

## **AGENDA**

### **THE THIRTY-FIFTH MEETING OF THE ONE HUNDRED AND TWENTY-FIFTH COUNCIL OF THE CORPORATION OF THE CITY OF ST. THOMAS**

**COUNCIL CHAMBERS    6:00 P.M. CLOSED SESSION**  
**CITY HALL                      7:00 P.M. REGULAR SESSION    SEPTEMBER 12TH, 2005**

#### **ROUTINE PROCEEDINGS AND GENERAL ORDERS OF THE DAY**

OPENING PRAYER

DISCLOSURES OF INTEREST

MINUTES

DEPUTATIONS

COMMITTEE OF THE WHOLE

REPORTS OF COMMITTEES

PETITIONS AND COMMUNICATIONS

UNFINISHED BUSINESS

NEW BUSINESS

BY-LAWS

PUBLIC NOTICE

NOTICES OF MOTION

ADJOURNMENT

CLOSING PRAYER

#### **THE LORD'S PRAYER**

Alderman B. Aarts

#### **DISCLOSURES OF INTEREST**

#### **MINUTES**

Confirmation of the minutes of the meetings held on September 6th, 2005.

#### **DEPUTATIONS**

#### **COMMITTEE OF THE WHOLE**

Council will resolve itself into Committee of the Whole to deal with the following business.

#### **PLANNING AND DEVELOPMENT COMMITTEE** - Chairman H. Chapman

#### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

CIP Improvement Plan - Application Timeframe Extension and Grant Allocation under the  
Façade Improvement Program

Report CC-33-05 of the Development Officer. Pages 5 & 6

Municipality of Central Elgin - By-Law to Close and Sell Part of Lois Avenue and Bailey Avenue Road Allowances

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Notice has been received from the Municipality of Central Elgin of a public meeting concerning a proposed by-law to close and sell part of the Lois Avenue and Bailey Avenue road allowances to be held on September 26, 2005 at 7:30 p.m.

**BUSINESS CONCLUDED**

**ENVIRONMENTAL SERVICES COMMITTEE** - Chairman M. Turvey

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**BUSINESS CONCLUDED**

**PERSONNEL AND LABOUR RELATIONS COMMITTEE** - Chairman D. Warden

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**BUSINESS CONCLUDED**

**FINANCE AND ADMINISTRATION COMMITTEE** - Chairman C. Barwick

**UNFINISHED BUSINESS**

**NEW BUSINESS**

Terry Fox Run - Grant Request

A letter has been received from Cathy Beecroft, Coordinator, Terry Fox Run, requesting a grant of \$58.85 for a pavilion rental fee at Pinafore Park for the Terry Fox Run to be held on Sunday, September 18th, 2005.

**BUSINESS CONCLUDED**

**COMMUNITY AND SOCIAL SERVICES COMMITTEE** - Chairman B. Aarts

**UNFINISHED BUSINESS**

Request for Staff - Child Care Supervisor

Report CR-05-15 of the Director, Ontario Works. Pages 7 to 13

Douglas J. Tarry Sports Complex and Burwell Park

**NEW BUSINESS**

Monthly Report St. Thomas-Elgin Community Centre Complex/Twin Pad Arena Pages 14 to 17

**BUSINESS CONCLUDED**

**PROTECTIVE SERVICES AND TRANSPORTATION COMMITTEE** - Chairman T. Shackelton

**UNFINISHED BUSINESS**

Request for Traffic Control - Fairview Avenue north of Southdale Line - Speed Limit/Safety Zone

**NEW BUSINESS****BUSINESS CONCLUDED****REPORTS PENDING**

AMENDMENT TO BY-LAW 44-2000(REGULATION OF WATER SUPPLY IN THE CITY OF ST. THOMAS) - MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF ST. THOMAS AND ST. THOMAS ENERGY INC. (PROVISION OF WATER METER READING/BILLING AND COLLECTION SERVICES) - J. Dewancker

ESDA SERVICING MASTER PLAN AND CLASS ENVIRONMENTAL ASSESSMENT - J. Dewancker

ENVIRONMENTALLY SENSITIVE LAND USE - P. Keenan

SAFETY ISSUES AND INTERSECTION CONCERNS - D. White

DRIVEWAY RECONSTRUCTION – MAPLE STREET - J. Dewancker

REVIEW OF CITY BUS ROUTES - J. Dewancker

FUTURE USE OF VALLEYVIEW PROPERTY - ELYSIAN STREET - E. Sebestyen

**COUNCIL**

Council will reconvene into regular session.

**REPORT OF COMMITTEE OF THE WHOLE**

Planning and Development Committee - Chairman H. Chapman

Environmental Services Committee - Chairman M. Turvey

Personnel and Labour Relations Committee - Chairman D. Warden

Finance and Administration Committee - Chairman C. Barwick

Community and Social Services Committee - Chairman B. Aarts

Protective Services and Transportation Committee - Chairman T. Shackelton

A resolution stating that the recommendations, directions and actions of Council in Committee of the Whole as recorded in the minutes of this date be confirmed, ratified and adopted will be presented.

**REPORTS OF COMMITTEES****PETITIONS AND COMMUNICATONS****Union Gas Notice of Application**

A letter has been received from Mike Packer, Director, Regulatory Affairs, advising that a notice of application has been submitted to the Ontario Energy Board for orders approving or fixing rates for the transmission, distribution and storage of gas as of Jan. 1, 2006.

