zones

Creates authority for municipal governments to introduce Automated Speed Enforcement (photo radar) in school and community safety zones to reduce speeding infractions. It also allows municipalities to create community safety zones with reduced speed limits to improve pedestrian and cyclist safety, and the flexibility to reduce speed limits below 50 km/h.

This is a scoped application of photo radar and limits local decision-making on where it can be used, rather than give municipal governments the base authority. For example, municipal governments feel photo radar would be helpful in construction zones to protect the safety of road workers.

Next Steps

It is anticipated that the Fall Budget Bill, as with most budget bills, will have a quicker legislative approval process than the other Bills. AMO will review that Bill in detail once it is available on Hansard to determine if there are any additional changes that will impact municipal governments.

More work is ahead as well for the other two Bills as we review their legislative language with a view of what makes sense to improving municipal governments authority and where unintended consequences might occur. We'll be readying for Standing Committee processes which are likely in early 2017 given that the House still has to debate the Bills for Second Reading before referral and the House is scheduled to rise December 8.

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Lisa Slomke

From: AMO Communications <communicate@amo.on.ca>
Sent: Monday, November 21, 2016 4:36 PM
To: Lisa Slomke
Subject: AMO Policy Update - Province Releases Discussion Paper on Expanding Medical Responses through Fire Services
Attachments: Expanding Medical Responses Discussion Paper MOHLTC Nov 21 2016.pdf

November 21, 2016

Members' Update: Province Releases Discussion Paper on Expanding Medical Responses through Fire Services

The Ministry of Health and Long-Term Care (MOHLTC) has released a discussion paper (attached) on a controversial proposal by the Ontario Professional Fire Fighters Association (OPFFA). The proposal would allow full-time firefighters, who are also certified primary care paramedics, to provide patient care in a tiered response situation. The Province says this approach would be voluntary for municipalities. AMO flagged this consultation in our June 14th communique, [Government to Consult on Expanding Medical Responses through Fire Services](#).

Premier Wynne, speaking at both the June OPFFA conference and the August AMO conference, clearly said that she and Cabinet want consultations before making an evidence-based decision on this proposal, which is expected early in 2017.

Municipal governments are deeply concerned about the direct and significant impact of the proposal on municipal emergency services, both financially and operationally. We will read the MOHLTC discussion paper carefully, but to date, there has been no evidence or cost-benefit analysis seen that shows such an approach would improve patient outcomes.

Given the lack of evidence, we don't know why this proposal is now a provincial priority, especially as municipalities would bear all the costs, labour challenges, and risks. Fire services are 100% funded by municipalities and only an elected Municipal Council has the authority to determine the level and type of fire protection services needed by its community. We are also concerned that if any Municipal Council agrees to this proposal it would be replicated throughout Ontario by the current interest arbitration system.

Municipal governments strongly prefer to work with the Province to improve and modernize our cost-shared land ambulance/EMS services. Specifically, municipalities have been asking the Province for years now to make improvements to land ambulance dispatch that would directly improve patient outcomes.

The MOHLTC discussion paper provides a clear overview of Land Ambulance and Fire Services Workforce Capacity. It demonstrates both the rising demand for paramedic services and decline in fire-related calls. We are very concerned about using municipal fire services to provide paramedic care – a shared provincial-municipal funding responsibility.

| | Land Ambulance Services | Fire Services |
|-------------------|---|---|
| Number of Workers | <p>~8,000 municipal paramedics province-wide</p> <p>22 dispatch centres across Ontario:</p> <p>11 are ministry-operated</p> <p>11 are operated under transfer payment agreements (6 hospitals, 4 municipalities, 1 private)</p> | <p>30,000 firefighters in Ontario (~11,300 are full-time, ~19,300 volunteer, ~300 part-time)</p> <p>Over 400 fire departments [municipal - 32 are full-time, 191 composite, 226 volunteer. Northern Fire Protection Program (NFPP) – 1 composite, 48 volunteer]</p> |

| | | |
|---|---|---|
| Number of calls and percent change in calls | Approximately 1 million calls in 2014 Number of patients transported by land ambulance increased by about 3.5% year-over-year from 2009-2014 | Fire services respond to more than 400,000 calls annually (461,830 in 2014) of which less than 19,000 were fire-related (4-5% of all calls). The number of fire-related responses has dropped 35% since 2005. |
| Average Cost Per Hour | 2014 average cost per hour \$213 | 2014 average cost per hour \$331 |

Source: MOHLTC November 2016

AMO will fully review this discussion paper (attached) through its Task Force, which includes membership from Northwestern Ontario Municipal Association (NOMA), Federation of Northern Ontario Municipalities (FONOM), Emergency Services Steering Committee (ESSC), Ontario Association of Paramedic Chiefs (OAPC), and Ontario Association of Fire Chiefs (O AFC).

Over the next months, MOHLTC will hold separate meetings with municipal employers, unions and associations, as well as technical medical advisors and will also accept written submissions from these stakeholders. AMO will take the lead in organizing these MOHLTC consultation meetings for municipal employers, including ROMA, OSUM, NOMA, FONOM, LUMCO, MARCO, EOWC and WOWC, along with the municipal staff associations we have been working closely with on this matter.

AMO will update members as this matter develops.

For more information, please contact:

Monika Turner, Director of Policy, mturner@amo.on.ca, 416-971-9856 ext. 318.

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Ministry of Health and Long-Term Care

Patients First: Expanding Medical Responses

Discussion Paper

November 2016



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Introduction: Purpose and Scope

The ambulance system in Ontario is a key component in supporting the Ministry of Health and Long-Term Care's *Patients First: Action Plan for Health Care* by providing access to care.

The Ministry of Health, and Long-Term Care (MOHLTC) is leading the government's public consultations on the potential expansion of municipalities choosing to use the services of full-time firefighters who are also employed as paramedics with a Province of Ontario certified ambulance service, to provide patient care up to the Primary Care Paramedic level in tiered response conditions, and put in place the appropriate provincial oversight regime to ensure high-quality patient care. "Tiered response" is defined as the response of more than one emergency agency to an emergency medical incident.

Tiered response provides an additional access point to emergency services.

The number of patients transported by land ambulance is increasing year-over-year at approximately a 3.5% growth rate from 2009-2014.¹ Currently, Ontario's ambulance system transports approximately 1,000,000 patients.²

In response to this growing demand for ambulance services, the government is undertaking a multi-year modernization of the services that will improve patients' journeys, increase the availability of ambulances, improve response times and ensure sustainability. This will mean:

- More ambulances available for higher acuity patients by having a more accurate dispatch triage tool;
- Fewer responses required for lower acuity patients through dispatch diversion strategies;
- Patients receive the right care, faster, avoiding ambulance offload delays by creating alternate destination strategies; and,
- Enhanced evidence-based decision making by improving data collection and analytics.

The ministry is engaging targeted stakeholders to receive feedback into whether there is existing capacity for full-time firefighters to provide an additional access point for higher acuity patients (Canadian Triage and Acuity Scale - CTAS 1 patients that represent 1%

¹ Ministry of Health and Long-Term Care, Computed Aided Dispatch (CAD) Database

² Ibid

of patients transported)³. This would be an optional model that municipalities can choose to implement at Councils' discretion based upon local decision and needs.

The purpose of this consultation is to gather the necessary information and evidence to determine the viability of the optional service of expanding medical responses and the necessary components of such a program:

| Topic | Sample Question |
|---|---|
| Labour Agreement Impacts | <ul style="list-style-type: none"> What is the potential impact of the proposed model for front-line workers? |
| Capacity of workforce | <ul style="list-style-type: none"> What may be required to build the capacity of your workforce to deliver on the proposed model? |
| Municipal interest and readiness (early adopters) | <ul style="list-style-type: none"> Can your organization identify potential municipalities that may adopt the proposed model in the near future? |

Generally speaking, in Ontario, firefighters and paramedics have very different scopes of practice (roles and responsibilities), training backgrounds, and mandate that would require a further exploration of the proposal's impacts on patient outcome, municipal and provincial oversight and delivery, employment of emergency health service personnel, and overall impacts on legislation and funding of existing services.

When considering changes to land ambulance services, the ministry uses an evidence-based approach – any change to services must contribute to improving patient outcomes, financial sustainability and government priorities.

