Memorandum

TO: Members of Council
FROM: Ms. K. Power, Deputy City Clerk
DATE: Thursday, March 21, 2019
SUBJECT: Additional Information
Committee of the Whole – March 25, 2019

COMMITTEE OF THE WHOLE
ADDITIONAL INFORMATION


2. Memorandum from Ms. K. Lewis, Director – Corporate Strategic Services dated March 12, 2019 requesting to provide a presentation relative to Report No. 44/2019 (Corporate Strategic Services).


CITY COUNCIL
ADDITIONAL INFORMATION

1. Memorandum from Ms. L. Prentice, Manager – Community & Cultural Development, Recreation & Culture Division, dated March 15, 2019 relative to Event Equipment User Fees.
EXECUTIVE SUMMARY

This Report contains a summary of key activities implemented from the recommended actions in Building a Better Tomorrow: Thunder Bay Drug Strategy 2017-2021.

Key areas of focus over the past year have been increasing awareness and effective responses to homelessness, community engagement activities, and expanding harm reduction and treatment services in the community.

DISCUSSION

Through the Drug Strategy’s numerous working groups, ad-hoc committees and community allies, progress has been made implementing many of the recommendations in Building a Better Tomorrow: Thunder Bay Drug Strategy 2017-2021.

The following is an overview of key activities to date:

- Completion of a region-wide engagement project to explore key stakeholder views around developing a Northern Centre of Excellence for Addiction and Mental Health
- Began an Out of the Cold Program during the coldest months of the year, with funding until 2021
- Eleven community organizations signed an Memorandum of Understanding to develop a Coordinated Housing Access Table to house the most vulnerable from the By-Name Registry List
- Opening of the Overdose Prevention Site
- Launching a Rapid Access to Addiction Medicine Clinic with permanent funding
Five year agreement with Fort William First Nation to partner on the annual Recovery Day celebration – Rockin’ Recovery

Implementation of the Joint Mobile Crisis Response Team pilot program

Participating in federal and provincial consultations related to cannabis legalization

For more detailed information on these and other activities to date, please see Attachment ‘A’ – “Moving Towards A Healthier Community - Thunder Bay Drug Strategy 2018 Report to Community”.

FINANCIAL IMPLICATION

The City of Thunder Bay provides support for the Drug Strategy Office through a budget of approximately $148,000, with approximately one-third of the total contributed by community partners. Recommendations are implemented through the approved budget allocation, and through external funding sources including activities and efforts of the 35 plus member organizations of the Drug Strategy Implementation Panel.

CONCLUSION

It is concluded that through collaborative Community Allies, Working Groups and the Implementation Panel, the Drug Strategy continues to implement evidence-based initiatives to reduce the burden and harms related to substance use in our city and region.

BACKGROUND

The Thunder Bay Drug Strategy was created in 2009 as a partnership between the City and the Thunder Bay District Health Unit. Chaired by Councillor Rebecca Johnson, nearly 40 different community members from various organizations formed a Steering Committee that created the Drug Strategy.

Subsequently, City Council endorsed the Thunder Bay Drug Strategy on September 26, 2011, and a Community Partnership was established to contribute to the implementation of the Strategy.

In June 2017, the Community Partnership agreements were renewed for another three year term (2018-2020). All partnership agreements have been signed by the following organizations: St. Joseph’s Care Group; Thunder Bay Regional Health Sciences Centre; Superior North EMS; Thunder Bay Police; Thunder Bay District Health Unit, and one-time funding was received by the North West Local Health Integration Network.
Building a Better Tomorrow: Thunder Bay Drug Strategy 2017-2021 and Check In 2012-2016: A Closer Look at Substance Use & Related Harms in Thunder Bay were presented to Committee of the Whole on October 30, 2017, and the new Strategy was endorsed.

