



GENERAL COMMITTEE MEETING

**Tuesday, December 10, 2002
7:15 P.M.
COUNCIL CHAMBERS - CITY HALL**

Meeting Number G.C. 2002 - 16

General Committee met in Committee-of-the-Whole (open to the public) at 6:40 p.m. to discuss the Master Community Fire Safety Plan Recommendations (excluding staffing and hall locations) and in open session at 7:15 p.m. with Mayor Forster calling the meeting to order

Members present: Mayor Cindy Forster

Councillors:

| | |
|--------------------------|----------------------------|
| M. Dzugan | J. Irvine |
| T. Eybel (7:15 p.m.) | J. Mastroianni |
| D. Fortier | S. O'Dell |
| D. Grenier (7:15 p.m.) | J. Spadafora (6:35 p.m.) |

(Councillor Eybel was not present during Committee-of-the Whole discussions)

Members of the Staff and Others Present:

City Manager T. Fitzpatrick
Chief, Fire & Emergency Services P. Olah
General Manager Engineering, Public Works and Transportation Services G. Marcello (7:15 p.m.)
General Manager, Parks and Recreation I. Smith (7:15 p.m.)
General Manager Financial and Corporate Services / Treasurer B. Silvestri (7:15 p.m.)
Administrative Assistant / Deputy Clerk B. Gallaccio
Recording Secretary, Vital Statistics Clerk- Steno II, Acting Games Licensing Clerk S. Stirling



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Mayor Forster called the General Committee Meeting to order at 7:15 p.m.

1. ADDITIONS/DELETIONS TO AGENDA:

The following correspondence was deleted:

(A) COMMUNITY SERVICES

Parks and Recreation Department

02-123 – Electrical Services Tender and Recommendation.
(P&R02-32)

(B) CORPORATE SERVICES

Finance Division

03-37 - 2003 Water / Sanitary Sewer Operations / Capital Budget & Rate Structure.
(FIN 02-23)

2. DISCLOSURE OF INTEREST:

Councillor Eybel disclosed an interest in the matter of Item 02-15 – Master Community Fire Safety Plan and Fire Marshal's Office – Options/Recommendations – Staff Comments and did not take part in the consideration and discussion of same, and refrained from voting thereon as her daughter is a volunteer fire fighter.

Councillor Spadafora disclosed an interest in the matter of Item 02-123 – Electrical Services Tender and Recommendation and did not take part in the consideration and discussion of same, and refrained from voting thereon as he owns a business that submitted a tender for this project.

3. ADOPTION OF MINUTES OF GENERAL COMMITTEE MEETING OF November 26, 2002

Moved by Councillor Dzugan that the Minutes of the General Committee Meeting of November 26th, 2002 be and the same are hereby approved and adopted as circulated.

CARRIED

4. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS: NIL

5. PUBLIC HEARINGS: NIL



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6. DELEGATIONS: NIL

7. STAFF REPORTS:

(A) COMMUNITY SERVICES - Councillor J. Spadafora, Chair

Parks & Recreation Department

03-31 - Maple Park Project. (P&R-02-39)

Mr. Smith made a brief presentation on the re-development of Maple Park. He explained that the majority of improvements are located off Clare Avenue and that the proposal will improve the safety for children. Mr. Smith indicated that there have been two public meetings where residents have had input into the final design of the park. He indicated that this re-development of the park would take place in two phases. The first being the play area, roads, pathway, removal of the pond and tennis courts, drainage for a skating rink and defining the parking area. The second phase would take place in 2004 and would include the water play area, washrooms, pavilions and the walking path. Mr. Smith stressed that as much of the work as possible would be performed by City staff to keep the cost as low as possible. He also indicated that there will be one more meeting with the residents before the pavilions are put in. Councillor Spadafora informed Council that Mr. Smith has put a lot of work into this re-development and has incorporated input from the residents on this project and he is certain it will be a model for other parks in the City in future years. Discussion then took place in regards to the necessity of a skating rink in this park. Mr. Smith stressed that the skating rink would look just like other grassy areas of the park in warm weather and staff would just cap the drainage so the water is trapped in this area during the cold weather to allow for a skating rink. Councillor Fortier then mentioned his disappointment on the removal of the tennis courts as residents will only be able to play tennis by joining a club if the ones currently located in this park are removed. Mr. Smith added that the courts are not being used in this park because they are unsafe and there would be an added cost of approximately \$20,000 per court to rebuild new ones. The Mayor then inquired as to whether tennis courts could be added to the park that could be used in winter as a skating rink with artificial ice. Councillor Spadafora requested that this matter be referred back to the consultant for these revisions and then be reviewed again as part of the Capital Budget.