**Lanark County - Resolution**

A request has been received from Lanark County to endorse the resolution from the District of Thunder Bay Social Services Department regarding the Ontario Disability Support Program.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**Committee Chair Selection**

Council will appoint the Committee Chairpersons for the balance of the term of Council.

**BY-LAWS**

**First, Second and Third Reading**

1. A by-law to confirm the proceedings of the Council meeting held on the 12th day of September, 2005.
2. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and YWCA St. Thomas-Elgin. (16 Mary Street - \$8,378.83 grant - Community Improvement Plan)

**PUBLIC NOTICE**

**NOTICES OF MOTION**

**CLOSED SESSION**

A resolution to close the meeting will be presented to deal with a matter of potential litigation.

**OPEN SESSION**

**ADJOURNMENT**

**CLOSING PRAYER**



Corporation of the  
**City of St. Thomas**

Report No.

CC-33-05

File No.

N/A

**Directed to:** Chairman Heather Chapman and Members of the Planning Committee of Council

**Date**

September 1, 2005

**Department:** City Clerk Department

**Attachments**

**Prepared By:** Aleksandra Pajak, Development Officer

N/A

**Subject:** **Community Improvement Plan: Application Timeframe Extension and Grant Allocation under the Facade Improvement Program.**

**RECOMMENDATION:**

1. That Report No. CC-33-05 be received by Council as information and further that the following be approved:

- ☐ That Council enters into a Grant Acknowledgement and Agreement Form for the CIP project relating to Application 2004-013: 16 Mary Street.
- ☐ That Council approves a residential timeframe extension to December 31<sup>st</sup>, 2005 for the CIP residential project relating to Application 2004-017: 763-765 Talbot Street.

**REPORT**

The following report provides information on CIP Application No. **2004-017: 763-765 Talbot Street** requesting a second timeframe extension to successfully complete a residential project; and CIP Application No. **2004-013: 16 Mary Street**, which has successfully completed a facade project and is now ready for the advancement of grant funds.

**2004-017: 763-765 TALBOT STREET – RESIDENTIAL TIME FRAME EXTENSION**

**APPLICATION BACKGROUND**

Application 017: 763-765 Talbot was submitted on January 28<sup>th</sup>, 2004 for the rehabilitation of two apartment units under the CIP Residential Conversion, Intensification and Rehabilitation Program. The original timeframe to complete the project was established for February 18<sup>th</sup>, 2005. The applicants were not able to meet the original timeframe therefore approached the City for an extension. Council approved a new timeframe of August 18<sup>th</sup>, 2005 to complete the project. Please refer to report No. PD-12-2005 for details.

In July 2005 the applicants advised the City that they would not be able to meet the defined timeframe due to unexpected delays. Currently the applicants are requesting that the timeframe be extended to October 31<sup>st</sup>, 2005. The applicants provided the following reasons to explain the delays:

- Unforeseen delays in construction due to the humid weather,
- Materials delivery delays,
- Time consuming repairs,
- Contractor cancellations.

The applicants have been working under a residential Building Permit since April 27<sup>th</sup>, 2004. After a site visit, the City Clerk and the Development Officer noted that considerable progress has been made to rehabilitate two apartment units.

**URBAN DESIGN COMMITTEE RECOMMENDATION**

Application 2004-017: 763-765 Talbot Street was re-evaluated by the Development Officer and presented in front of the Urban Design Committee for review and recommendation. With the concurrence of the Urban Design Committee, the application is being recommended to Council for a further timeframe extension to complete the residential project. The new timeframe is set for **December 31<sup>st</sup>, 2005**.