While legislative changes may be required should this model be implemented (e.g. to provide provincial regulatory oversight), legislative changes regarding responsibilities for service delivery (e.g. municipal Councils' responsibility to determine the services provided by fire departments) and the associated costs (e.g. the costs of services delivered by fire departments will continue to be the responsibility of the municipality) are out-of-scope of this discussion and consultation.

³ CTAS is a five-level triage scale with the highest severity level 1 and lowest severity level 5 used to assign a level of acuity in patients and more accurately define the patient's needs for care primarily based on the optimal time to medical intervention.

The Consultation Process

The government is seeking advice and input through a combination of a discussion paper and voluntary, web-based survey for written feedback from employers and other technical experts. Questions like the ones above will be referenced in the survey.

As this optional service may impact numerous government levels (municipal, provincial), bargaining agencies, employers, physicians, and patients, all with diverse interests and positions, the government will be consulting with these groups to ensure that the proposed model benefits patients.

It is expected that there is a diverse range of stakeholders with differing interests and positions. The goal of consultation is to determine service viability and opportunities.

Background on Ambulance Services

The ministry has legislated provincial accountability and must balance the broader health care system and integration with other health care providers - ensuring that patients receive the right care, at the right time, in the right place.

Ontario's current emergency health services system is designated to service the entire province and its more than 13.7M citizens. The system currently transports more than 1,000,000 patients each year.⁴

Under the *Ambulance Act* the ministry has the duty and power under legislation to:

1. Ensure a balanced and integrated system of ambulance service and ambulance communication services (land and air);
2. Provide, alone or with others, and fund ambulance dispatch services;
3. Establish and ensure compliance with standards for the management, operation, and use of such services;
4. Monitor, inspect, and evaluate ambulance services and investigate complaints relating to ambulance services; and,
5. Designate hospitals as base hospitals to provide certification, delegation of medical acts, continuing medical education and monitoring of Paramedics.

Under the *Ambulance Act*, municipalities are responsible for the costs and for ensuring the proper provision of land ambulance services in accordance with the needs of persons in the municipalities by:

⁴ Ministry of Health and Long-Term Care, Computed Aided Dispatch (CAD) Database

- Operating or selecting persons to provide land ambulance services;
- Entering into agreements for the management, operation and use of land ambulances;
- Ensuring the supply of vehicles, equipment, services, information, and staffing;
- Determining the appropriate level of service;
- Developing deployment plans for the delivery of service
- Ensuring the local emergency preparedness and response; and,
- Providing local administration and ensuring compliance with the Ambulance Act, regulations and standards.

The ministry provides:

- 50% of approved costs of providing municipal land ambulance services
- 100% of approved costs for dispatch
- 100% of approved First Nations ambulance services' costs
- 100% of the approved base hospital costs

The regulatory framework under the *Ambulance Act* only applies to certified ambulance services and the paramedics they employ and does not extend to patient care delivered by others (e.g. fire services). As a result, the Minister's duties and powers are restricted to the regulation of ambulance services and do not extend to others.

If others were to provide the same scope of practice, to the same patients, at the same scene as paramedics regulated under the *Ambulance Act*, there is an expectation that these would have a framework that is the same or similar to paramedics.

Context: Current Role of Paramedics Versus Firefighters

In Ontario, health care services and patient care are provided by regulated practitioners such as physicians, nurses, and paramedics. Public safety services are provided by public safety officials such as firefighters and police.

Some of the key differences are noted below:

| | Health Care | Public Safety |
|--------------------------------|--|---|
| | Paramedics | Firefighters |
| Legislation Governing Services | <i>Ambulance Act</i> | <i>Fire Protection and Prevention Act (FPPA)</i> |
| Associated Provincial Ministry | Ministry of Health and Long-Term Care (MOHLTC) undertakes a monitoring/regulatory role, establishing | Ministry of Community Safety and Correctional Services (MCSCS) the Office of the Fire |

| | Health Care | Public Safety |
|--|--|--|
| | Paramedics | Firefighters |
| | patient care standards, certifying ambulance services operators and conducting investigations related to ambulance services | Marshall and Emergency Management (OFMEM) provides guidelines and training and administers the FPPA |
| Provincial Standards | There is regulated performance reporting (province-wide) for Emergency Medical Services (EMS) | There are no legislated provincial standards for the delivery of fire service programs, including first aid. Most fire services point to standards developed by the National Fire Protection Association (NFPA) headquartered in the USA |
| Municipal Responsibility for Services | 50 upper-tier municipalities Municipalities are responsible for the cost and proper provision of land ambulance services in accordance with the needs of persons in the municipality | ~ 400 lower-tier municipalities Municipalities are responsible for establishing the necessary level and type of fire protection services in accordance with their needs and circumstances |
| Funding | 50-50 cost sharing initiative between the province and municipalities for ambulance services 100% provincial funding for ambulance dispatch services, approved costs for services in First Nations communities and territories without municipal organization | 100% funded by lower-tier municipalities (provincial cost sharing for fire protection services does not exist) |
| Dispatch Services | EMS uses centralized dispatch services | Each fire service is responsible to establish alone or with others fire dispatch |
| Examples of Bargaining Units for Employees | CUPE (paramedics) CAW (paramedics) SEIU (paramedics) OPSEU (paramedics) Unifor (paramedics) | OPFFA (full-time firefighters) |

While there are legislated provincial standards for the delivery of land ambulance services, there are currently no legislated provincial standards for the delivery of fire service programs, including first aid. No reference is made regarding medical responses by fire services under the *Fire Protection and Prevention Act*.

While upper-tier municipalities (i.e. regional government) have discretion to provide services based upon the needs of their municipality for land ambulance services, lower-tier municipalities (i.e. cities, towns) establish the necessary level and type of fire protection services based upon their needs.

Notification of medical calls is established through a tiered-response agreement that is negotiated between the upper-tier and the lower-tier municipalities.

Under the *Fire Protection and Prevention Act* (FPPA), municipalities are responsible for the delivery of fire protection services in their communities. Municipalities must determine the appropriate level of fire protection services, including public fire safety education, fire prevention services and fire suppression services for their community based on municipal circumstances.

A number of municipalities in Ontario, through their fire departments, respond to some medical calls based on the tiered response agreements with varying capabilities.

With the exception of CTAS 1 patients, medical evidence suggests that there is little if any benefit to tiered response; as such, some municipalities are decreasing the number of medical calls to which its fire service respond.

Simultaneous Notification Pilots

One way the ministry is working on leveraging the capacity of full-time firefighters in medical emergencies is through the simultaneous notification pilots to determine if earlier notification to fire services on a sub-set of ambulance calls would improve patient outcomes.

In 2010, the Office of the Fire Marshal of Ontario requested that their fire dispatch services receive notification of critical incidents and medical emergencies simultaneously with emergency medical providers in order to improve fire service response times.

To examine the effectiveness of new data sharing processes and techniques, the ministry launched the 2014 Emergency Medical Services—Technology Interoperability Framework (EMS-TIF) project. This project completed its mandate to deliver three potential technology solutions to improve communications with ambulance and fire services via projects. One of these technologies was Simultaneous Notification, a system that automatically notifies a fire dispatch service to respond in the event of an emergency call for medical assistance, as determined by existing municipal tiered response agreements.

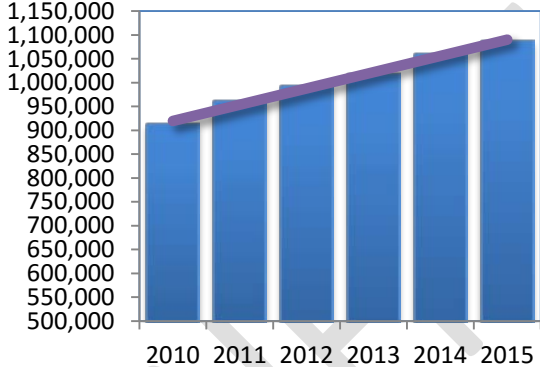
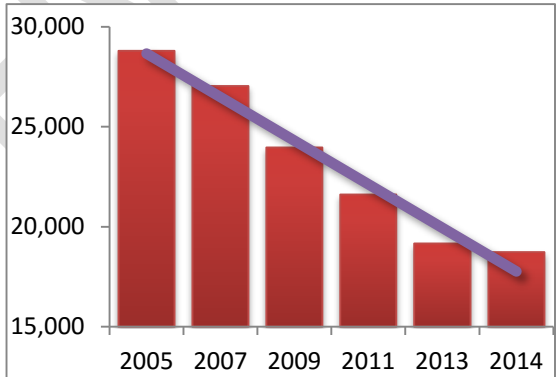
The other two projects are the Real Time View (RTV) and Bidirectional Data Sharing/Interoperability Capability:

- **RTV** provides decision-support information in real time to assist paramedic service supervisors in on-scene support decisions, management of offload delays within the hospital emergency department and resource management decisions (proactive ambulance additions, paramedic overtime/meal breaks, etc.).
- **Bidirectional Data Sharing/Interoperability Capability** provides a technology capable of supporting the secure sharing of data between ministry ambulance dispatch systems and related municipal systems, such as an electronic patient care report (ePCR).