The recommendations contained in Building a Better Tomorrow: Thunder Bay Drug Strategy 2017-2021 are rooted in evidence, and have been chosen to address community identified priority issues related to substance use and harms within Thunder Bay, the district and the region.

**CONCLUSION**

It is concluded that this report should be accepted as information.

**REFERENCE MATERIAL ATTACHED:**


**PREPARED BY: CYNTHIA OLSEN, DRUG STRATEGY COORDINATOR – CORPORATE STRATEGIC SERVICES**

<table>
<thead>
<tr>
<th>THIS REPORT SIGNED AND VERIFIED BY:</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>(NAME OF GENERAL MANAGER)</td>
<td>March 21, 2019</td>
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<tr>
<td>Norm Gale, City Manager</td>
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</table>
DATE:       March 18, 2019
TO:         Members of City Council and EMT
FROM:       Kelly Robertson,
            General Manager, Community Services Department
SUBJECT:    Review of R. Zanette Proposal “Goal Sports and Event Centre II”

This memo is to report to City Council subsequent to a deputation from Mr. R. Zanette as part of the March 11 Committee of the Whole meeting regarding a proposed interim indoor turf solution.

A. Proposal received from Mr. R. Zanette

Mr. R. Zanette’s presentation entitled “Goal Sports and Event Centre II” (GSCII) recommends making use of an existing building located at the southwest corner of 11th Ave and Fort William Rd (425 11th Ave and 811 Field St) to house 2 indoor turf playing surfaces of 5,000 and 10,000 ft² plus the addition of a proposed new, air supported structure with synthetic turf (40,000 ft²) that could accommodate up to 2 additional playing surfaces. Mr. Zanette requested Council’s consideration of a one-time grant of between $50,000 to $1,362,500 (depending on the proposed asset/upgrades) representing approximately 50% of the anticipated project capital cost.

B. Proposed Site

The proposed recreation facility is a permitted use by the Zoning By-law. A variance might be required to decrease parking minimums and increase maximum height (if air-supported structure is over 15.0 metres). Building permits, stormwater and drainage plans, and Site Plan Control will be required as part of the development process. A Record of Site Condition (RSC) in accordance with Ontario Regulation 153/04 will be required prior to issuance of a building permit.

The proposed location is accessible by public transit, close to retail establishments, but not yet serviced through the Active Transportation network. In respect of the usage of the current building, it appears as if there would be sufficient granular parking onsite. There may be parking limitations with the proposed new, air supported structure.
C. **Proposed Building Solution**

The proposed synthetic turf playing surfaces within the existing building (5,000 and 10,000 ft\(^2\)) are between 8 - 16% of the smallest synthetic turf surface proposed in Report 42/2019 – Interim Multi-use Indoor Turf Options (CLE Lands) and 7 – 14% of the proposed synthetic turf playing surfaces for the Chapples Park options. The smaller size of these surfaces combined with the building height allowance of 16 ft. will mean that the surfaces will likely appeal to the younger age groups and accommodate some, but not all turf sports. However, these smaller turf surfaces may be preferable to the use of school gyms and given the lack of alternative indoor turf facilities.

Specifications for the synthetic turf playing surfaces inside the proposed new air supported structure (40,000 ft\(^2\)) for Field 3 (100 ft. x 100 ft. = 10,000 ft\(^2\)) and Field 4 (50 ft. x 100 ft. = 5,000 ft\(^2\)) are the same size as the surfaces proposed within the existing building.

Administration recommends that subject to available capacity, enlarging the playing surfaces within the proposed new, air supported structure would appeal to a broader turf user group. Assuming an apron of approximately 3 meters (approx. 10 ft.) on each side and end will result in a playing surface of approximately 36,600 ft\(^2\) which is about half of the size of the proposed playing surface at the Chapples Park option. (The Ontario Building Code will require access to accessible washrooms within or adjacent to the air supported structure. It is unclear from Mr. Zanette’s proposal how he is planning to address this requirement.) The enlarged synthetic turf playing surface is adequate for an interim, practice standard for many turf sports but would not likely meet competitive standards.