Moved by Councillor O'Dell

That Council accept the plans for the re-development of Maple Park at an estimated cost of \$300,000 and the following actions be undertaken:

- a) The project will be undertaken into two phases over 2003 and 2004.
- b) Phase 1 will include work on the roadways, removal of the tennis court and pond. Also in Phase 1, safety barriers on all access points into the park and installation of play equipment will be installed at a cost not to exceed \$150,000.00.
- c) Phase 2 of the project will be undertaken in 2004 with installation of the water play area, washrooms, pavilions and finalization of the walking path in the park at a cost not to a total cost of \$150,000; and further



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- d) That, as part of the Capital Budget Review, the matter of the tennis court and skating rink be reviewed by the Landscape Architect.

CARRIED

03-36 - Building Lease – Welland Snowmobile Club. (CSD-02-41)

Councillor Dzugan began the discussion on this matter by saying that the Snowmobile Club has been at their current location for 26 years and it is a wonderful organization that does a tremendous amount of charity work in the City. He also added that the members are very concerned and conscientious about snowmobile safety. He concluded by saying that he has lived in this area for many years and has never heard one complaint in regards to this club. Councillor O'Dell countered by saying he did not feel the snowmobilers were very careful and he has received complaints from people walking through the area. He feels there should be more cooperation from the people who run this club and he inquired as to whether there is a clause in the agreement that states the lease can be pulled if the club does not follow the guidelines set out in it. Councillor Fortier asked if the City requests proof of insurance under this Lease Agreement and Mr. Smith responded that the City does require a copy of the club's insurance. Councillor Fortier then asked if there would be any major capital expenses on this building that the City will incur during the term of this agreement. He felt that if there would be any major expenses in the next 6 years that perhaps the City should consider offering the building for sale to the club. Mr. Smith responded that access to the building is through Memorial Park so selling the property to the club would not be easily done. He added that in the last two or three years the City has had to put a new sewer line on this property. The expense of this project was low because City staff performed the repairs. Councillor Spadafora informed Council that the City was going to demolish this building before the club took it over. He commended the club for utilizing its own volunteers and resources to fix the building up to the way it is today. Councillor Grenier suggested that the City should include Cost of Living increases for each year of this Agreement. She also requested a copy of the current Lease Agreement with the snowmobile club for her information. Mr. Smith responded that he would put this information in Councillor Grenier's package.

Moved by Councillor Irvine

1. That the City of Welland extend the existing lease agreement between the City and the Welland Snowmobile Club for use of the City owned building located at 205 Memorial Park Drive;
2. That the building be leased to the Welland Snowmobile Club at a cost of \$1000.00 (plus GST) for the year 2003 and \$1000.00 plus CPI increases (plus GST) for each year of the remaining 6 year term;
3. That all operating and maintenance expenditures associated with the operation of this building be assumed by the Welland Snowmobile Club; and
4. That the City Solicitor be requested to prepare the necessary lease documents.



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CARRIED

(B) CORPORATE SERVICES - Councillor D. Fortier, Chair

Clerk's Division

**02-149 - Amendment to Record Retention By-law 9314.
(CLK-2002-22)**

Moved by Councillor Mastroianni

That By-law 9314, being a by-law to establish a Record Retention Schedule for various City departments be revised subject to approval of the City's Auditor to include Retention Schedule "B" specific to the Human Resources Department.

CARRIED

**03-35 - Policy on Staff Identification Cards.
(CLK-2002-23)**

Moved by Councillor Mastroianni

That the Policy on Staff Identification Cards be approved and placed in the City Policy Manual.