Currently, the ministry works with municipalities to assist with dispatch functions and currently dispatches more than 100 fire departments and provides tiered response notification to 290 fire departments to respond to medical emergencies along with paramedic services.

The government will use an evidence-based approach to determine the future direction of Simultaneous Notification.

Overview of Capacity of Workforce

| | Land Ambulance Services | Fire Services |
|---|--|--|
| Number of Workers | ~8,000 municipal paramedics province-wide 22 dispatch centres across Ontario: 11 are ministry-operated 11 are operated under transfer payment agreements (6 hospitals, 4 municipalities, 1 private) ⁵ | 30,000 firefighters in Ontario (~11,300 are full-time, ~19,300 volunteer, ~300 part-time) ⁶ Over 400 fire departments [municipal - 32 are full-time, 191 composite, 226 volunteer, Northern Fire Protection Program (NFPP) – 1 composite, 48 volunteer] ⁷ |
| Number of calls and percent change in calls | <p>Approximately 1 million calls in 2014⁸ Number of patients transported by land ambulance is increasing year-over-year at approximately a 3.5% growth rate from 2009-2014⁹</p> <p>Total Patients Transported (Land/Air)¹⁰</p>  | <p>Fire services respond to more than 400,000 calls annually (461,830 in 2014) of which less than 19,000 were fire-related (4-5% of all calls).¹¹ There has been a 35% reduction in the number of fire-related responses since 2005.¹²</p> <p>Number of Fire-related Calls in Ontario 2005-2014¹³</p>  |
| Average Cost Per Hour | 2014 average cost per hour \$213 ¹⁴ | 2014 average cost per hour \$331 ¹⁵ |

⁵ Ministry of Health and Long-Term Care, Human Resource Report from the Ambulance Services

⁶ Ministry of Community Safety and Correctional Services

⁷ Ibid

⁸ Ministry of Health and Long-Term Care, Computed Aided Dispatch (CAD) Database

⁹ Ministry of Health and Long-Term Care, Computed Aided Dispatch (CAD) Database

¹⁰ Ibid

¹¹ 2013 and 2014 Ontario Municipal Benchmarking Initiative (OMBI) Report and Office of the Fire Marshal

¹² 2013 and 2014 Ontario Municipal Benchmarking Initiative (OMBI) Report

¹³ Ibid

¹⁴ Ministry of Health and Long-Term Care, Computed Aided Dispatch (CAD) Database

¹⁵ 2013 and 2014 Ontario Municipal Benchmarking Initiative (OMBI) Report

Paramedic Versus First Responder

Paramedics provide a medical response with provincial legislative standards (including protection of personal health information, legislated medical oversight, penalties for offences).

There are three levels of paramedic scope of practice in Ontario. The ministry is exploring the potential option to allow eligible municipalities to choose to allow full-time firefighters to provide care up to the first level (Primary Care Paramedic level):

- PCP: Primary Care Paramedic
- ACP: Advanced Care Paramedic
- CCP: Critical Care Paramedic

Emergency Medical Responder (EMR) is considered a basic level for medical responses and firefighters are typically trained to this level. EMRs are not permitted to perform as a paramedic as the paramedic scope of practice is dramatically expanded beyond that of the EMR level of training.

EMRs typically perform first aid, oxygen administration and automated external defibrillation (AED).

First aid is used to help an injured person until medical treatment is available (e.g. physician, paramedic).

First Aid patient assessments use an ABC principle:

- a) Airway - keep a path open for air to go from the mouth to the lungs. For example, turning an ill person on their side if they have vomited or a choking person with no airway can be helped with abdominal thrusts, sometimes called the Heimlich maneuver.
- b) Breathing - move air from the outside into the lungs. For example, blowing air into someone else's mouth while holding their nose shut and watching their chest rise from the air you blow in.
- c) Circulation (or Compressions) – CPR.

In Ontario, the *Fire Protection and Prevention Act* governs fire services and does not obligate fire services to respond to medical emergencies – and accordingly have no specific regulatory oversight under the *Fire Protection and Prevention Act* for this purpose (as ambulance services do under the *Ambulance Act*). In addition, unlike paramedics, firefighters are not a prescribed Health Information Custodian under the *Personal Health Information Protection Act*.

Paramedics are authorized to perform several controlled medical acts and complex medical care not currently provided by firefighters.

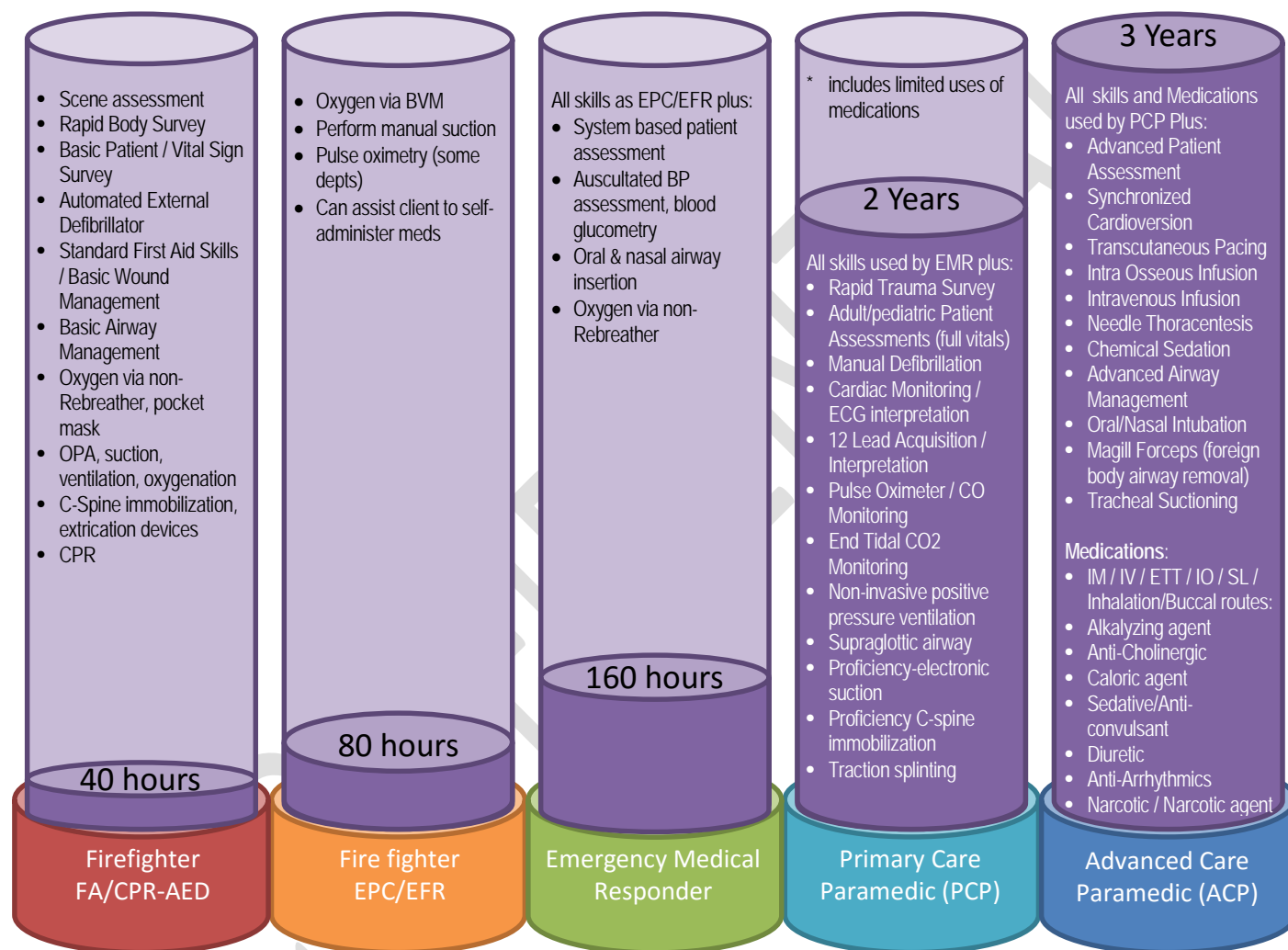
For instance:

| Proficiency |
|---|
| Cardiopulmonary Resuscitation - Health Care Providers (CPR-HCP) |
| 12-Lead ECG |
| manual defibrillation |
| patient immobilization |
| blood glucose testing |
| oxygen therapy |
| pulse oxymetry monitoring |
| Initiate an Intravenous (IV) Line |
| Monitor IV with normal saline, Thiamine, multivitamin preparations and potassium chloride (KCL) |

| Medication |
|----------------------------------|
| Naloxone (Narcan) |
| Glucagon |
| Acetaminophen (Tylenol) |
| Epinephrine (syringe administer) |
| Ketorolac (Toradol) |
| Salbutamol (Ventolin) |
| Glucose IV |
| Gravol IV |
| Dimenhydrinate (Gravol) |
| Nitroglycerine (spray) |
| Acetylsalicylic Acid (ASA) |

Skills and Knowledge Guide for Pre-hospital Care in Ontario

The diagram below provides a general illustrative overview of the different skills and knowledge attained by firefighters and paramedics.



Conclusion

The ministry recognizes and respects the important expertise that your organization brings to the table. Your contribution will help inform next steps as the ministry explores the viability of this optional service and opportunities to improve overall patient experience.

Roy Avis

From: AMO Communications <Communicate@amo.on.ca>
Sent: November-17-16 9:01 AM
To: Roy Avis
Subject: AMO WatchFile - November 17, 2016

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November 17, 2016

In This Issue

- ECO's report details importance of asset management, stormwater fee tools.
- Call for comments on *Construction Lien Act* Review.
- Save up to 25% on personal home & auto insurance.
- Compare data and implement best practices using MIDAS.
- Careers.

Provincial Matters

The Environmental Commissioner of Ontario (ECO) released a [report](#) on stormwater charges and asset management planning, to support decision-making and funding of municipal stormwater infrastructure. Stormwater facilities provide critical services to communities in the face of changing weather and to manage source water quality. Infrastructure funding challenges continue for many municipalities and flexible, rate based financing can be an appropriate tool to meet local needs.

The Ministry of the Attorney General is looking for feedback from AMO next week on the recent [Construction Lien Act Review](#). To participate and learn more, please contact [Amber Crawford](#).

LAS

LAS and Cowan Insurance partner to offer Ontario municipalities an exclusive personal home and auto insurance program for staff members and elected officials. Save up to 25% off regular rates. [Get your free quote today!](#)

Municipal Matters

The [Municipal Information & Data Analysis System](#) (MIDAS) can query 15 years of municipal FIR data and generate 'true peer' comparison groups based on many variables. It can analyze and report on trends and empower staff and council through better information and insight. Watch a MIDAS [video](#) to see what MIDAS can do for you - free of charge to all Ontario municipalities. To get access, email midasadmin@amo.on.ca today.

Careers

[Policy Intern](#) - AMO. Assisting Senior Advisors and the Director of Policy, the successful candidate will support AMO's policy development process. Please apply in confidence to hr@amo.on.ca by Friday, January 20, 2017 at 12 noon.

[Director of Economic Development and Tourism](#) - City of Brantford. Job ID number 255. To apply online, please visit the City of Brantford [website](#) and click on Current Opportunities. Closing date for

applications: 4:30 p.m., Thursday, November 24, 2016.

Chief Executive Officer - Niagara Regional Housing. If you are interested in applying for this position, email your resume, in confidence, to Organization Consulting Limited at NRHCEO@oclsearch.ca, or contact Robert Johnston, President, at 416.385.9975.

Chief Administrative Officer - Kawartha Conservation. Please visit Kawartha Conservation for a full job description. Applicants are required to electronically submit a cover letter and resume (in MS WORD or ADOBE PDF) no later than Friday, December 16, 2016 to: Confidential@KawarthaConservation.com.

Senior Policy Analyst, Social Assistance #19841 - York Region. Department: Community and Health Services, Social Services Branch. Location: Newmarket. Temporary Full-Time, Approx. 15 months. Please apply online at York Region Careers by November 28, 2016, quoting competition number 19841.

Senior Planner - Sustainability Coordinator - Town of Whitby. Application Deadline: Monday, November 28, 2016. To apply, please quote Posting Reference No.: 16-F041-510H, and fax, mail or email your application/resume to: The Corporation of the Town of Whitby - Human Resource Services, 575 Rossland Road East, Whitby, ON L1N 2M8. Fax: 905.430.4340, Email: jobs@whitby.ca.

Call for BAO Board of Director Applicants - Bereavement Authority of Ontario (BAO). The BAO is seeking four (4) skills-based Directors for BAO's first permanent Board of Directors. Application deadline: December 16, 2016. For more information not included in this Call for Applicants, please contact Lisa Padgett, Manager of the Office of the Register and Board of Directors: 647.483.2645 ext. 202 or lisa.padgett@thebao.ca.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](https://twitter.com/AMOPolicy) on Twitter!

AMO Contacts

AMO Watch File Team, Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

MEPCO Municipal Employer Pension Centre of Ontario

Media Inquiries, Tel: 416.729.5425

Municipal Wire, Career/Employment and Council Resolution Distributions

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



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November 24, 2016

In This Issue

- Summary of National Housing Strategy Input released.
- LAS LED Streetlight Program shines bright!
- Reduce municipal group benefits costs with LAS.
- Careers with AMO, LAS and King Township.

Federal Matters

The Government of Canada has released [a report](#) summarizing input received on the National Housing Strategy consultation. AMO made a submission, which can be accessed [here](#).

LAS

Our [LED Streetlight program](#) has been [recognized by the World Bank](#) as being among the most efficient and successful delivery models in the world. As well, we accepted the Canadian Lightsaver of the Year Award on behalf of LAS and our partners at the 2016 National Summit hosted by Lightsavers Canada and the CUI this past Friday. Contact [Jeff Barten](#) to find out more about our success!

LAS and Mosey & Mosey partner to offer a municipal group benefits program for staff and elected officials. If your municipality does not have a group benefits plan or it is not through an aggregated consortium, you could be leaving money on the table. Contact LAS for a [free, no obligation quote today](#).

Careers

[Policy Intern - AMO](#). Assisting Senior Advisors and the Director of Policy, the successful candidate will support AMO's policy development process. Please apply in confidence to hr@amo.on.ca by Friday, January 20, 2017 at 12 noon.

[Municipal Energy Specialist \(Eastern Ontario\) - LAS](#). The Municipal Energy Specialist is responsible for identifying and implementing energy and cost saving opportunities at the municipal level. Please apply in confidence to hr@amo.on.ca by December 9, 2016 at 12:00 p.m.

[General Manager of Operations - King Township](#). Please forward your resume by December 9, 2016 to: Human Resources, 2075 King Road, King City, ON L7B 1A1. Email: hr@king.ca. Job description available on the King Township [website](#).

About AMO

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Vibrant · Creative · Caring

November 18, 2016

Maryann Weaver, Clerk
The Township of the Archipelago
9 James Street
Parry Sound, ON P2A 1T4

Dear Ms. Weaver,

RE: Improving Ontario's Intensive Therapy funding/service for Children with Autism

At their regular meeting of November 7th, 2016, Council of the Town of Pelham received the Township of the Archipelago resolution for Improving Ontario's Intensive Therapy funding/services for Children with Autism and endorsed the following resolution:

BE IT RESOLVED THAT Council of the Town of Pelham endorse and support the resolution from the Township of the Archipelago regarding improving Ontario's Intensive Therapy Funding/Services for children with Autism.

A copy of the original resolution is enclosed for your information. On behalf of Council, thank you for this important correspondence.

Yours very truly,

A handwritten signature in dark ink, appearing to read "Nancy J. Bozzato", is written over a horizontal line.