D. **Proposed Project Costing/Financial Implications**

The estimated costs of the new synthetic turf and proposed air supported structure are within range of the cost estimates obtained in respect of the proposed interim, multi-use indoor turf options presented in Report 42/2019.

Mr. Zanette advised Council that the proposed turf rental rates would be consistent with the provincial average and he cited a proposed facility rental rate of $175 for the ‘large field’. It is unclear whether this is the proposed rate for the 10,000 ft\(^2\) ‘large field’ within the existing building or perhaps the entire turf surface within the proposed air supported structure (15,000 to 36,600 ft\(^2\)). The business plan for the proposed Soccer Northwest Ontario Chapples Park Soccer Centre assumed a full field (75,000 ft\(^2\)) rental rate of $450/hr during peak season, prime time. If we divided this full field rate by 4, the quarter field (18,750 ft\(^2\)) rate would be $112.50/hr. Assuming 12 players per hour per playing surface, the cost per player per hour would be $14.58 on the GSCII surface compared to $9.38 on the proposed permanent indoor turf surface. Administration recommends acquiring clarity in respect of the proposed facility rental fees and operating budget.

Administration questions Mr. Zanette’s need for financial assistance from the City to support the proposed upgrades and purchase of synthetic turf within the existing building. A relatively small amount of capital is required ($50K - $62.5K). Given the pent up demand for access to
indoor turf, could fees from end users (eg membership fees, facility rental fees) offset these costs and/or the debt repayment on a small business loan to complete the upgrades?

In respect of Mr. Zanette’s request for a grant of up to $1,362,500 to advance the entire 4 field facility, Administration cautions Council to consider the precedent that may be established in providing the requested grant to a private sector developer. As there is no current City policy to guide Council in respect of the receipt of this unsolicited proposal, Administration needs more time to review sections 107 and 110 of The Municipal Act relating to the municipality’s general power to grant and agreements for municipal capital facilities. The existing Community Partnership Policy (05-06-02) provides direction in respect of the development of community partnerships for major capital projects. This program would provide a maximum of up to 25% (community owned asset) or 50% (City owned asset) of the eligible costs of a capital project, however, the applicant must be a non-profit organization in good public standing.

E. Proposed Project Timelines

Mr. Zanette advised that the project could be completed in time for the 2019 indoor turf season. A minor variance process generally takes 3 months. A Site Plan Control (SPC) application could be processed around the same timeframe barring any complications or delays. A building permit application can be submitted at the same time of Site Plan Control. However, the City’s Planning and Development Services Department could not confirm the timelines required for the required Record of Site Condition (RSC). This process is undertaken by the Applicant and their Qualified Person; the Ministry of the Environment, Conservation and Parks reviews and accepts it. The time it takes to review the RSC will depend on the site and how it measures up to the Provincial standards. A building permit cannot be issued until the RSC is properly filed.

Yours truly,

Kelly Robertson, General Manager
Community Services Department
This memo is to provide information on the proposed 2019 User Fees for events equipment, in particular the new stage equipment acquired in 2018.

Summary

The City of Thunder Bay provides a variety of festival & events equipment, venues, and support to community events. Event equipment is made available for use by community events through Events Services and associated fees are included in the annual User Fee By-law.

In 2018, significant new professional grade festival & event equipment was acquired thanks to substantial external funding. This upgrade was necessary to replace existing infrastructure that had exceeded lifespan, was in need of major repair or replacement, and was no longer meeting the existing and projected needs of users including the City, Thunder Bay Community Auditorium, and community events. The new equipment includes two mobile stages with associated accessories, professional sound and lighting equipment, and versatile dance surfaces. This equipment is considered to be new and/or fundamentally different than equipment previously offered by Events Services.

