



AGENDA MATERIAL

COMMITTEE OF THE WHOLE

MEETING DATE: MONDAY, SEPTEMBER 14, 2020

LOCATION: S. H. BLAKE MEMORIAL AUDITORIUM
(Council Chambers)

TIME: 6:30 P.M.



MEETING: Committee of the Whole

DATE: September 14, 2020

Reference No. COW - 34/51

CLOSED SESSION in the McNaughton Room at 4:30 p.m.

Committee of the Whole - Closed Session

Chair: Councillor T. Giertuga

OPEN SESSION in S.H. Blake Memorial Auditorium at 6:30 p.m.

Committee of the Whole - Operations Session

Chair: Councillor B. McKinnon

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - September 14, 2020 - Committee of the Whole **(Page 6)**

With respect to the September 14, 2020 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

REPORTS OF COMMITTEES

Parking Authority Board Minutes

Minutes of Meeting Nos. 5-2020 and 07-2020 of the Parking Authority Board held on May 12, 2020 and July 14, 2020, respectively, for information. **(Pages 7 – 13)**

REPORTS OF MUNICIPAL OFFICERS

Parking Exemption - Pioneer Drive at Jumbo Gardens

At the February 3, 2020 Committee of the Whole meeting, Council requested Administration report back on the feasibility of providing a parking exemption annually for the months of May to June to allow parking on the north side of Pioneer Drive between Jameson Street and Newcastle Drive in bike lanes for special events.

Report No. R 52/2020 (Infrastructure & Operations - Engineering) providing information relative to parking restrictions remaining in place on Pioneer Drive to protect the dedicated bike lanes and that other options be pursued if additional parking is required, for information only. **(Pages 14 – 20)**

Traffic Signal Review

Report No. R 62/2020 (Infrastructure & Operations – Engineering & Operations) recommending that new and reconstructed intersections continue to be constructed to meet AODA standards and that standardized pedestrian signal timings be implemented. **(Pages 21 – 30)**

With respect to Report No. R 62/2020 (Infrastructure & Operations – Engineering & Operations), we recommend that new and reconstructed intersections continue to be constructed to meet AODA standards;

AND THAT standardized pedestrian signal timings be implemented as discussed in this report;

AND THAT any necessary By-laws be presented to City Council for ratification.

Eye on the Street

Report No. 105/2020 (Infrastructure & Operations - Central Support) providing an overview of the Eye on the Street Program and statistics related to the 2019 operations, for information only. **(Pages 30 – 33)**

Solid Waste Management Strategy Update

Report No. 108/2020 (Infrastructure & Operations - Environment) outlines the progress made implementing the Solid Waste Management Strategy (SWMS) in 2019 and identifies key planned objectives for 2020, for information only. **(Pages 34 – 38)**

PETITIONS AND COMMUNICATIONS

Boulevard Lake Cleanup

At the July 20, 2020, Committee of the Whole meeting, Council directed Administration to report back on several clean up options at Boulevard Lake Park including litter cleanup from the lake bottom, removal of organics from the lake bottom at the beach areas, removal of driftwood, and dredging to provide a deepened channel to meet dragon boat racing standards.

Memorandum from Ms. K. Dixon, Director of Engineering & Operations, dated September 2, 2020 providing information relative to several clean up options at Boulevard Lake Park, for information. **(Pages 39 – 41)**

Police Facility Needs Assessment - Request for Additional Options - Update

Memorandum from Chief S. Hauth, Thunder Bay Police Services, dated August 24, 2020 requesting to present a report providing additional options to either build a new facility or expand and upgrade the existing facility to Committee of the Whole on November 23, 2020. **(Pages 42 – 43)**

OPEN SESSION in the S.H. Blake Memorial Auditorium

Committee of the Whole - Community Services Session
Chair: Councillor S. Ch'ng

REPORTS OF MUNICIPAL OFFICERS

Homemakers Program

Report No. R 19/2020 (Corporate Services & Long Term Care) recommending authorization for Administration to facilitate the provision of services to the maximum number of clients while remaining within the Homemakers Program approved annual budget. **(Pages 44 – 46)**

With respect to Report No. R 19/2020 (Corporate Services & Long Term Care - Long Term Care & Senior Services) we recommend that City Council authorize Administration to facilitate the provision of services to the maximum number of clients while remaining within the Homemakers Program approved annual budget;

AND THAT all necessary by-laws be presented to Council for ratification.