(Mrs.) Nancy J. Bozzato, *Dipl.M.M., AMCT*
Town Clerk

/jm
Encl.

c.c. Hon. Michael Coteau, Minister of Children and Youth Services
Nancy Matthews, Deputy Minister
Hon. Kathleen Wynne, Premier of Ontario
All Ontario municipalities

From the Clerk's Department



**Administrative
Services**



The Corporation of
THE TOWNSHIP of The Archipelago

9 James Street, Parry Sound, Ontario P2A 1T4
 Email: mweaver@thearchipelago.on.ca
 Phone: 705-746-4243 ext. 301 • Fax: 705-746-7301

October 20, 2016

Hon. Michael Coteau
 Minister of Children and Youth Services
 14th Floor
 56 Wellesley Street West
 Toronto, Ontario M5S 2S3

RE: Improving Ontario's Intensive Therapy funding/services for Children with Autism

Please be advised that this matter was heard by Council at its Council meeting held on October 14, 2016, and in this regard Council adopted the following resolution:

16-169

**Moved by Councillor Lundy
 Seconded by Councillor Frost**

WHEREAS Autism Spectrum Disorder is now recognized as the most common neurological disorder affecting 1 in every 94 children, as well as their friends, family and community; and

WHEREAS Applied Behaviour Analysis (ABA) is the scientific process based on objective evaluation and empirically based interventions used to achieve meaningful, generalizable and enduring behavioural change. Intensive Behavioural Intervention (IBI) is an application of the principles of ABA in an intensive setting used to affect behaviour change and improvement; and

WHEREAS the current waiting list of children for Intensive Behaviour Intervention (IBI) is over 2,000 and more than 13,000 children await Applied Behaviour Analysis (ABA); and

WHEREAS the province of Ontario has announced it intends to discontinue IBI services to children over the age of four and provide a one-time payment to assist with services, thereby abandoning thousands who have been wait-listed for years; and

WHEREAS there are two service models for affected children to be treated, 1) the Direct Service Offering (DSO) where children receive services directly from trained staff at Ontario's nine regional service providers, and 2) the Direct Funding Offering (DFO) where parents receive funding directly in order to purchase services; and

28
Nov 7

WHEREAS the DFO model to provide services is used in Alberta, British Columbia and imminently Saskatchewan. Such a model is clinically rigorous and has been identified by the Auditor General of Ontario as being less expensive than Ontario's DSO model;

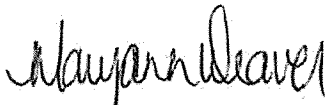
THEREFORE BE IT RESOLVED that a letter be sent to Hon. Michael Coteau, Minister of Children and Youth Services; Nancy Matthews, Deputy Minister ; Hon. Eric Hoskins, Minister of Health; and Hon. Kathleen Wynne, Premier of Ontario, requesting the Province to:

1. Amend its policy to one that will allow all children on the current waiting list to receive the IBI services promised to them; and
2. Remove the age limit for IBI therapy and replace it with a program that provides ongoing IBI services based on need and individual development, not age; and
3. Ensure oversight by professionals and parents based on 'development process' criteria and milestones; and
4. Adopt a Direct Funding Offering (DFO) model in lieu of the current Direct Service Offering (DSO) model.

AND FURTHER THAT a copy of this resolution be forwarded to all municipalities within the Province of Ontario.

Carried.

Regards,



Maryann Weaver
Clerk

cc Nancy Matthews, Deputy Minister
Hon. Eric Hoskins, Minister of Health
Hon. Kathleen Wynne, Premier of Ontario
All Ontario Municipalities

Township of McKellar

P.O. Box 69, McKellar, Ontario P0G 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

VIA EMAIL

November 22, 2016

The Honourable Kathleen Wynne
The Honourable Brad Duguid
The Honourable Bob Chiarelli
Norm Miller, MPP for Parry Sound-Muskoka
Association of Municipalities of Ontario (AMO)
Federation of Northern Ontario Municipalities (FONOM)
Rural Ontario Municipal Association (ROMA)
All Ontario Municipalities

Please be advised that at its regular meeting held, Monday November 21, 2016 the Council of the Township of McKellar passed the following resolution:

RESOLUTION: 16-384

WHEREAS the *Fire Protection and Prevention Act, 1997*, legislates that fire prevention, public education and fire protection services are a mandatory municipal responsibility;

AND WHEREAS there are a total of 449 Fire Departments operating in the province comprised of 32 Full-Time Departments, 191 Composite Departments and 226 Volunteer Departments with 11,376 Full-Time Firefighters, 19,347 Volunteer Firefighters and 343 Part-Time Firefighters staffing these departments;

AND WHEREAS the fire service represents a significant percentage of small, rural and northern municipalities' managed capital assets;

AND WHEREAS the Municipal Fire Department and associated assets represent critical municipal infrastructure;

AND WHEREAS there are currently no funding opportunities available from the Provincial or the Federal Government for the equipment, training, maintenance, operating or capital requirements of local fire departments;

NOW THEREFORE BE IT RESOLVED that the Council of the Township of McKellar hereby petition the Provincial Government to recognize the municipal fire service as critical infrastructure by including funding for Fire Department infrastructure as part of the Provincial Governments Infrastructure Strategy to Move Ontario Forward;

AND FURTHER that a copy of this resolution be sent to the Premier of Ontario, the Minister of Economic Development, Employment and Infrastructure, Norm Miller, MPP for Parry Sound-Muskoka, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), the Rural Ontario Municipal Association (ROMA) and all Ontario municipalities.

As per the above resolution, please accept this correspondence for your information and consideration.

If you have any questions please do not hesitate to contact undersigned.

Sincerely,

Shawn Boggs
Clerk Administrator
Township of McKellar



Chambre des Communes
House of Commons
CANADA

Ottawa

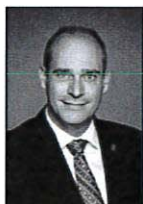
Pièce 718
Édifice de la Confédération
Ottawa (Ontario)
K1A 0A6
Tél. : 613-992-5302

Rimouski

140, rue Saint-Germain
suite 109
Rimouski (Québec)
G5L 4B5
Tél. : 418-725-2562

Dégelis

749, 7e rue Ouest,
Dégelis, (Québec)
G5T 1Y9
Tél: 418-894-6962



**Guy
Caron**

Député / Member of
Parliament

Rimouski-Neigette—
Témiscouata—Les
Basques

Guy.Caron@parl.gc.ca
<http://guycaron.npd.ca>

Ottawa

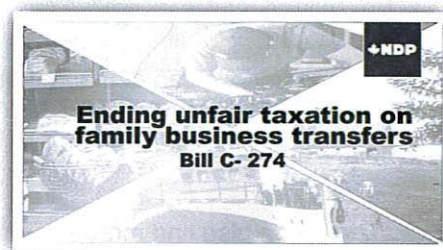
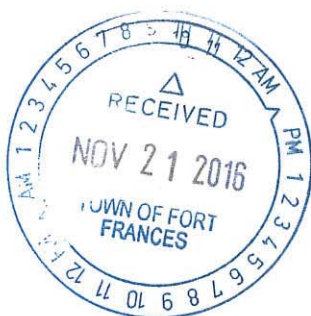
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Dégelis

749, West St. Dégelis,
(Quebec)
G5T 1Y9
Tel: 418-894-6962



Ending unfair taxation on family business transfers

Bill C-274: Transfer of small business, family farm or fishing operation

Dear Sir/Madam:

I am pleased to write to you today to ask for your support for my Private Member's Bill to end unfair taxation on family business transfers. The vote will take place Winter 2017.

Bill C-274 seeks to facilitate the transfer of small businesses, family farms and fishing operations between members of the same family. Specifically, it would give owners and buyers in the same family the same rights and privileges extended to non-related persons involved in a transaction.

In Canada, when an individual sells a business to a family member, the difference between the sale price and the price originally paid is considered a dividend. If the individual sells the business to an unrelated person, it is considered a capital gain. That makes it highly disadvantageous to transfer a business to a family member because the transaction does not include the right to a lifetime exemption and is more heavily taxed. This unfair situation penalizes our small businesses, family farms and fishing operations.

Owners of small businesses, family farms and fishing operations all agree that current tax rules discourage the transfer of their businesses to their children. Bill C-274 would remedy that by helping to ensure local businesses remain in the hands of local people. Not only would this legislation protect family businesses, but it would also create local jobs.