The new equipment has been available for use by community events since June 2018 and was utilized by all existing stage/stage cover users for the 2018 summer events season. Given the timing of the acquisition of the equipment, a grandfathered approach was employed in 2018 for user fees for stage-based events that had previously accessed City stage/stage cover assets. All users were advised in 2018 that fees to be included in the 2019 User Fee By-law would appropriately reflect the new equipment.

Stage Options for Community Events

As of 2018, Event Services provides 3 options for stage-based events: temporary staging and risers (various size options, some indoor use only), SL75 Mobile Stage (16’x20’), SL320 Mobile Stage (40’x40’). These options include a variety of customizable features and are designed to meet a variety of needs from small-scale indoor presentations to major professional outdoor concerts. Community events are not required to use these stages or any other equipment offered through Event Services. There are staging options available in local and other markets, and events may source and use alternate equipment, subject to necessary approvals such building permits and engineering inspections.

Most outdoor community events utilize the SL75 Mobile stage. This stage is similar to that in use for community events in other municipalities and can be configured with additional accessories, such as stage extension platforms, to meet the needs of most users. Temporary staging and risers are also available to provide additional performance surfaces in place of, or in addition to, the mobile stage. For example, at the City’s Canada Day celebrations, both mobile stages and a number of riser stages are utilized.
Community events generally do not require the size or professional production capabilities of the new largest stage option, the SL320 Mobile Stage. This stage is a fully-professional stage designed to be used for large-scale concerts and events that have significant production requirements such as rigged professional sound, lighting and video screens. This type of stage is used for major stage events worldwide such as stadium concerts. Locally, events such as Canada Day, BluesFest and Live on the Waterfront require and use the capabilities of this stage. This stage also provides opportunities for new large-scale events and concerts to occur in and around Thunder Bay.

Event Services works with each community event to identify the most appropriate equipment option(s) to meet their needs. Event Services also provides services to events that may assist them with planning, development, fundraising and grantsmanship for their overall event.

**Event Equipment User Fees**

Commercial and non-profit user fee rates are included in the 2019 User Fee By-law for both new and existing festival & events equipment. These rates are informed by:

1. Benchmarking of public and private sector rates for comparable equipment.

   **SL75**
   - Town of Petawawa: $1,200
   - Market (Stageline): $1,800 daily/$2,200 weekend plus transportation and technicians ($500/day each x 2 minimum plus travel/accommodations)

   **SL320**
   - Market (Stageline): $8,000 daily/$10,000 weekend plus transportation and technicians ($500/day each x 4 minimum, plus travel/accommodations).

   Market rate daily rental for an SL320 can easily exceed $12,000 per day, with no discount for non-profits. The presence of this equipment in Thunder Bay provides a significantly more affordable option for local events.

2. Existing CTB rates for comparable equipment and services.

<table>
<thead>
<tr>
<th>Prior Related Equipment</th>
<th>New Equipment</th>
<th>Relevant 2018 User Fees</th>
<th>Proposed 2019 User Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stage covers (bandshells) with riser stages (stage deck)</td>
<td>SL75 (stage &amp; cover)</td>
<td>Small bandshell incl. set-up/takedown plus riser staging built by FWG</td>
<td>$2,569.66</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Large bandshell in place at Marina Park (over concrete pad)</td>
<td>$408.51</td>
</tr>
<tr>
<td></td>
<td></td>
<td>New non-profit SL75 user (contract rate)</td>
<td>$1,400+</td>
</tr>
<tr>
<td>Staging (stage deck)</td>
<td>4’ staging built by FWG (20x20)</td>
<td></td>
<td>$985.10</td>
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</tbody>
</table>
3. Cost recovery objectives including costs of acquisition, operation, regular maintenance and replacement.