EXECUTIVE SUMMARY

Transit Service Update

Report No. R 107/2020 (Community Services - Transit Services) providing an update on the status of Thunder Bay Transit service, impacts and adjustments made to date in response to the COVID-19 pandemic. **(Pages 47 – 54)**

With Respect to Report R 107/2020 (Community Services –Transit Services) we recommend that Administration be directed to implement the Transit Service Measure Improvements - Recommended as outlined in this report;

AND THAT Administration continue with the approach of adjusting service levels to match fluctuating ridership demand and to make incremental adjustments to gradually return to pre-pandemic service levels;

AND THAT Administration report back to Council for direction on future pandemic related impacts that may include the need for major service level reductions from normal levels;

AND THAT Administration report back on or before November 30, 2020 with a plan to commence

testing of a micro transit/On-Demand service pilot project on route 4-Neebing by January 31, 2021;

AND THAT Administration report back on or before April 30, 2021 to provide more information on the benefit, viability and feasibility of implementing future micro transit options or other service adjustment options that may be warranted at that time:

AND THAT any necessary by-laws be presented to City Council for ratification.

Purchase of Two New Tandem Trucks with Sideload Refuse Packers Tender Award

Report No. R 104/2020 (Community Services - Asset Management) recommending award of tender for the replacement of two existing Refuse Packers. The trucks being replaced are 9 and 13 years old and are at the end of their useful life. Both units have exceeded the expected average life cycle of six (6) years for this class of asset. **(Pages 55 – 57)**

With respect to Corporate Report No. R 104/2020 (Community Services – Asset Management), we recommend that Tender No. 24/2020 for the Supply and Delivery of two (2) new Tandem Trucks with Side Load Refuse Packers be awarded to Shu-Pak Equipment Inc. of Cambridge Ontario in the amount of \$649,750 (inclusive of HST);

AND THAT the Manager – Supply Management be authorized to issue any purchase orders related to this tender;

AND THAT the Mayor and Clerk be authorized to sign all documentation related to these matters;

AND THAT any necessary By-laws be presented to City Council for ratification.

Community, Youth & Cultural Funding Program Emergency Funding – Phase III

Report No. R 110/2020 (Community Services) recommending allocation of the remaining \$22,850 of Community, Youth & Cultural Funding Program Emergency Funding to assist existing grant recipients with COVID-19 Pandemic response. **(Pages 58 – 61)**

With Respect to Report R 110/2020 (Community Services – Recreation & Culture) we recommend that \$22,850 in Phase III Community, Youth & Cultural Funding Program Emergency Funding be allocated to Shelter House;

AND THAT this allocation be conditional that the City may request repayment of funds if provincial or federal funding is allocated towards the specific needs funded by CYCFP Emergency Fund;

AND THAT any necessary by-laws be presented to City Council for ratification.

COVID-19: Summer and Fall Services Update

Report No. R 111/2020 (Community Services - Recreation & Culture) providing information on outcomes of Summer Operations that resumed under COVID-19 Pandemic reopening plans and updates on Fall Operations that have recently been approved to reopen, for information only.
(Pages 62 – 70)

PETITIONS AND COMMUNICATIONS

Permanent Thunder Bay Word Sign

Memorandum from Councillor S. Ch'ng dated August 18, 2020 containing a motion recommending the design and installation of a Permanent “Thunder Bay” Word Sign at the waterfront.
(Pages 74 – 75)

With respect to the memorandum from Councillor S. Ch'ng dated August 18, 2020, we recommend the design and installation of a Permanent “Thunder Bay” Word Sign at the waterfront;

AND THAT up to \$100,000 of funding be approved through the City's unallocated Municipal Accommodation Tax funds for the design and installation of the Permanent “Thunder Bay” Word Sign;

AND THAT any necessary by-laws be presented to City Council for ratification.

Election Readiness 2022

Memorandum from Mayor B. Mauro, dated September 4, 2020 containing a motion recommending that that City Council receive a report on the status of the 2022 Municipal Election and on any impacts relative to the COVID-19 pandemic that would impact the 2022 Municipal Election and that the report be received on or before August 23, 2021. **(Pages 74 – 75)**

With respect the memorandum from Mayor B. Mauro, dated September 4, 2020 we recommend that City Council receive a report on the status of the 2022 Municipal Election and on any impacts relative to the COVID-19 pandemic that would impact the 2022 Municipal Election;

AND THAT this work be assigned to the City Clerk and that the report be received on or before August 23, 2021;

AND THAT any necessary by-laws be presented to City Council for ratification.

NEW BUSINESS

ADJOURNMENT



MEETING DATE 09/14/2020 (mm/dd/yyyy)

SUBJECT Confirmation of Agenda

SUMMARY

Confirmation of Agenda - September 14, 2020 - Committee of the Whole

RECOMMENDATION

With respect to the September 14, 2020 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.



MEETING DATE 09/14/2020 (mm/dd/yyyy)

SUBJECT Parking Authority Board Minutes

SUMMARY

Minutes of Meeting Nos. 5-2020 and 07-2020 of the Parking Authority Board held on May 12, 2020 and July 14, 2020, respectively, for information.