Since introducing my bill in the spring, I have received support from numerous farming, fishing and small business organizations, as well as from chambers of commerce across the country:

"Many small business owners are telling us that tax rules discourage them from passing on their firm to their children. Mr. Caron's bill addresses this unfairness and will help small business owners ensure their firm remains locally owned, creating and protecting local jobs."

Dan Kelly, President, Canadian Federation of Independent Business

"Simply put, if taxation barriers aren't addressed, we will see fewer and fewer family farms in Canada. We support Mr. Caron and his colleague's commitment to addressing these tax burdens that could cause significant administrative burden, cost..."

Ron Bonnett, President, Canadian Federation of Agriculture

"Bill C-274 will mean security for many of our members who have already begun the steps to transfer their business to one of their children. It's absurd that the current rules do not give business owners any incentive to keep their business in the family. Many of our convenience

Name of MP: _____
 Name of riding: _____
 House of Commons
 Ottawa, Ontario
 K1A 0A6

Bill C-274: Transfer of small business, family farm or fishing operation

Dear Member of Parliament:

I am writing to ask that you support Bill C-274, Guy Caron's Private Member's Bill.

Bill C-274 seeks to facilitate the transfer of small businesses, family farms and fishing operations between members of the same family. Specifically, it would give owners and buyers of the same family the same rights and privileges extended to non-related persons involved in a transaction.

In Canada, when an individual sells a business to a family member, the difference between the sale price and the price originally paid is considered a dividend. If the individual sells the business to an unrelated person, it is considered a capital gain. That makes it highly disadvantageous to transfer a business to a family member because the transaction does not include the right to a lifetime exemption and is more heavily taxed. This unfair situation penalizes our small businesses, family farms and fishing operations.

It is time to level the playing field to ensure the survival of family businesses. Your support for Bill C-274 at second reading is essential to end this unfair tax, which is threatening the survival of local business.

As a member of Parliament, you have an opportunity to end this unfair treatment while protecting family businesses and contributing to local job creation. I am counting on your support.

Sincerely,

Name:
Name of business or organization:
Address:
Telephone number/email address:

c.c.:

Guy Caron (Member of Parliament for Rimouski-Neigette—Témiscouata—Les Basques and NDP Finance Critic)
 Bill Morneau (Minister of Finance)

Fort Frances Museum & Cultural Centre



259 Scott Street
Fort Frances, ON P9A 1G8
807 274-7891

Fax: 807 274-4103

www.fort-frances.com/museum

sgeorge@fort-frances.com

Find us on Facebook!



Fall 2016



Library display case showing some components of our gala theme!

Intern: Lauren Hyatt

Once again, through the generous assistance of the Northern Ontario Heritage Fund Corporation, we have hired a one-year intern position. We welcome Lauren Hyatt, our new Events and Programming Coordinator, who will continue with the development of interactive display components and will lend an experienced hand with programming around our Canada 150 exhibits and events. Lauren, originally from South Africa, obtained a Master of Performing Arts at Lethbridge University in Alberta, prior to moving here. She has experience in event planning and has a particular interest in community engagement. We are very happy to have Lauren on board. She comes at a good time... just as we begin construction of the nearby market square and community stage.

If you are in the vicinity, stop by and welcome Lauren to our community.

Lauren has been working on decorations for the Friends Fundraising Gala, coming up on Nov 3. The shield and dragon are decorations that make up the medieval exhibit, part of the 'Night at the Museum' movie theme.

Also shown is a '49 Canadian' lined wooden cooler, hand-made by Eric Fagerdahl for the live auction.

Did I mention that Lauren studied drama? ☺

Friends Fundraising Gala: *Night at the Museum!*

Thursday, November 3rd, 6:30 - 9:30 p.m.

An evening of music, games, live auction, fine wine, delectable eats and more!

Tickets: \$30 in advance or \$35 at the door.

*Dress as a character
from your favourite exhibit,
...or as one of our favourite people:
patrons of the museum!*



Exhibits!

Currently in our main floor gallery, we commemorate 75 years since the **Battle of Hong Kong**. Researched and created by Marjorie Stintzi, service officer and historian with the Royal Canadian Legion branch 54 in Rainy River, this exhibit details the plight of Allied prisoners in Japanese war camps. Many of these stories are of local young men, who with only basic training and lacking sufficient weaponry, were hurriedly sent to Hong Kong, only to lose a major battle and thus spend years - sometimes their remaining years - under brutal conditions in PoW camps.

Last day to view is October 29th.



Above: Best Original Design
First Place: Jamie Nelson (the unicorn)

In our upstairs gallery, we host our first juried **Fibre Arts Festival!** We received a varied selection of pieces: quilting, crochet, needlework, a knitted coat, an appliqued skirt, fantasy creatures made from felted wool, and more!



Left:
Best Use of
Materials
First Place:
Shelley Jordbro

Below:
Best Pattern
Piece
First Place:
Carla Rittau

We're very pleased with the quality of work.

And by the traffic coming in to see, we know we can expect even more submissions the next time we host this event.... two years from now! So all of you who were too shy to exhibit this round... start planning. Competition is sure to be fierce!

Fibre art will be on display until the end of the year. Last date to vote for the People's Choice Award is November 5th.



Opening November 8th and running through December in our main floor gallery, we see the return of **Threadworks**, the fibre arts show that started it all. A very popular exhibit due to the quality and creativity of the work, this will be the last showing of Threadworks, titled *Flashback*. As other fibre arts shows make the rounds, Threadworks organizers are winding down. Although we'll miss the inspiration that fuels our own work, local fibre artists are ready to carry the torch!

For 2017

From January until March, on loan from the Bruce County Museum & Cultural Centre.... comes **Freemasonry, A history hidden in plain sight**.

In recent years we have seen a lot of hype around ancient brotherhoods and secret societies, a phenomena that started with the Dan Brown books (*The DaVinci Code*, *Angels and Demons*) and exploded with a little help from Hollywood. Free Masonry, although a brotherhood that has been around for hundreds of years, saw its beginnings in legitimate business. This exhibit explains some of the symbolism and history that surround the masons. Although Freemasonry, A History in Plain Sight unravels some of the mystery, the story remains eminently fascinating.

We are able to bring in this exhibit through the Museums Assistance Program which helps museums like ours afford the transportation costs of travelling exhibits.



During most of 2017, April through October, we tell the story of transportation. Beginning with the canoe and snowshoe, we follow travel as it developed with the steamships that dominated the river, the trains that ate up miles of track, bush planes that opened up the north and the hundreds of miles of cart-tracks that were replaced by paved highways. The scope of Northwestern Ontario is determined by its ease of navigation... at times murderously slow; more recently almost civilized, but still with a ways to go. Through photographs and local story, we will cover 150 years of history by relating it to transportation, a key component to communication and economy in this part of Canada.

If you have a story, a photo or an artefact that relates to transportation, please share it with us.

To finish off the year, we will be exhibiting fashions over Canada's history. We will be borrowing ten outfits from the Costume Museum of Canada, specifically selected to explain how fashions developed over 150 years. In addition we'll be adding pieces from our own collection. This should be a fun exhibit. As we know, fashion like art, can dazzle you or.... cause you to shake your head and smile. Either way, we hope you'll enjoy our excursion into the realms of fantas... fashion! November and December 2017.

There will be events and programming around all of our exhibits. Information will be included in upcoming newsletters, on our website and Facebook page. As plans take shape, we will also advertise. If there's an event you would like to see, or an idea you would like to share, give us a call at 274-7891. Together we can properly celebrate Canada's 150th Birthday!



Museum Projects

Interactive Programming

The interactive components that will enhance our permanent exhibit themes have received a good start with some focus from our summer intern, Julia Piskiewicz, and technology expertise from Jeremy Hughes. Although the intention is to have tablets that visitors can carry as they make their way through the exhibits, we will also have three fixed units in key locations. We hope to have some aspect of this project up and running prior to Christmas, so watch for that.

William Hampden Tener (Tenner)

We continue to work towards acquiring high resolution digital copies of the Tener photographs. We now have a contract with the Ontario Archives, and work will soon begin on scanning the fragile glass slides. Aaron Cain, a Toronto university student in archives and records management, will be digitizing the photos on our behalf.

As a Canada 150 project, the museum, in partnership with Jim Cumming and Merv Ahrens, have plans to compile and publish these photographs, important for the depiction of every day life in our rural areas.