*Old Timeframe:*

February 18<sup>th</sup>, 2005

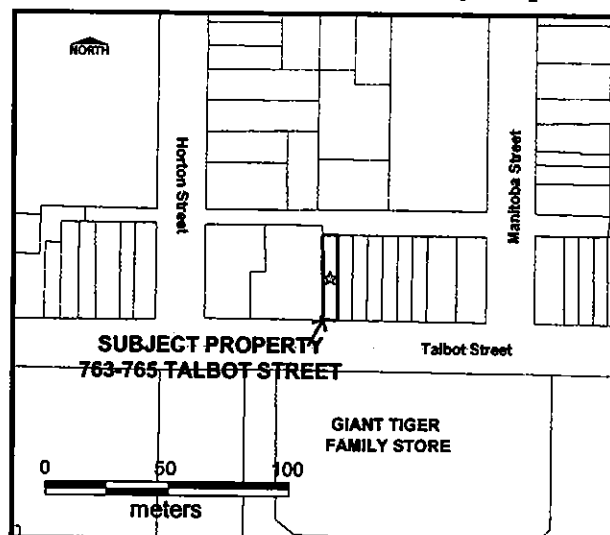
*First Timeframe Extension:*

August 18<sup>th</sup>, 2005

*Proposed Timeframe Extension:*

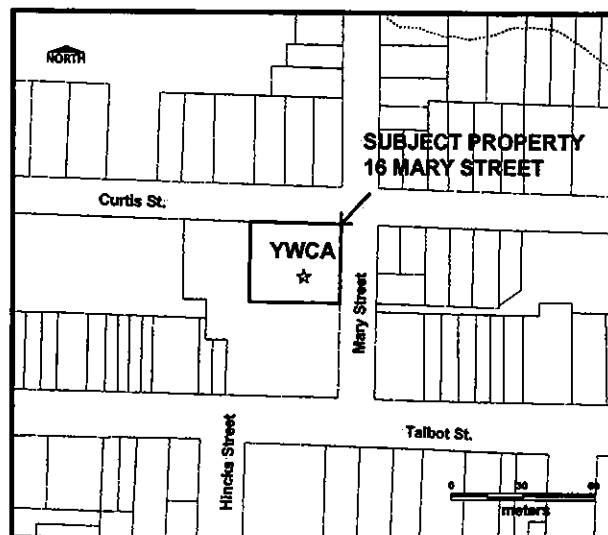
December 31<sup>st</sup>, 2005

**Key Map #1**



## APPLICATION BACKGROUND

The application for this property was submitted to the Planning Department on January 5<sup>th</sup>, 2004 for improvements to the building facade. The application was given initial approval to submit Facade Plans on February 13<sup>th</sup>, 2004 under the Facade Improvement Program. The Urban Design Committee recommended the Facade Plans on June 23<sup>rd</sup>, 2005 for final approval. The project was set to complete on July 23, 2005. The applicants approached the City for a one-month extension, which was approved in July 2005. The project was successfully completed on August 23, 2005.



## SCOPE OF WORK

The following work has been completed under facade application No. 2003-013: 169 Mary:

- Overall Front Facade: repaired and repainted cornices and flashing; finished exposed roof parapet at upper entrance bay and removed cables hanging over roof parapet.
- Side Entrance: replaced light fixtures and signage.
- Main Entrance: repaired, refinished and repainted wood columns and bases, architrave, doorframes, archways and frieze above archway; removed insect/bird screening at architrave; removed light fixtures mounted on columns; refinished the doors; repaired and re-parged concrete threshold.

## SUMMARY OF GRANT FUNDING

Funding for the grant is to be provided from Account No. 11-1-01-9-0311-7095 under the Façade Improvement Program. The grant amount is 50% of the construction cost to a maximum grant of \$7,500/application. Where improvements are also being made to a rear or side facade, the maximum grant amount is \$10,000/application. The grant amount is based on total Construction Cost of \$20,568.40 (verified by construction receipts), and improvements to the front façade and side facade:

### Grant Allocation

Total Grant Amount	\$10,000.00
Urban Design Consultants Fees	<u>-\$ 1,621.17</u>
<b>Net Grant Total</b>	<b><u>\$ 8,378.83</u></b>

## GRANT AGREEMENT

In accordance with the approved program requirements, the applicants are required to enter agreements for loans and grants to be issued under the Facade Improvement Program.

Executed agreements have been received from the applicants and the necessary by-laws authorizing the Mayor and Clerk to execute the agreement on behalf of the Municipality have been placed on the September 12<sup>th</sup>, 2005 Council Agenda for approval by Council.

Respectfully,

*Aleksandra Pajak*  
Aleksandra (Ola) Pajak  
Development Officer

Reviewed By:

Treasury

Env Services

Planning

City Clerk

HR

Other



Corporation of the

**City of St. Thomas**

Report No.

CR-05-15

File No.

OW-05-15

**Directed to:** Chairman Bill Aarts Members of  
Committee of the Whole (Community & Social Services)

**Date**  
**August 25, 2005**

**Department:** St. Thomas-Elgin Ontario Works

**Prepared By:** Chester Hinatsu

**Attachment**  
**One (1)**

**Subject:** Best Start Initiative and request for a new Child Care Supervisor/Best Start Co-ordinator position.

**Recommendation:**

That the Director, Ontario Works be authorized to reorganize the Ontario Works Department and

That staff be authorized to hire a Child Care Supervisor/Best Start Co-ordinator effective immediately and further;

That the Director of Ontario Works be authorized to approve capital and operational financial plans and expenditures associated with the Best Start Plan subject to all expenditures falling within the 100% funding allocation for St. Thomas-Elgin.

**Background**

On November 6, 2004, the Ministry of Children and Youth Services (MCYS) announced the framework for the Provincial Government's Best Start Plan to support children and families. On July 25, 2005 staff received the Implementation Guidelines, the local funding allocation and service targets.

The City of St. Thomas as the service manager is required to take the lead role in the development of the local Best Start Network and is responsible for planning and implementing Best Start in accordance with the Implementation Planning Guidelines. The Best Start Network is expected to include families and children's services providers as well as representatives of the school boards (both Thames Valley District and London and District Catholic), Elgin St. Thomas Health Unit, the Ministry of Children and Youth Services and staff of Ontario Works.

As illustrated in the following table the timelines are very aggressive and staff will require additional resources to meet the deadlines in order to qualify for the funding.