ATTACHMENTS

- 1 May 12 2020 Minutes
- 2 July 14 2020 Minutes

Minutes of Meeting

Parking Authority Board

MEETING #: 05
DATE: May 12, 2020
TIME: 2:00 PM
PLACE: Teleconference
CHAIR: Chris Krumpholz, Member

ATTENDEES: Frances Larizza, Member
Brian Hamilton, Member
Jonathan Paske, Supervisor – Parking Authority
Doug Vincent, Manager – Licensing & Enforcement

REGRETS: Mark Smith, GM – Development & Emergency Services
Kara Pratt – Waterfront BIA Representative

1. Confirmation of Agenda

Moved by Frances Larizza, seconded by Chris Krumpholz.

“With respect to the May 12, 2020 Parking Authority Board meeting, it is recommended that the agenda as printed, including any additional information and new business, be confirmed.”

CARRIED

2. Minutes of April 14, 2020 Meeting

Moved by Frances Larizza, seconded by Chris Krumpholz.

“That the minutes of the Parking Authority Board meeting held April 14, 2020 be approved.”

CARRIED

3. Minutes of April 29, 2020 Special Meeting

Moved by Frances Larizza, seconded by Chris Krumpholz.

“That the minutes of the Parking Authority Board special meeting held April 29, 2020 be approved.”

CARRIED

4. Outstanding Items

The RFP for Parking Management Solutions (mobile parking purchase, ticket management system, and online payments) is in progress.

Members were advised that the RFPs for engineering services for both parkade capital projects are being evaluated and successful proponents will soon be selected.

5. Financial Statement

The financial statement indicates at this point in time revenues are approximately 10% below budget however expenses have remained on budget. As the COVID situation continues revenues and some expenses such as wages and some services are expected to decrease. Members were provided the unaudited figures for current debt held by Parking Authority and the current balance of the reserve fund. Once these figures are audited and confirmed the Board will be updated.

6. Discussion of Parking Fee Suspension

Members discussed the end-date of May 31, 2020 for free parking at on-street meters that was decided at the April 14, 2020 meeting.

Moved by Frances Larizza, seconded by Brian Hamilton.

“That the fees charged for on-street parking at metered spaces will continue to be temporarily suspended until the expiration date of the Provincial Emergency Orders, but that the 2 hour maximum parking restriction, and all other parking regulations, continue to apply.”

Frances Larizza – yea

Brian Hamilton – yea

Chris Krumpholz – yea

CARRIED

7. New Business

No new business was brought forward.

8. Next Meeting

The next meeting will be June 9, 2020 at 2:00 PM.

9. **Adjournment**

Moved by Frances Larizza, seconded by Brian Hamilton.

“That the May 12, 2020 Parking Authority Board meeting be adjourned.”

CARRIED

Meeting adjourned at 3:20 PM.

Minutes of Meeting

Parking Authority Board

MEETING #: 07
DATE: July 14, 2020
TIME: 3:00 PM
PLACE: Development & Emergency Services Boardroom
CHAIR: Chris Krumpholz, Member

ATTENDEES: Frances Larizza, Member
Jonathan Paske, Supervisor – Parking Authority
Doug Vincent, Manager – Licensing & Enforcement
Kara Pratt – Waterfront BIA Representative - teleconference

REGRETS: Brian Hamilton, Member
Mark Smith, GM – Development & Emergency Services

1. Confirmation of Agenda

Moved by Frances Larizza, seconded by Chris Krumpholz.

“With respect to the July 14, 2020 Parking Authority Board meeting, it is recommended that the agenda as printed, including any additional information and new business, be confirmed.”

CARRIED

2. Minutes of June 9, 2020 Meeting

Moved by Frances Larizza, seconded by Chris Krumpholz.

“That the minutes of the Parking Authority Board meeting held June 9, 2020 be approved.”

CARRIED

3. Minutes of June 18, 2020 Special Meeting

Moved by Frances Larizza, seconded by Chris Krumpholz.

“That the minutes of the Parking Authority Board meeting held June 18, 2020 be approved.”

CARRIED

4. Outstanding Items

The RFP for Parking Management Solutions (mobile parking purchase, ticket management system, and online payments) is in progress. Negotiations have begun and are on-going and legal services is reviewing the agreement.

Members were advised that the design work for both parkade projects are nearing completion and will soon be tendered. The engineers don't foresee any issues meeting completion regardless of experienced delay.

5. Financial Statement

The financial statement indicates at this point in time revenues are approximately 25% (\$610,200) below budget primarily due to COVID. Expenses are approximately 8% (\$125,600) below budget, mainly due to staff being laid off or redeployed as well as a reduction in enforcement officers, also due to COVID.

Members were provided the pandemic variance projection report that was submitted to the Finance department, for information. It assumes the projected budget variance if the pandemic situation remains as-is at June 30 until the end of the year. At that time it was estimated at \$1.16 million unfavourable. The report was produced before the information about Stage 3 opening was known.

6. Discussion of Parking Fee Suspension

Members discussed the current on-street parking fee suspension.

Moved by Frances Larizza, seconded by Chris Krumpholz.

“That the temporary suspension of parking fees at on-street parking meters ends and that paid parking resumes effective July 20, 2020.”