CARRIED

Finance Division

**02-4 - Use of Reserves and Reserve Funds.
(FIN 02-22)**

Councillor Grenier inquired as to whether the figures in this report are expected to change by the end of the year. Mr. Silvestri responded that there will be marginal changes but the figures should be within ½%. A discussion then took place in regards to the details of some of the reserve funds and the target balances. Councillor Grenier questioned why the City would want a reserve fund for insurance. Mr. Silvestri explained that the reserve fund



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would be used to cover a year where there may be higher deductibles than normal. He also added that many municipalities are undertaking a modified self insurance to keep their premiums as low as possible. These municipalities are carrying a high deductible and are only submitting catastrophic claims to their insurance company. They draw from their reserve funds to pay the lower claims (Risk Assessment). Mr. Silvestri summarized that the City would use the insurance reserve for years when there is an abnormal amount of claims or for modified self insurance. The Mayor added that premiums have been volatile since September 11 and this can result in significant increases and this insurance reserve could be used to offset these higher premiums. Councillor Grenier

then requested an explanation on the Unfunded Benefit Liabilities Reserve Fund. Mr. Silvestri explained that this is a new directive from the Province that was received two years ago requiring municipalities to show on their Balance Sheets liabilities that are unfunded such as post-retirement benefits and sick leave payouts. Municipalities must now disclose all unfunded liabilities. Mr. Silvestri then explained that the Parking Reserve Fund would increase if revenue generated from parking was greater than expenses incurred that year. Councillor Grenier inquired as to whether that has ever happened and, if so, when was the last time. Mr. Silvestri answered that this has happened in the past but all funds were subsequently used and not put in a reserve. He could not recall the last year this occurred. Staff was directed to obtain this information and report back to Council. A short discussion then took place in regards to the Court House Reserve Fund and Mr. Fitzpatrick explained that the Lease Agreement with the Province states that the City must maintain the building. This Reserve Fund will be used for painting and repairs to the building. Councillor Grenier requested a copy of this lease with the Province or at least the part saying that the City has to be prepared for significant improvements to the building. Councillor Grenier then stressed that, if the City has money in the fund, it should improve the female barristers' changing rooms. There are no fans in there and the conversations and noise from the male barristers' room can clearly be heard. Councillor Spadafora then explained to Council that the target balances are not expected to be met immediately but over a reasonable period of time so as not to cause undo hardship to the City. He added that the reserves will be put in each category and cannot be used for anything else and that, if this had been done previously, the reserves for the City Square would still be there. Councillor Fortier also explained that it is not how the City obtains these target balances in the Reserve Funds. It is the protection of these reserves that is the direction Council needs to go so the Reserves do not get used for other purposes as in the past. Mr. Fitzpatrick concluded the discussion by stating that the target balances are not expected to be met in the 2003 Budget.

Moved by Councillor Spadafora

That Council endorse Report FIN 02-22 to re-establish all of the municipality's Reserves and Reserve Funds together with the authorized use of each Reserve as specified in Schedule 'A'; and

That the following new Reserve Funds be established and that funding of said Reserves begin with allocations in the 2004 Budget year or earlier if unexpected funding sources become available:

1. Insurance
2. Unfunded Benefit Liabilities
3. Parking Reserve; and further



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That any contribution to or use of Reserves be clearly identified in the recommendation section of staff reports and be approved by Council.

CARRIED

(C) OPERATIONAL SERVICES - Mayor Forster, Chair

Engineering, Public Works and Transportation Services

97-85

02-98 - Retail Water Rate. Water Haulage Stations.

(ENG-2002-57)

Moved by Councillor Mastroianni

That the City Solicitor be requested to prepare a By-law, to establish a 'Retail Water Rate' for the taking of water at City owned/operated Water Haulage Stations, equal to the Region of Niagara 'Wholesale Water Rate' plus 35% for operation/maintenance/ equipment replacement to the next highest penny.