The direct costs to the City for provision of stage infrastructure to individual community events vary based on a number of factors including:

- **The specific stage and additional options selected**: number of staff, hours and equipment required for set-up and take-down can vary substantially
- **Location of event**: transportation/delivery, additional staff time, building permit, engineer inspection and/or bonding may be required
- **Timing and duration of event**: events requiring service outside of typical hours may require staff overtime, multi-day events require additional monitoring and cleaning of infrastructure, events occurring outside typical events season may require additional transportation, engineering inspection, etc.
- **Nature of event production (sound/lighting/video equipment)**: events with production equipment rigged to the stage roof require additional set-up, service and monitoring

Direct cost for a single day event utilizing the SL75 stage will typically exceed $600 at minimum, with additional costs dependent on event particulars.

Direct cost for an event utilizing the large SL320 stage will typically exceed $3,000 at minimum, with additional costs dependent on event particulars.

| N/A | SL320 (stage & cover) | Large bandshell incl. set-up/takedown plus 4’ staging built by FWG (40x40) | $5,658.51 | Non-profit weekend | $8,000 |
| Note: Above fee is provided for reference only. This option is not truly comparable to SL320 as it does not include any rigging/production capabilities, does not require further monitoring/service during events once assembled, and 4’ staging is not useable outside of FWG (cost in addition to applicable facility rental fees). | Non-profit weekday | $7,000 |
| Additional fees applicable for optional accessories and services |
Costs that are not specific to an individual event, i.e. annual maintenance/replacement, permits, inspections, towing and storage are in addition to amounts noted above.

**Community Event Revenue Streams**

Both City and Community events access a variety of funding and revenue sources to off-set the costs of hosting their events. Community events may be eligible for funding through existing Council-approved mechanisms such as grants. Some funding sources have limitations regarding eligible expense items. For example, an individual funder may not cover stage rental fees, but would provide funding towards another line item in the event budget, therefore freeing up funds overall.

Potential revenue sources vary depending on the event host and nature of the event and may include:

- **City of Thunder Bay Grants**
  - Event Development Grant (currently under review for potential eligibility expansion)
  - Community, Youth & Cultural Funding Program

- **Earned Revenue**
  - Sponsorships
  - Fundraising
  - Vendor Fees
  - Ticket, service and merchandise sales

- **CEDC/Tourism**
  - Marketing support
  - Municipal Accommodation Tax Fund guidelines and criteria are currently under development and may assist community events in future

- **Federal**
  - FedNor
  - Canada Council for the Arts

- **Provincial**
  - Celebrate Ontario
  - Northern Ontario Heritage Fund Corporation (NOHFC)
  - Ontario Arts Council

**Options to Reduce Stage Rental Costs**

Should council wish to explore reduction to the proposed stage rental fees for 2019, the following options and implications are proposed based on projected 2019 use:

<table>
<thead>
<tr>
<th>Reduction Amount</th>
<th>SL75 New Base Fee (weekend non-profit rate)</th>
<th>SL320 New Base Fee (weekend non-profit rate)</th>
<th>Projected Impact to 2019 Revenue Plans</th>
</tr>
</thead>
<tbody>
<tr>
<td>5%</td>
<td>$1,710</td>
<td>$7,600</td>
<td>$2,000+ (6% of budget plan)</td>
</tr>
<tr>
<td>10%</td>
<td>$1,620</td>
<td>$7,200</td>
<td>$4,000+ (12% of budget plan)</td>
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Recognizing that 2018 represented a significant infrastructure change for stage-based events, feedback from event organizers, sponsors, performers and event attendees has generally been very positive. Event
organizers have generally appreciated the features and options inherent to the new infrastructure, such as the portability of the stage, enhanced production capabilities, and stage dressing (banner) options.

Event Services continues to work with event organizers to identify options to meet their needs, such as build out of the stage deck and/or additional riser platforms to accommodate large group performance for events that utilize the SL75 stage.

Sincerely,

Leah Prentice

cc Norm Gale – City Manager
    John Hannam – City Clerk
    Kelly Robertson - General Manager, Community Services
    Donna Sippala – Director, Recreation & Culture Division