In preparation for our Canada 150 exhibit on transportation, we are sifting through and setting aside relevant photographs, a process that is much simpler now that Nell Laur has scanned most of our photograph collection. The photo above shows men working on the rail line 1/4 mile above LaVallee during flooding in 1919.

Arts Programming

This fall, the museum has once again partnered with Friends of the Museum to offer arts programming to our community. Together we pay for artists to lead workshops, plus cover the costs of advertising. Adult participants pay for materials only. ***You must prepay, one week prior, to hold your spot.***

In this way, costs for programming are within reach for most of our community.

Below is our line-up for programming taking place prior to Christmas. In the new year, we'll post the new schedule.

Adults (age 12 and up)

Beginner Sewing: Sat Nov 5 & 12, 1-4 p.m. at the Museum; need sewing machine & measuring tape
Instructor: Judy Kielczewski; Cost: \$15; Deadline for registration: Oct 29

Creating fused glass Christmas ornaments: Mon Nov 7, 5-9 p.m. at "From the Grind Up"
Instructor: Cher Pruys, Cost: \$40, Deadline for registration: Oct 31st

Christmas wreaths: Sun Nov 20, 1-4 p.m. at the Museum
Instructor: Jen Coats; Cost \$35; Deadline for registration: Nov 12

Creating fused glass Christmas ornaments: Sat Dec 3, 1-4 p.m. at the Museum
Instructor: Cher Pruys, Cost: \$40, Deadline for registration: Nov 25

Christmas cross-stitch: Sat Dec 10, 1-4 p.m. at the Museum
Instructor: Carla Rittau; Cost: \$5; Deadline for registration: Dec 6.

Christmas centre-piece: Wed Dec 21 at the Museum
Instructor: Jen Coats; Cost \$25; Deadline for registration: Dec 14.

Children & Families: \$2 per person or \$5 per family

Come & Go, 1-4 p.m. at the Museum

Sat Oct 29: Halloween Haunt with Lauren Hyatt; games & crafts; come in costume.

Sat Nov 26: Open Studio with Lindsay Hamilton; Christmas crafts.

Additional Workshops

This fall, the Museum has partnered with the Sunset Country Metis on a number of workshops.

One group has been meeting on select Wednesdays to bead.



A weekend this fall was spent making a capote, a coat made from a Hudson Bay blanket. Instructors also spend time explaining the cultural significance behind the craft.

Winter Carnival 2017

Part of our Canada 150 programming will be a winter carnival, planned for the Heritage Day weekend in February. The theme of the event will be old-fashioned winter fun. If you're Canadian, you will have experience with some of these activities... snow-shoeing, bannock on a stick, maple syrup in the snow, ice-fishing, etc. But it may be that you're too young to have played pond hockey, jam-pail curling or been around when someone has been putting up ice. Our winter carnival will include as many of these ideas as we have people interested in helping make this happen. If your group would like to take on one of these events, we're one step closer to a great winter carnival.



We're also looking for people who can provide food. If you're fundraising for an upcoming event, think about making hot soup, hot chocolate or popcorn. Any outdoor exercise, and particularly on a wintry day, can whet the appetite. A little something to fuel the furnace will be appreciated — while providing your group with the opportunity to raise some money.



If you've an idea you would like to pursue, give us a call at 274-7891.

Calendar of Events

- Now thru Dec: Fibre Arts Festival, upstairs gallery — in house.
- Until Oct 29: Battle of Hong Kong, created by Marjorie Stintzi
- Thurs Nov 3rd: Friends Fundraising Gala—*Night at the Museum!*
- Nov & Dec: 'Threadworks' — borrowed from Ontario Needleworkers and Wellington County
- Jan thru Mar 2017: 'Free Masonry, History Hidden in Plain Sight' — Bruce County Museum
- February long weekend: Winter Carnival



Off-season hours: Open Tues thru Sat, 11 a.m. until 4 p.m. Admission by donation.

TOWN OF FORT FRANCESMINUTESSESSION NO. #19November 7, 2016

The meeting of Planning & Development Executive Committee of the Town of Fort Frances was held in the Civic Centre on November 7, 2016 from 8:00 a.m. to 8:11 a.m.

PRESENT: D. Kitowski, Chair, J. Albanese, Councillor, W. Brunetta, Councillor.

ALSO PRESENT: L. Slomke, Clerk, T. Rob, O&F Manager, T. Dennis, CBO/Planner, P. Briere, Secretary.

1. Call to Order
Session #19

2. Disclosure of pecuniary interest and the general nature thereof
None.

3. Approval of Previous Committee Minutes

- 3.1 Approval of October 17, 2016 meeting minutes.
- Approved as circulated.

4. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.
None.

5. In-Camera

- 5.1 Land Rental Inquiry
- An update on the status of this item and what the next steps in the process were provided to the Planning & Development Executive Committee.

Albanese-Kitowski: THAT the Planning and Development Executive Committee now meet in-camera in order to address a matter pertaining to: a proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes; more specifically item 5.1 land rental inquiry.

CARRIED

6. Items Referred from Council

- 6.1 2017 Planning & Development User Fees & Charges.
- The Planning & Development Executive Committee is recommending to approve the report as presented.

7. New Business
None.

8. Outstanding Items
None.

9. Information
None.

10. Non-agenda Items
None.

- 11. **Adjourn / Next Meeting Date - 8:11am**
Monday November 21, 2016.

Executive Committee Chair

Secretary, Planning & Development Executive
Committee

TOWN OF FORT FRANCESMINUTESSESSION NO. #040November 8, 2016

The meeting of Administration & Finance Executive Committee of the Town of Fort Frances was held in the Civic Centre on November 8, 2016 from 12:04 p.m. to 1:22 p.m.

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

ALSO PRESENT: D. Brown, CAO, E. Slomke, Clerk, L. Lindberg, Treasurer, A. Petrin, Human Resources Manager

REGRETS: None.

1. **Call to Order at 12:04 p.m.**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting - None.**
3. **Disclosure of pecuniary interest and the general nature thereof**
 Mayor Avis disclosed an interest in Item 7.3 from this agenda as the travel and per diem claim is his.
 Councillor Perry disclosed an interest in Item 7.4 from this agenda as the travel and per diem claim is his.
4. **Approval of Previous Committee Minutes**
 - 4.1 Session # 039 dated October 18, 2016
 RYAN / BRUNETTA: Approved as presented.
5. **In-Camera - None.**
6. **Items Referred from Council**
 - 6.1 International Early Iron Car Club Request
 The Administration & Finance Executive Committee is prepared to support Items 8, 9 and 10 from the Early Iron Car Club letter dated October 6, 2016. The remainder of the items will be considered after the Community Services Executive Committee collects further information.
7. **New Business**
 - 7.1 Policy Update - Management / Non-Union Salary Administration
 - Agree with recommendation and item will be referred to the Committee of the Whole consent agenda.
 - 7.2 Municipal Elections Modernization Act (Bill 181)
 - Received as information and item will be referred to the Committee of the Whole agenda.
 - 7.3 Mayor Avis - AMO "What's Next Ontario" session Travel & Per Diem Claims
 - Mayor Avis disclosed an interest in this item as the travel and per diem claim being considered is his. He did not speak to the matter nor vote on it.
 - Agree with recommendation and item will be referred to the Committee of the Whole agenda.
 - 7.4 Councillor Perry - AMO "What's Next Ontario" session Travel & Per Diem Claims
 - Councillor Perry disclosed an interest in this item as the travel and per diem claim

being considered is his. He did not speak to the matter nor vote on it. Councillor Ryan assumed chair responsibilities for this item.

- Agree with recommendation and item will be referred to the Committee of the Whole agenda.

7.5 D. Brown, CAO - Purchase Card Expense

- Agree with recommendation and item will be referred to the Committee of the Whole consent agenda.

7.6 2017 User Fees (Administration & Finance and Emergency Services)

- Agree with recommendation and item will be referred to the Committee of the Whole consent agenda.

8. Non-agenda Items - None.

9. Outstanding Items

9.1 When Eagles Fly Program Financial Request

- Agree with recommendation from Police Services Board with no further action taken.