CARRIED

7. New Business

No new business.

8. Next Meeting

The next meeting will be August 18, 2020. Time to be determined.

9. Adjournment

Moved by Frances Larizza, seconded by Chris Krumpholz.

“That the July 14, 2020 Parking Authority Board meeting be adjourned.”

CARRIED

Meeting adjourned at 3:45 PM.

DEPARTMENT/ DIVISION	Infrastructure & Operations - Engineering	REPORT NO.	R 52/2020
DATE PREPARED	04/28/2020	FILE NO.	
MEETING DATE	09/14/2020 (mm/dd/yyyy)		
SUBJECT	Parking Exemption - Pioneer Drive at Jumbo Gardens		

RECOMMENDATION

For information only.

LINK TO STRATEGIC PLAN

Building on the theme of “Renew” in the strategic plan, this report supports active transportation in the City of Thunder Bay.

EXECUTIVE SUMMARY

At the February 3, 2020 Committee of the Whole meeting, Council requested Administration report back on the feasibility of providing a parking exemption annually for the months of May to June to allow parking on the north side of Pioneer Drive between Jameson Street and Newcastle Drive in bike lanes for special events. An audit of the parking availability in relation to the summer soccer program enrollment was conducted. The study focused on publicly available parking both on the Jumbo Gardens park land and encompassing the surrounding streets. Administration is not supportive of allowing parking in bike lanes, but has prepared an alternative option to alleviate the potential parking congestion in this area with an expansion to the Jumbo Gardens parking lot.

DISCUSSION

The City of Thunder Bay first implemented bike lanes on Pioneer Drive, between Woodcrest Road and Sherwood Drive in 2014 (Infrastructure & Operations – Engineering R 73/2014).

Dedicated bicycle lanes are generally recommended in areas that are designed to be active transportation commuter routes. Investments in designated cycling infrastructure encourage people to choose cycling for commuting and recreational purposes. A roadway safety study conducted by the Transportation Association of Canada found a 70% reduction in vehicle/bicycle collisions when dedicated bike lanes are present. Traffic Engineering principles encourage

consistency in traffic management so that road users know what to expect and how to react, which increases road safety.

Pioneer Drive is classified as a collector road that experiences 4,000 vehicles per day. It serves access to residential neighbourhoods, an apartment complex, elementary school and Jumbo Gardens Park. The recreational soccer program at Jumbo Gardens is active during the months of May and June. In the past 2019 season, Community Services reports 380 participants registered for the youth soccer program.

Area Parking Survey

Prior to implementing bike lanes in 2014, Administration investigated the parking concerns of Jumbo Gardens Park. The utilization of on street parking on Pioneer Drive was only experienced during the months of May and June. Administration determined that if new parking restrictions were imposed on select areas of Pioneer Drive, that the parking needs could be adequately met by utilizing the surrounding on-street parking.

Administration has recently been directed to re-evaluate the parking availability of the area of Pioneer Drive at Jumbo Gardens. In 2019, engineering conducted an updated parking survey of Jumbo Gardens and the surrounding residential neighborhood. Areas of restricted parking were not included, such as areas restricted by existing by-laws, bike lanes and fire hydrants.

The areas of available parking were classified under parkland property and residential streets. Residential streets were sub classified by walking times of 2 minutes and 5 minutes duration from the sports field. See Attachment A for mapped reference.

Table 1 - Parkland Location Spaces Available

Parkland	Location	Spaces Available
	Paved parking lot stalls	42
	Paved Accessible stall	1
	Spaces along hockey rink	17
	Spaces at play structure	17
	Spaces along east access road	21
	Additional spaces made available during peak season	20
Parkland Total		118

Table 2 - Residential spaces within 200 meter radius for 2 minute walking time and 400 meter radius for 5 minute walking time

Residential spaces	200 meter radius for 2 minute walking time	400 meter radius for 5 minute walking time

Jameson Street	59	
Valley Street	29	10
Toivo Street	15	14
Wyndale Street		16
Masters Street		17
Randal Court		5
Skyline Street		12
Sherwood Street		30
Nottingham Crescent		20
Newcastle Drive		27
Sheriff Court		5
Minstrel Bay		17
	Total potential on street spaces within 200 meters	Total potential spaces within 400 meters
	103	173
Total potential on street parking		276

Based upon the results of the area parking survey, there are 118 existing parking spaces on the park lands. The surrounding residential streets provide additional 276 potential legal parking spaces within a 5 minute walk for overflow events. It is recognized that not all on street parking is available at all times due to neighbourhood dynamics, resident use and resident visitor use. From the above chart, it is recorded that there are 103 potential parking spaces within a 2 minute walk from an entrance to the park lands and 173 potential parking spaces within a 5 minute walk from an entrance to the park lands. If all spaces were available for use, 394 legal parking spaces exist.