Deliverable	Responsibility	Due Date
1. Best Start network (terms of reference and membership)	Best Start network	Sept. 30, 2005
2. Transition plan to use existing vacant child care spaces to increase the number of child care spaces for families with priority for children in JK and SK and gradual expansion for children aged 0-4 years, and identify any infrastructure planning required for renovations to accommodate additional spaces for 2005-06 and any out-year infrastructure projects that can begin in 2005-06	CMSMs/ DSSABs in consultation with networks	Oct. 31, 2005
3. Full implementation plan that outlines the community's vision for Best Start and its proposed multi-year roll out	Best Start network	Dec. 31, 2005

Phase 1 of Best Start will be implemented over the next three years (2005 – 2007), with the implementation of the full Best Start strategy (phase 2) expected over ten years. The activities in phase 1 are as follows:

- Build Best Start networks based on existing planning bodies
- Develop a transition plan to increase licensed child care spaces and subsidies in 2005 – 06 with priority for children in Junior Kindergarten (JK) and Senior Kindergarten (SK) and gradual expansion of licensed child care and subsidies for children aged 0 – 4 years.
- Develop a phase 1 Integrated Implementation Plan

### Financial Considerations:

The Province has confirmed that funding for Best Start will utilize federal funds negotiated in the Federal-Provincial Agreement on Early Learning and Child Care. MCYS have confirmed that municipal cost sharing will be waived on the Best Start funding through 2009/2010.

The total allocation for St. Thomas-Elgin for the period 2005/06 to 2007/08 will be \$7,945,000.00. In order to access the funds, staff must meet the prescribed deadlines for implementation. The distribution of funds for the 2005/06 allocation must be completed by March 31, 2006 and will require the completion and approval of the Transition Plan and the Implementation Plan prior to December 31, 2005.

Included in the Best Start Funding is an administration allocation which may be used to offset the cost of additional staffing and other resources needed to achieve the new vision for child care management in the St. Thomas /Elgin area. Therefore, should Council approve the new Child Care Supervisor/Best Start Co-ordinator position, there will be no cost to the municipality.

### Conclusion

Best Start will provide a system of services and supports to children from birth to 4 years of age. The first phase will enhance child care and early learning supports for children in JK and SK and allow greater access to licensed, centre or home based childcare. The plan for the first phase will include:

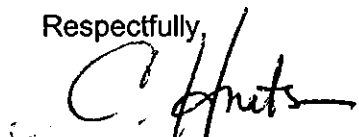
- the expansion of child care spaces
- enhancements for Healthy Babies, Healthy Children (HBHC)
- services for pre-school speech and language/infant hearing
- enhanced special needs resources

In order to achieve the prescribed goals in the timeframes established by MCYS an enormous amount of work is required to be completed in a very short time. The Implementation Plan and the Child Care Service Plan require Council's approval prior to submission to MCYS for approval at the regional level. In order to expedite the process and meet the deadlines, staff are requesting that the Director, St. Thomas-Elgin Ontario Works be authorized to approve the plans on behalf of City Council. A copy of all plans will be provided to Council for information and reports will be prepared to update Members of the progress-to-date.

The Program Manager, Kate Demare will be heavily involved with both the Best Start Steering Committee and the Implementation and Planning Teams throughout the next year and beyond. This is a very time and labour intensive initiative and confirmed by the early demonstration sites in Sarnia/Lambton and Chatham Kent who have gone through the process. At the present time the department does not have sufficient resources given the expanded role in child care management and the co-ordination required to provide a smooth transition to the new direction in child care. A new Child Care Supervisor/Best Start Co-ordinator position is critical at this point and in the future as the Child Care division becomes increasingly busy. Child care management and child care services will be transformed into an integrated network that supports families with children from 0 to 6 years of age. Staff requests Council's support of the initiative and the resources to bring about changes in the child care field.

Attached is report CR-05-04 previously submitted to Council for your review and consideration. At this time staff will be moving forward with the implementation of Best Start and the Child Care Supervisor will be required to attend to the day-to-day operation of the Child Care division. Over the course of the next three to five years we expect to see a significant increase in the demand for subsidized child care as new regulations regarding income testing is implemented.

Respectfully,



Chester Hinatsu  
Director , Ontario Works

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Reviewed By:

Treasury

Env Services

Planning

City Clerk

HR

Other





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Corporation of the  
**City of St. Thomas**

**Report No.**

CR-05-04

**File No.**

OW-05-04

**Directed to:** Chairman Alderman D. Warden and Members of St. Thomas City Council

**Date**

2005-03-08

**Department:** Ontario Works

**Attachment**

**Prepared By:** Kate Demare, Program Manager

**Subject:** Request for staff – Child Care Supervisor

**Recommendation:**

That Council approve the hiring of a Child Care Supervisor within the Ontario Works Department and further

That the Child Care Supervisor position be added to the current staff complement.

**Report:**

The Child Care field has become the focus at both the Federal and Provincial level and the dollars committed to this program will have significant impacts on the demands of our staff. It is because of this increasing attention to child care that staff believe a greater understanding of the new initiatives being introduced is necessary. To meet the obligation to allow child care providers access to the funds allocated to municipalities from the Province, an increasing amount of staff time is required to properly analyze and assess the needs within the community. This report will attempt to outline the initiatives staff have been working on and the program recently announced which will have a major impact on future direction of child care in St. Thomas and Elgin County.

The Minister of Children and Youth Services, Dr. Marie Bountrogianni, announced in November 2004, the development of a comprehensive strategy for all children and youth in Ontario to have the best opportunity to succeed and reach their full potential. This strategy is about supporting children so that they can learn and grow, be successful in school, and ultimately, be successful in the workforce and society. This new initiative proposed by the government is called Best Start.