10. Information

10.1 Municipal Policing Bureau letter regarding Arbitration Award Received.

10.2 General Fund (Operating) Actuals as at October 31, 2016 Received.

10.3 Water and Sewer Fund (Operating) Actuals to October 31, 2016 Received.

10.4 Capital Fund Budget vs Actual as at October 31, 2016 Received.

11. Adjourn / Next Meeting Date

11.1 The meeting adjourned at 1:22 p.m.

Executive Committee Chair

D. Brown, CAO

TOWN OF FORT FRANCESMINUTESSESSION NO. #018November 9, 2016

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on November 9, 2016 from 830 a.m. to 10:15 a.m.

PRESENT: Paul Ryan, Chairperson, Doug Kitowski, June Caul, Doug Brown, CAO and Travis Rob.

ALSO PRESENT: Mayor Avis

1. Call to Order

The meeting was called to order at 8:30 a.m.

2. Disclosure of pecuniary interest and the general nature thereof

None.

3. Approval of Previous Committee Minutes

3.1 Minutes of the previous meeting of this Committee on October 19, 2016 - the minutes were approved as circulated.

4. Non-agenda Items

None

5. In-Camera

5.1 A proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes; more specifically 5.1 - Land Rental Inquiry - continue as directed.

Caul - Kitowski That the Operations and Facilities Executive Committee now meet in-camera in order to address a matter pertaining to:

a proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes; more specifically item 5.1 - land rental inquiry

CARRIED

6. New Business

6.1 509 Victoria Avenue - Sewer Damage - Invoice for Costs - the administration report was reviewed and will be forwarded to Council for approval.

6.2 Renewal of Land Use Agreement with Environment Canada to Operate a Reference Climate Weather Station at the Fort Frances Airport - the administration report was reviewed and will be forwarded to Council for approval.

6.3 September 2016 Monthly Drinking Water Summary Report - the administration report was reviewed and will be forwarded to Council for approval.

6.4 Advertisement Request from Bearskin Airlines 3 months in Bear Country Magazine - the administration report was reviewed and will be forwarded to Council for approval.

- 6.5 2016 Landfill Site Inspection Report by Ministry of Environment and Climate Change - the administration report was reviewed and will be forwarded to Council for approval.
- 6.6 2017 Operations and Facilities Division User Fees and Charges - it was recommended to hold bag tag fees and increase the environmental fee to \$5.00.

7. Information

- 7.1 Operations and Facilities Division - Environmental Area - Operations Statistics - August 2016 - the Environmental Area Operations Statistics for August 2016 were reviewed and will be forwarded to Council as information only. No action required.
- 7.2 Operations and Facilities Division - Environmental Area - Operations Statistics - September 2016 the Environmental Area Operational Statistics for September 2016 were reviewed and will be forwarded to Council as information only. No action required.
- 7.3 Fort Frances Wastewater Treatment Facility September 2016 Monthly Report - the Wastewater Treatment Facility September 2016 Report was reviewed and will be forwarded to Council as information only. No action required.
- 7.4 Fort Frances Wastewater Treatment Facility October 2016 Monthly Report - the Wastewater Treatment Facility report for October 2016 was reviewed and will be forwarded to Council as information only. No action required.
- 7.5 Aircraft Landings as of November 2, 2016 - the Aircraft Landings Statistics were reviewed and will be forwarded to Council as information only. No action required.
- 7.6 Sewer and Water Data updated November 4, 2016 - the Sewer and Water Data Statistics were reviewed and will be forwarded to Council as information only. No action required.
- 7.7 2016 Tonnage at the Landfill Site as of November 4, 2016 - the Tonnage at the Landfill was reviewed and will be forwarded to Council as information only. No action required.

8. Adjourn / Next Meeting Date

The meeting was adjourned at 10:15 a.m.

Executive Committee Chair

T. Rob, Manager of Operations & Facilities

Fort Frances Museum Advisory Committee Meeting

Meeting: *Tues Nov 15, 5 p.m.*

Present: Debbie Ballard ✓ Robert Schulz ✓ Mary Hickling ✓ Caren Fagerdahl ✓ Bonny Montgomery ✓
Council representative: Paul Ryan Committee Secretary: Sherry George ✓ Guest: **Jason Kabel**

Minutes from last meeting, Oct 18: adopted as sent.

Governance:

- Time for committee members to re-submit forms should they wish to continue on the Museum Advisory Committee. Attached. Forms can be submitted as per directions on bottom of the form.
- Strategic Planning, Ian Simpson chair. Upcoming meetings have been set for Wed Dec 7, 4 p.m. – Mission, Vision & Values; and Fri Dec 16, 10 – 2 p.m. – to put together survey questions. Sherry will bring Heritage Tourism Plan.

Finance:

- Budget process underway. As the Town is expecting budget shortfalls, we have been asked to submit zero-increase budgets. Discussion is yet to take place re: an assistant, Canada 150 spending or acquisition of the ‘bug’. The museum asked to implement fees during the off-season in place of donations – next April.

Collections:

Exhibitions:

- Main floor — Threadworks: *Flashback* – Nov/Dec.
- Freemasonry, A History Hidden in Plain Sight – travelling exhibit – Jan-March
- Fibre Arts Festival – Sept to Dec upstairs.
- Canada 150 – planning underway. Next meeting: Mon Nov 14 at 6:30.

Interpretation & Education:

- Arts programming going well. Classes filling up quickly with waiting lists.

Research:

- William Hampden Tener for Canada 150 project. Contract completed; project can now move forward.
- Canada 150 transportation themes.

Conservation:

Physical Plant:

- Work on the furnace room (re-routing vents so chimney will not freeze) complete.
- Humidifiers & furnace filters have been checked; small repairs complete.

Community:

- Winter carnival. Metis will partner. Couchiching has been unavailable for meetings.
- Fundraising gala: ‘Night at the Museum’ successful. Smaller numbers than last year.

Human Resources/Professional Development:

- ‘Thank-you’ event for volunteers in January.

Numbers: Oct visitors: 322, (315 in 2015).

Follow-up: *Recommendations to be made to Executive Committee of Community Services....*

Ontario Arts Council: an application has been received for Exhibition Assistance Funding. Although worthy, as this is a submission from S.Ontario for a S.Ontario gallery, we are reluctant to approve. Will wait to see if we receive submissions from N.Ontario artists.

Meeting adjourned at 6:30 p.m.

Next meeting: Tues. Jan 17 at 5 p.m. We will skip December (unless something important arises) as we’ve two meetings coming up in December for the Strat Plan.

TOWN OF FORT FRANCESMINUTESSESSION NO. #036November 7, 2016

The meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Ice For Kids Conference Room on November 7, 2016 from 10:30 a.m. to 11:57 a.m.

PRESENT: Ken Perry - Chairman, John Albanese - Councillor, Doug Brown - CAO, Jason Kabel - Manager of Community Services

ALSO PRESENT: Sherry George - Museum Curator

REGRETS: June Caul - Councillor

1 CALL TO ORDER (Session #036)

K. Perry called the meeting to order at 10:30 a.m.

2 DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF

- NIL

3 APPROVAL OF PREVIOUS COMMITTEE MINUTES

3.1 Community Services Executive Committee - October 2, 2016 **Approved as presented.**

4 ITEMS REFERRED FROM COUNCIL

4.1 International Early Iron Car Club Request - The committee had a number of questions that it would like to pose to Alan Smith and it was recommended that he be invited to the Community Services Executive Committee Meeting on December 6, 2016.

5 NEW BUSINESS

5.1 Museum Budget - Sherry George - It was decided that this item will be considered at the next meeting of the committee where all budget considerations will be discussed.

5.2 2017 User Fees - The committee recommended to Council to increment all 2016 user fees by 1.5% with a few exceptions for consideration as outlined in the report submitted to Administration & Finance.

5.3 RRDSB Agreement - Extended School Day Program - Recommended for renewal as presented.

6 NON-AGENDA ITEMS

6.1 - '52 Canadians Meeting Room - It was noted that the '52 Meeting Room was very hot for the recent 'flu shot clinic' that was held there and that new windows that can open should be considered in 2017 Capital Budget.

7 IN-CAMERA

- NIL.

8 INFORMATION

- 8.1 MSC Locked Doors - It was noted by a committee member that some of the exterior and interior locked doors of the facility were a concern for some patrons during Laker games.
- 8.2 MSC Summer Hours - report at November 21, 2016 meeting
- 8.3 Next Meeting - November 21, 2016

9 CLOSING

K. Perry, Executive Committee Chair

J. Kabel, Manager of Community Services