The findings of the 2019 area parking survey has not differentiated considerably from the initial 2014 area parking survey. The parking requirements of the neighbourhood have generally remained constant over the five years. No new residential or commercial properties have been developed in the immediate area that would result in a decrease of available on street legal parking.

The ratios of required parking for residential and commercial properties are detailed in the City of Thunder Bay zoning by-law. Parking for a community recreation green space is dependent on the area of green space coverage. Jumbo Gardens green space is below the threshold set in the zoning by-law and therefore the amount of parking should be determined by use. The ratio of vehicular parking requirements in relation to the enrolled participants in the active programs is not regarded as a 1:1 provision. Administration recognizes that not all participants need to drive to access the field, some may reside in the area and use active transportation. Regarding those that require vehicular transportation, it is the assumption that spectators would commute in the same vehicle as the participant and that some families would have more than one participant in the vehicle. It is the determination of Administration that the existing combination of parkland

space and legal on street parking resulting in 394 spaces can sustain the capacity of participants and families in the programs at Jumbo Gardens which was 380 in 2019.

The percentage of parkland available parking spaces in relation to the 2019 community program enrollment is 31%. However, if Council decides that additional parking spaces should be provided, Administration has drafted an option for consideration. A concept design of an expanded and paved parking lot has been included in this report as Attachment B. The design would accommodate an additional 45 paved parking stalls in addition to the available 43 paved spaces and the 75 irregular spaces for a total of 163. This development would bring the percentage of parkland parking spaces in relation to community program enrollment to 43%. The estimated cost for this expansion is \$120,000.

Liability and Enforcement

The Parking Authority reports that 27 tickets were cited for vehicles parking in dedicated bike lanes at the Jumbo Gardens location during the months of May and June in the year 2019.

The City of Thunder Bay prohibits vehicles traveling and parking in dedicated bicycle lanes as per the Traffic By-law,

1. Section 14 Parking Prohibited without Signs
2. Section 34 Driving on Sidewalk, Curb, Boulevard or Bicycle Lane
3. Schedule 28 Lists designated bicycle lanes

An examination of other municipalities' by-laws was conducted. No evidence was found allowing periodic vehicular parking in dedicated bike lanes for special events.

Engineering and Operations in consultation with Licencing and Enforcement Division suggest allowing the bike lane to be used for parking would create an unsafe situation for cyclists and could be a liability to the City.

LINK TO EARTHCARE SUSTAINABILITY PLAN

This report supports Goal 6 of the Earth Care Sustainability plan; public and private infrastructure are both strategically used to create seamless, barrier free options for bicycling, walking and transit use in order to create a cleaner, greener more beautiful Thunder Bay.

FINANCIAL IMPLICATION

There are no financial impacts associated with this report.

CONCLUSION

It is concluded that parking restrictions remain in place on Pioneer Drive to protect the dedicated bike lanes and that other options be pursued if additional parking is required.

BACKGROUND

Engineering & Operations was directed at the February 3, 2020 Committee of the Whole, in consultation with the Licensing and Enforcement Division, to review and report back on the ability to provide an exemption, annually for the months of May and June, to allow parking on the north side of Pioneer Drive between Jamieson Street and Newcastle Drive. A potential lack of available parking during peak seasons has prompted users of Jumbo Gardens parklands to request to be able to park in dedicated on road bike lanes.