CARRIED

Traffic Division

**02-22 - Amendments to Schedule 'G': By-law 89-2000 – Parking Meter Control.
(TRAF 2002-27)**

Councillor Eybel inquired as to whether there was parking revenue over top of expenses last year. Staff was directed to obtain this information for the next Council meeting. She stressed that she does not agree with any increase in parking fees because the City is trying to bring people downtown and any type of parking fees are just keeping people away. A discussion then took place in regards to snow removal with Councillor Irvine urging the Region to remove the snow piled up on East Main and Division Streets so people can get to the parking meters to put money in. The Mayor agreed and also added that residents at the Canal View Apartments who are dropped off by the Handi Trans cannot get over the snow banks. She has spoken to Mr. Boc and asked him to contact the Region to have them clear the snow. Councillor Grenier also mentioned that Cross Street needs the snow banks removed and, by the City clearing this street, it would be a good example to the



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Region. She also added that she is completely opposed to the parking meters and that more parking lots and higher parking fees will not increase revenue but will keep people away. The Mayor reminded Council that there have been three previous meetings regarding parking issues and the decision has already been made in regards to this matter. Council members should not be revisiting this issue every time an amendment to the Parking By-law is brought forward. Council O'Dell then inquired as to why there are two areas on the amending schedules that refer to Saturday parking. His understanding is that all parking in the City is free on Saturday. The Mayor directed staff to correct these two schedules by deleting Saturday. Councillor Grenier then stressed that, if the City wants to enforce parking meters, it has to make the meters accessible to the public so the snow must be removed. The Mayor directed staff to report on the cost of removing the snow banks on the streets where there are parking meters, being the two blocks on East Main and Division Streets and Cross Street.

Moved by Councillor Spadafora

1. That the City Solicitor be requested to prepare a By-law to amend Schedule 'G', of By-law 89-2000 as appended to Report TRAF 2002-27.
2. That the Region of Niagara be requested to amend Schedule 'G' – Parking Meter Control, as outlined in Schedule 'G1' – Region, appended to Report TRAF 2002-27.
3. That the Region of Niagara be requested to amend Schedule 'AC' of Regional Niagara By-law 89-2000 to incorporate 'Revised Penalties for infractions to Regional Niagara By-law 89-2000 to correspond to penalty provisions of City of Welland By-law 89-2000 as approved by the Ministry of the Attorney General.

CARRIED

(Councillors Eybel and Grenier requested to be recorded as opposed)

8. NEW BUSINESS:

Snow Removal

Councillor O'Dell inquired as to whether snow removal practices are different this year from previous years as many streets were not plowed for many days after the snow fell. He added that many cars were removed from the street at night by their owners in accordance with the By-law passed last year but the plow did not come back to clean up the streets during the night. He added that there was not a great job done of cleaning up the streets after this first snowfall. Mr. Marcello responded that snow removal is a matter of judgment and it could have been to control expenditures on over-time pay. He was directed to look into this matter and report back to Council as to why the snow removal so far this season has not been as good as other years. Councillor Spadafora suggested that Council look at the possibility of offering a sticker to people who can prove they have no driveway or place to park their vehicles overnight as per the By-law. The Mayor indicated that the City is already doing this. Residents are given a pass to put in the car window so they are not ticketed by the snow removal operators. The public should notify the Parking Department if they are



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in a situation where there is nowhere else but the street on which to park their vehicles overnight. Councillor Spadafora requested that the public be notified they can contact City Hall to get a sticker for their car.

Fire & Emergency Services Department

03-15

Councillor Fortier informed Council that \$365,000 was allocated for a pumper at last night's Budget Meeting. He added that a considerable savings could be incurred if the City was to look at a late model pumper as an option. The Fire Chief responded by saying that a number of manufacturers have demos for sale at the end of the year but he needs an agreement in principle to look into this and then to take to Council for approval. Council was informed that there is \$365,000 in the budget and direction was given to the Chief to explore the possibility of purchasing a demo that meets the specifications and needs of the City. If one is found that meets the City's needs the Chief will bring the information back to Council for final approval.

Moved by Councillor Mastroianni

That direction be given to the Fire Chief to explore the possibility of purchasing a demo pumper that meets the specifications and needs of the City and bring the information back to Council for final approval.

DIRECTION

Christmas Toys

The Mayor reminded Council that any Christmas toys should be brought to the Council Meeting on December 17th, 2002.

9. The General Committee Meeting adjourned at 9:10 p.m.