The Best Start strategy is based on a vision of improved access to high quality early learning and care programs, which support parents in their role and helps to make the transition to school smooth, seamless and successful. Ultimately, this strategy will result in improved outcomes for children and families.

The implementation of this strategy will take 10+ years and will be accomplished in phases. Phase 1, to be accomplished over the next 4-5 years has two key components:

- A major expansion of child care for children enrolled in Junior and Senior Kindergarten across the province during the non-school hours;
- Three demonstration projects that will fast forward the 10+ year vision.

In addition the province is investing additional funds in the Healthy Babies Healthy Children and in the Preschool Speech and Language and Infant Hearing programs.

**What is Best Start?**

**Vision:**

Children in Ontario will be ready and eager to achieve success in school by the time they start Grade I.

**Goal:**

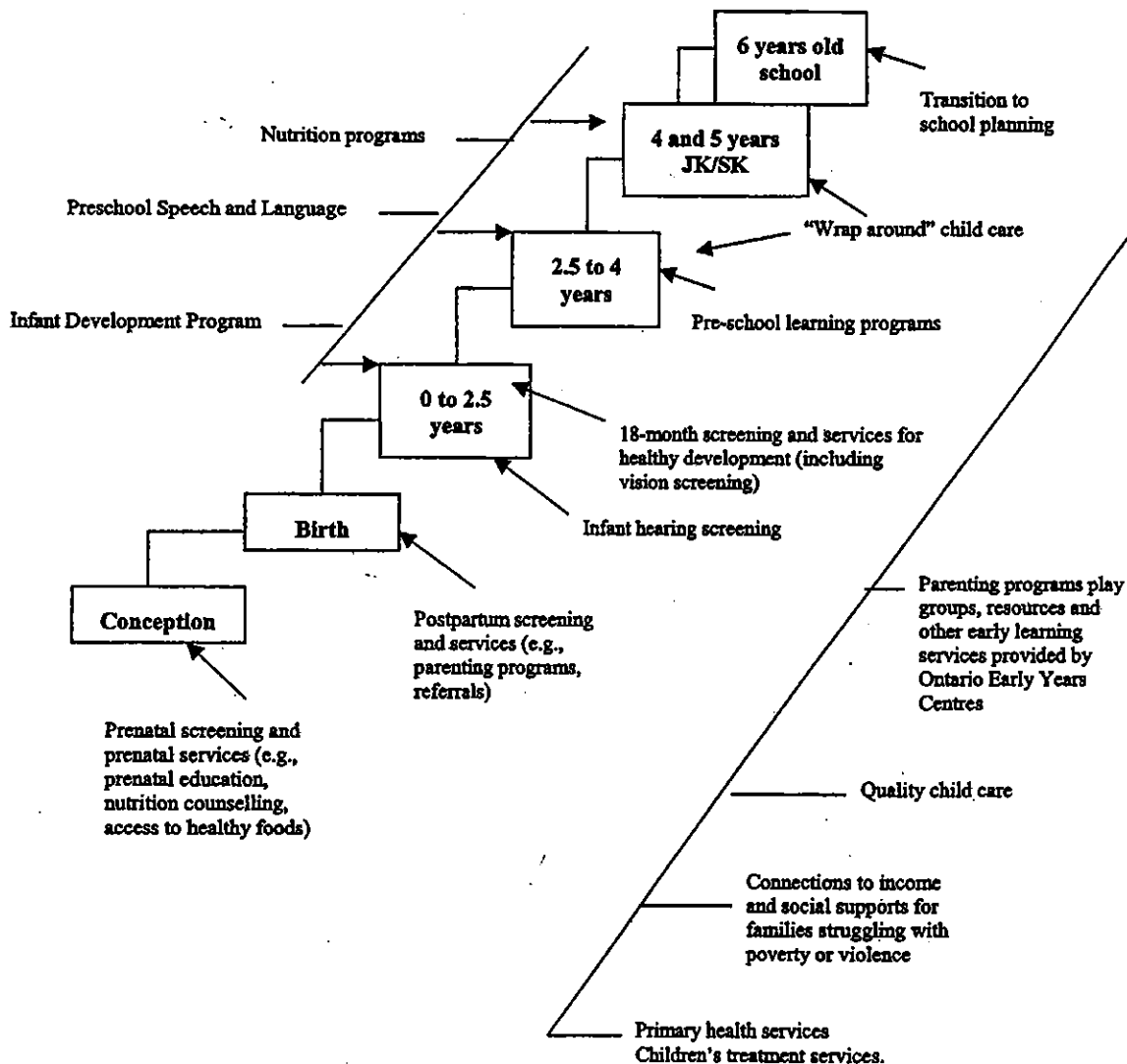
To help every child in Ontario realize his or her potential by providing access to a continuum of early learning and child care services.

To make Ontario an international leader in achieving the social, intellectual, economic and physical potential of all its children.

**Scope:**

To create a comprehensive system of services that support children from birth through the transition into school. Services and supports will be provided at specific ages and stages of young children's lives.