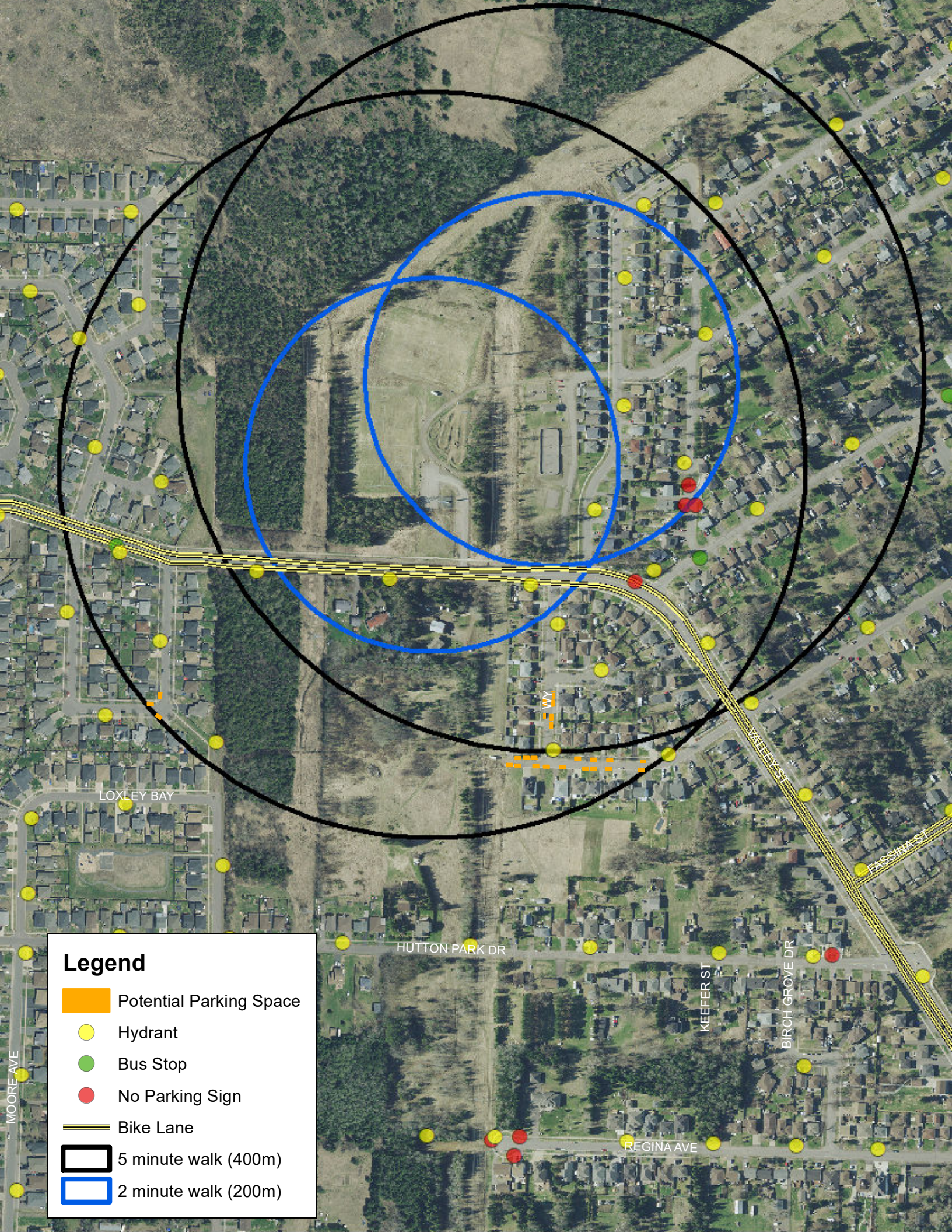
Report 2014.073 was presented to Committee of the Whole on June 2, 2014 and outlined the framework for the next stage of the City’s Active Transportation plan. One of the goals of the report was continue to implement commuter routes based upon current active transportation use and the considerations of future route use. Sections of city roads that have sufficient width to support dedicated bicycle lanes are preferential candidates, dependent on resident parking requirements. A number of roads were proposed that align with planned road rehabilitation capital projects that could support current counts and projected models of the vehicular, active transportation and required parking needs in the area.

REFERENCE MATERIAL ATTACHED:

- Attachment A - Jumbo Gardens parking survey
- Attachment B - Jumbo Gardens Parking Lot Expansion Concept

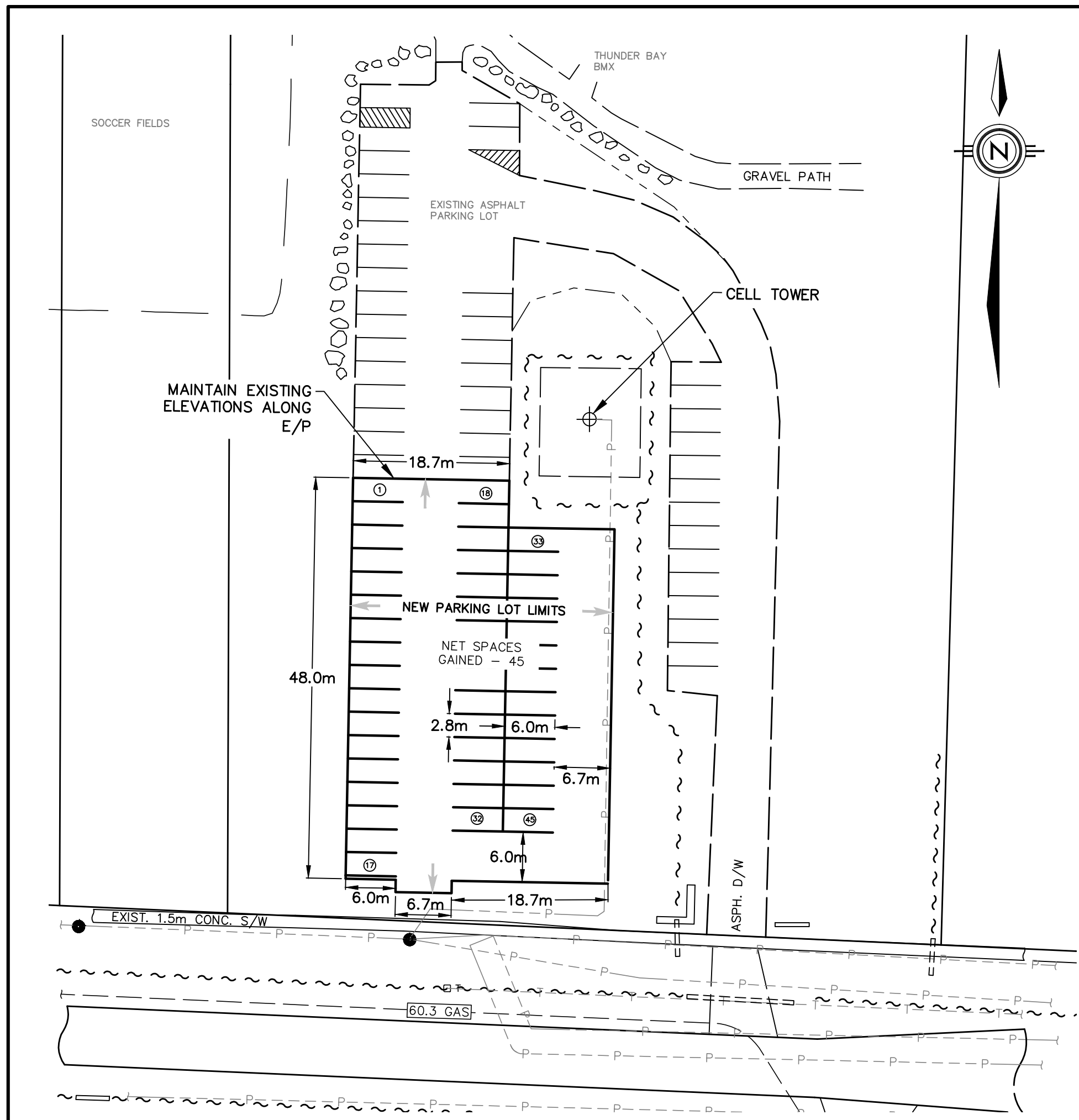
PREPARED BY: David Binch, Traffic Technologist

