

ITEM 3

MANAGER'S REPORT NO. 49

COUNCIL MEETING July 21/75

RE: LETTER DATED JULY 7, 1975 FROM MR. GEORGE E. ROSS, 4196 HALIFAX STREET  
EXPRESSING CONCERN AT A COMMISSIONAIRE NOT BEING AT THE  
MUNICIPAL HALL FRONT DOOR ON A MONDAY NIGHT COUNCIL MEETING

Appearing on the Agenda for the July 21, 1975 meeting of Council is a letter dated July 7, 1975 from Mr. George E. Ross, 4196 Halifax Street, expressing concern that he was unable to leave the building after attending the Council meeting of July 7, because no one was on duty at the front door at 8:30 p.m.

The following is the report of the Purchasing Agent, dated July 14, 1975, in this regard.

During the period of the renovations to the Municipal Hall, we have had minor problems of this type. We are sorry for the inconvenience that Mr. Ross experienced.

RECOMMENDATION:

1. THAT a copy of this report item be forwarded to Mr. Ross.

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TO: MUNICIPAL MANAGER

DATE: July 14, 1975

FROM: PURCHASING AGENT

RE: DUTIES - COMMISSIONAIRE,  
MUNICIPAL HALL

In a letter dated July 7, 1975, Mr. George E. Ross mentioned that the Commissionaire, Mr. M. Hunt, had left the front doors unattended.

The evening in question was very warm and for this reason we had the windows open on the lower floor. In addition we had just completed moving the Cafeteria to the new quarters. Mr. Hunt locked the main doors before leaving to check the lower floor and to allow staff from the Cafeteria to exit. He insists that the main doors were unattended for not more than five minutes and that he was within hearing distance of the lobby at all times.

With three buildings and the temporary trailer complex to attend to, there will be occasions when the Commissionaire will not be immediately available. In future we will endeavor to have a member of the cleaning staff cover.

It should also be noted that on the night in question there was a large amount of money in the building.

  
K.F. Williams  
PURCHASING AGENT

KFW/jm