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**Implementation Planning for Phase 1 will consist of the following tasks at both the community and provincial levels.**

**At the Community level:**

Build Best Start Networks based on existing planning bodies

1. Develop transition plan to increase licensed child care spaces and subsidies in 2005/06 for children in JK and SK.
2. Develop a Phase 1 Implementation Plan

Note: ministry funding to assist CMSMs in the planning of Best Start will be at 100% provincial dollars.

**At the Provincial level:**

1. Establish a panel to develop an early learning program for Ontario
2. Establish a panel on quality and human resources to assess the province's human resource capacity to expand the system rapidly.
3. Establish a College of Early Childhood Educators to support quality improvement in the child care system, including setting out the qualifications and standards for professionals working in the early learning and child care environment.
4. Develop the policies, practices and reporting requirements to fund expanded "wrap-around" child care services, including building new spaces, and establishing a sliding scale income test approach to fee subsidies.
5. Enhance funding for Healthy Babies Healthy Children, Preschool Speech and Language, and Infant Hearing programs.

6. Establish an expert panel to make recommendations to the ministry about: strategies to promote a consistent province-wide developmental assessment for every child at 18 months of age.
7. Select three demonstration communities to implement the full Best Start vision.
8. Implement a strategy to use the Early Development Instrument (EDI) to measure progress and results from the Best Start initiatives

#### Time Frame for Implementation of Phase 1:

<u>Deliverable</u>	<u>Due Date</u>
1. Best Start network (terms of reference/membership)	April 2005
2. Transition plan to use existing vacant child care spaces to increase the number of child care spaces for families with children in JK and SK, and identify any capital planning requirements for renovations to accommodate additional spaces for 2005/06	June 2005
3. Full implementation plan that outlines the community's vision for Best Start and its proposed multi-year roll out	Dec 2005
4. Plan to implement wrap around child care for children in JK/SK including total number of child care spaces to be added, number of new spaces that require subsidy, sites for the new spaces, and capital plan for any renovations/new building required for the new spaces for 2006/07 onward. This would essentially be developed by CMSM's in their role as child care service system manager and integrated into the Best Start plan.	Dec 2005
5. Integrate into Best Start planning the enhanced early identification and intervention programs (i.e., Healthy Babies Healthy Children, Preschool Speech and Language, Infant Hearing Screening)	Dec 2005

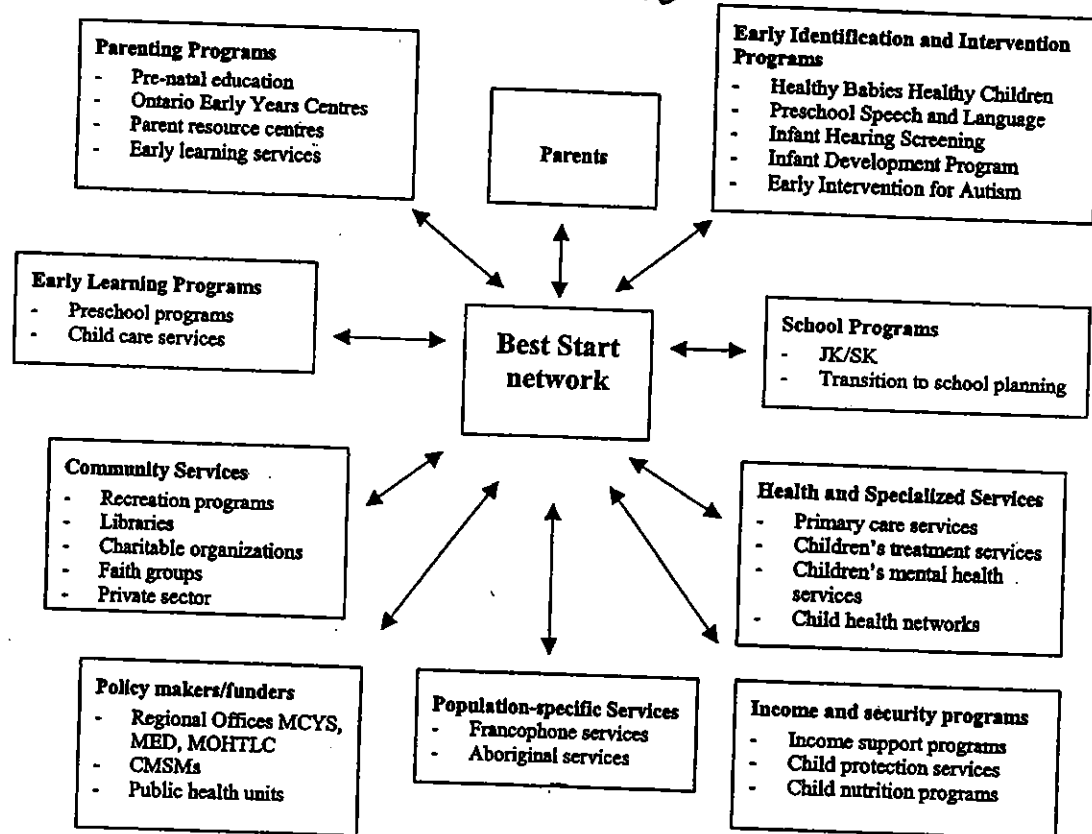
It would be an understatement to say that the ministry's expectations for CMSM's to complete the tasks stated above within the allotted time frame is a very ambitious undertaking especially for the smaller municipalities where staff are working at capacity.