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	September 2, 2020



Legend

-  Potential Parking Space
-  Hydrant
-  Bus Stop
-  No Parking Sign
-  Bike Lane
-  5 minute walk (400m)
-  2 minute walk (200m)



GENERAL NOTES

PARKING LOT AND BOULEVARD

1. PARKING LOT TO BE CONSTRUCTED AS SHOWN IN THE PLAN VIEW. PROVIDE ONE(1)-50mm LIFT OF H.L.4 ASPHALT, 150mm GRANULAR 'A', 400mm GRANULAR 'B', NON-WOVEN GEOTEXTILE (TERRAFIX 270R OR EQUIVALENT) AND GEO-GRID (TERRAFIX TBX-1500 OR EQUIVALENT)
2. PAVING LIMITS TO BE AS NOTED ON THE DRAWING. ASPHALT TIE-INS SHALL BE BY SAW CUT OR ASPHALT MILLING.
3. CONTRACTOR TO BE RESPONSIBLE FOR REMOVING, REPLACING AND/OR RELOCATING ALL EXISTING TRAFFIC SIGNS REMOVED DURING CONSTRUCTION, AS PER CITY OF THUNDER BAY STANDARD DRAWING M-112.
4. PARKING LOT PAINT TO BE YELLOW, UNLESS OTHERWISE INDICATED. PAINTED LINES, BORDERS, TO BE 100mm WIDE, UNLESS OTHERWISE INDICATED. PARKING STALL WIDTH TO BE TO BE 2.8m UNLESS OTHERWISE INDICATED.
5. DISTURBED LANDSCAPED AND GRASSED AREAS TO BE RE-GRADED AND REINSTATED WITH 75mm TOPSOIL AND SOD

HEALTH AND SAFETY AND UTILITIES

6. ALL CONSTRUCTION SHALL BE CARRIED OUT IN ACCORDANCE WITH THE OCCUPATIONAL HEALTH AND SAFETY ACT (OH&S) AND REGULATIONS FOR CONSTRUCTION PROJECTS.
7. ALL EXCAVATIONS SHALL BE CARRIED OUT IN ACCORDANCE WITH THE ESA/TSSA 'GUIDELINE FOR EXCAVATION IN THE VICINITY OF UTILITY LINES'.
8. PRIOR TO COMMENCING ANY EXCAVATION THE EXCAVATOR MUST OBTAIN VALID UTILITY LOCATES FOR THE ENTIRE WORK AREA BY CONTACTING ONTARIO ONE CALL. IN SOME CASES 3RD PARTY INSPECTION MAY BE REQUIRED BY THE UTILITY OWNER, E.G. HIGH PRESSURE GAS LINES.
9. BURIED UTILITIES MUST BE EXPOSED BY HAND DIGGING (OR HYDROVAC WHERE PERMITTED) PRIOR TO PERFORMING MECHANICAL EXCAVATION WITHIN 1m OF THE MARKED UTILITY LINE. ONCE EXPOSED, MECHANICAL EXCAVATION MUST NOT BE USED CLOSER THAN 0.3m IN ANY DIRECTION OF THE UTILITY LINE.
10. LOCATION OF UNDERGROUND HYDRO, GAS AND TELECOMMUNICATIONS UTILITIES SHOWN ON THE CONSTRUCTION DRAWINGS ARE NOT PRECISE AND MUST BE VERIFIED IN THE FIELD VIA UTILITY LOCATES.
11. ANY MODIFICATIONS REQUIRED TO CITY OF THUNDER BAY STREET LIGHTING, SYNERGY NORTH, HYDRO ONE, OR TELECOMMUNICATIONS CABLES, MANHOLES AND POLES MUST BE COMPLETED BY THE UTILITY OWNER. CONTRACTOR TO CO-OPERATE WITH UTILITY COMPANIES DURING CONSTRUCTION WITH ATTENTION GIVEN TO SCHEDULE OF WORK.
12. FOR ANY EXCAVATIONS GREATER THAN 0.45m IN DEPTH WITHIN 5.0m OF SYNERGY NORTH POLES OR GUY WIRES CONTACT SYNERGY NORTH FOR STRUCTURE SUPPORT REQUIREMENTS GIVING 72 HRS ADVANCE NOTICE. IF EXPOSING UNDERGROUND CABLE/DUCT CONTACT SYNERGY NORTH.