#### Building Best Start Networks

Communities across the province led by CMSMs are being directed to build Best Start Networks. This will involve the following steps.

1. Bring together community partners
2. Provide an overview of Best Start
3. Develop Terms of Reference
4. Identify Mechanisms to build partnership with parents
5. Establish clear accountability
6. Describe the Best Start network

The services/organization that should be part of the Best Start network are listed in the diagram below.



The Ministry of Children and Youth Services has mandated that all CMSMs take the lead to bring together all the services/organization listed above. Best Start program funding will flow down from the provinces to the CMSM's and then flow to the appropriate organizations based on the future service plan created by each network. The responsibility to keep the program progressing will rest with the CMSMs.

The foundation was set for the new Best Start program on December 1, 2004 when the province exempted RESPs/RRSPs as liquid assets under the child care needs testing. This move allowed more families, who in the past could not qualify for child care subsidies due to assets in excess, now being able to qualify for child care subsidies and increase the number of child care spaces in use.

The ministry then introduced the Early Learning Child Care (ELCC) funding to further increase the number of available child care spaces in each community. St. Thomas-Elgin Ontario Works was required to bring on 24 additional spaces by January 1, 2005. The ELCC funding is to be used to stabilize the 24 additional spaces. The funds allocated to municipalities are critical to the child care community and allow operators to expand facilities and make other minor capital improvements to allow for greater access to parents in need of child care. The distribution of the funds rests with the municipality and staff are spending increased amount of time reviewing options to get the greatest benefit from the dollars we have available.

The combination of all of the new programs has, and continues to place increased demands on staff to meet unrealistic timeframes and deadlines. The past three months have brought to light the lack of sufficient staff resources to adequately address the issues facing us. Staff have reviewed the workload created by the change in direction we are mandated to follow and the role municipalities are required to take. Given that we are required to take a lead role in establishing the child care network as envisioned by the Province, an additional staff position is required. At present, the Child Care division within the Ontario Works Department consists of two Child Care Assessment workers, who's main function is the processing and follow-up of applications for subsidized child care and a Supervisor, who also supervises a portion of the Income Maintenance and Employment staff. The increased attention to the child care field and expectations placed on municipalities as service managers, there is a need expand our ability to have greater involvement in the community child care network. A supervisory position would provide us with the ability to take the lead role in establishing the Best Start initiative and provide a more "hands on" approach to child care management. The next five to ten years will require a more strategic approach to effectively leverage funds and meet the pressures of the providers, parents and the community as a whole. The additional staff position will require a re-organization within the department and staff are confident that it will prove to be a more effective model.

#### Financial Consideration:

A review of available funds for the Child Care Supervisor position indicates that there will be no cost to the municipality this year. The following is a breakdown of revenue sources that can be applied to the salary and benefits on an annual basis;

Early Learning and Child Care (ELCC) administration	\$15,675.00
National Child Benefit Supplement (NCBS) administration	\$23,000.00

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The salary range will be \$48,632.00 to \$60,809.00, and benefits will be \$12,542.00 to \$15,683.00. Staff anticipate the new position to be effective June 6 2005, therefore, only seven months salary and benefits will be required this year and there is sufficient funds to cover these costs. In future years the ELCC and NCBS administration dollars will be applied to the position leaving minimal cost to the City and County.

Respectfully,

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Reviewed By:    Treasury    Env Services    Planning    City Clerk    HR    Other



## MEMORANDUM

To: FRANK LATTANZIO,  
Manager of Community Centres and Property

For Info of: FILE 81280-6

From: LUCAS SMITH,  
Project Manager

Doc. No.: 81280-3156

Subject: August 2005 Monthly Report  
St. Thomas – Elgin Community Centre

Date: September 7, 2005

### AUGUST 2005 MONTHLY REPORT

#### 1.1 Project Summary

The ribbon cutting ceremony is scheduled for September 16, 2005 and the grand opening is set for October 20, 2005.

The property transfer was concluded.

Construction progressed well during August. Paving of the parking lot and Third Avenue was underway. Rink boards were installed and glass started. Plumbing and electrical installations were being completed. The refrigeration system was charged and commissioned. Installation of building systems was ongoing and in the final stages. Finishes were ongoing in all areas.

City activities progressed. The score clocks and concession equipment were ordered. Installations of IT services commenced.

Regular construction, project management and City staff meetings were held.

#### 1.2 Meetings

Date	Description
August 2005	Meetings with the property owner, property transfer
August 2, 2005	On-Site Construction Meeting
August 10, 2005	IT tender award meeting
August 15, 2005	City Council Meeting
August 16, 2005	Construction, Project Management and Staff Meetings

August 2005 Monthly Report  
St. Thomas – Elgin Community Centre  
September 7, 2005

81280-3156

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August 17, 2005	Sound System and Refrigeration Review Meetings
August 29, 2005	Initial Deficiency Review Site Tour
August 30, 2005	Construction, Project Management and Staff Meetings
August 30, 2005	On-Site Refrigeration and Score Board Review Meetings
August 31, 2005	Floor Product Review Meeting

### 1.3 Budget

Anticipated project expenditures will likely exceed the project budget by approximately \$125,000 or 1% when compared to the \$12,015,989 approved on December 19, 2004 and amended by Council to include accessibility improvements. At the end of July 2005, project funds were 99% committed and approximately 95% expended.

The budget will be exceeded due to several items and events which were identified both earlier and during August:

1. The final agreement on cost recovery related to concrete and west side services fell short of actual costs to the project.
2. Underlay for the skate tile was required due to unusually humid weather which maintained the concrete moisture above acceptable levels.
3. Estimated overages on the final quantities for Granular "A" and asphalt were valued at 10% of their contract value.
4. Overage on the top soil / sod quantities requires additional funds to complete the sod installation and provide downspout protection.
5. Landscaping for the front of the building was consumed by preparation for tree planting in impacted soils and requires funds to install plantings.
6. While the budget for auditorium tables is adequate, additional funds are required for chairs.
7. As existing office furniture will not fit in the new location, funds are required for new furniture.

The list of changes is included in the Cost Control Log.

### 1.4 Schedule

Substantial performance of the contract is scheduled for September 16 which includes the initial extension due to poor soil conditions and engineered fill. The City will not book events or rentals until after that date. The remaining critical path is through cooling the slabs and ice making. The skate tile flooring will be installed starting in priority areas and working through September. Slab cooled down starts September 1, 2005.

### 1.5 Design Issues

The final design meeting was held in March 2005. Issues arising at the construction and project meetings included pot lights for the donor wall and other minor issues.

#### 1.6 Procurement

Supply of items provided by the City include the scoreboards, concession equipment and IT systems. All contracts were awarded and equipment was ordered for delivery in September.

The thirteenth progress payment was made to Norlon Builders for July 2005. The majority of the work performed was completion of rinks slabs, building details, functional systems and portions of the parking lot.

#### 1.7 Construction Progress

Installation of the level granular course, or Granular "A", was completed for the Third Avenue extension and parking lot areas. Asphalt, curbs, sidewalks and cutters were installed.

The main rink slabs completed curing during August. Rink boards were installed and glass will follow in early September. The refrigeration systems were charged and started slab cooling September 1, 2005.

Work on interior partitions proceeded with coil shutters, door hardware and glazing. The glazed walls were installed at the upper floor areas. Washroom partitions were installed and portions of the ceiling tiles hung. Painting continued at most locations.

Mechanical installation continued with the majority of plumbing fixtures installed except at locations with skate tile.

Electrical finishes continued with fixtures.

An initial deficiency inspection was performed on August 29, 2005 to identify areas of concern. Photos and a deficiency list were developed to assist the contractor.

#### 1.8 Issues and Risk Management

The humid summer weather retarded drying of the concrete slabs above limits for installation of skate tile. After review of options and implications, it was decided to purchase an underlay to allow tile installation to proceed.

An estimate of the final base course or Granular "A" and asphalt quantities was carried in the cost log. Final quantities will be known in September.

Prior to making the construction progress payment, the City received a letter from the designated project engineer at Spriet Associates recording that work had been performed in "general conformity to the plans and specifications".

MHPM monitored the construction progress with regular site visits and the City provided a daily, on-site presence. Site testing and inspections by technicians and engineers was performed as required.



1.9    Next Month's Priorities

Commission refrigeration systems, cool slabs and prepare for ice making by the City.

Install remaining partitions and finishes.

Commence installation of skate tile flooring.

Commission elevator and ready for operation.

Delivered and install owner supplied equipment.

Verify fire alarm and sprinkler systems.

Attain substantial performance.



THUNDER BAY DISTRICT  
SOCIAL SERVICES ADMINISTRATION BOARD

## Resolution No. 05/36

DATE: May 19, 2005

PAGE 1 OF 2

Mayor M. King

Councillor B. Scollie

MOVED BY

SECONDED BY

☒ CARRIED

☐ AMENDED

☐ LOST

☐ DEFERRED/REFERRED

**Re: Ontario Disability Support Program**

WHEREAS the Ministry of Community and Social Services has for the last five years downloaded costs for the Ontario Disability Support Program to the municipal sector through the District Social Services Administration Boards and Consolidated Municipal Service Managers;

AND WHEREAS the costs for the Ontario Disability Support program have continued to rise and now constituted 35% of the District of Thunder Bay Social Services Administration Board Budget which is the largest cost centre in the TBDSSAB Budget for which the TBDSSAB has no control over these costs given that this is a provincially run program;

AND WHEREAS this is a long term income maintenance/pension program where there is little evidence that the province is taking steps to contain, reduce or minimize the costs associated with this program;

AND WHEREAS a long term social program providing long-term financial support should not be paid for from the municipal tax base;

THEREFORE BE IT RESOLVED THAT the TBDSSAB petition that the provincial government through the Ministry of Community and Social Services pay 100% of the cost of ODSP income maintenance and administration for the province of Ontario;

AND THAT this resolution be forwarded to the other 47 CMSMs, NOSDA, NOMA, AMO, OMSSA, and local MPPs.

Mayor L. Peterson  
CHAIR/VICE-CHAIR

Councillor I. Angus  
Acting SECRETARY

DISTRIBUTION: Original - Resolution Binder  
cc: M. Lucas - Compliance  
File No. 600.000 & 800.012