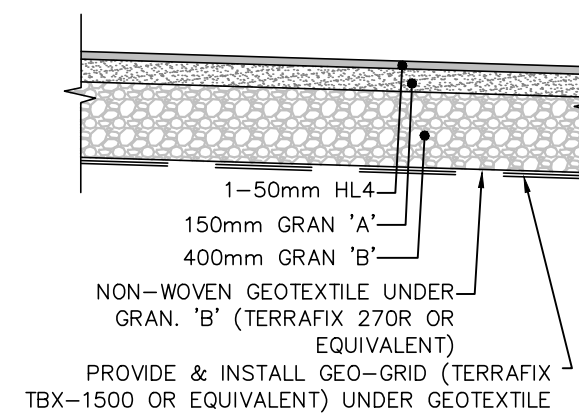
LEGEND

PROPOSED EXISTING

- MANHOLE ○
- ELECTRICAL MANHOLE ○ EL
- ◆ FIRE HYDRANT ○
- ⊕ WATER VALVE ⊕
- ⊕ WATER VALVE IN CHAMBER ⊕
- CATCH BASIN (INLET TYPE) □
- CATCH BASIN (SUMP TYPE) ■
- ×(---) PROPOSED ELEVATION

OTHER EXISTING FEATURES

- ⊕ POWER POLE ⊕ --- × POLE WITH GUY
- ⊕ TELE. MANHOLE * * * * FENCE
- TREE OR SHRUB ○ HEDGE
- S.I.B. □ I.B. ○ R.I.P. ○ BUSH
- ◇ RAILWAY SWITCH --- VALVE IN GAS MAIN
- CURB BOX IN WATER CONN. △ SIGN
- ⊕ TEST HOLE (SOIL) ⊕ MANHOLE C.B.
- ⊕ RETIRED TELE. M.H. --- EXIST. CULVERT
- ⊕ EXIST. M.H. WITH OLD STYLE FRAME & COVER
- TELE. BOX ○ PM PARKING METER ○ M MAIL BOX
- SAN --- SANITARY SEWER
- STM --- STORM SEWER
- W --- WATER MAIN
- T --- BURIED TELE. CABLE
- C --- BURIED SHAW CABLE
- P --- BURIED POWER CABLE
- G --- GAS SERVICE CONN. OR GASMAIN
- ~ ~ ~ DITCH
- TOP OF BANK OR TOE OF SLOPE
- SHLD. OF ROAD
- ==== CONC. CURB & GUTTER



TYPICAL CROSS-SECTION PARKING LOT N.T.S.

Check On Underground UTILITIES BEFORE STARTING ANY WORK

ALL DIMENSIONS ARE IN METRES OR MILLIMETRES UNLESS OTHERWISE NOTED.

	NAME	DATE	ENGINEERING DIVISION	
DRAWN BY	A.D	APR 2020	TITLE JUMBO GARDENS SOCCER FIELDS NEW PARKING LOT PIONEER DRIVE	
TRACED BY				
CHECKED BY				
APPROVED BY				
APPROVED BY			CITY ENGINEER	FILE NO.
SCALE	1:500		SIZE	C

CONTRACT NO. :X:2020

Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations - Engineering & Operations	REPORT NO.	R 62/2020
DATE PREPARED	05/25/2020	FILE NO.	
MEETING DATE	09/14/2020 (mm/dd/yyyy)		
SUBJECT	Traffic Signal Review		

RECOMMENDATION

With respect to Report No. R 62/2020 (Infrastructure & Operations – Engineering & Operations), we recommend that new and reconstructed intersections continue to be constructed to meet AODA standards;

AND THAT standardized pedestrian signal timings be implemented as discussed in this report;

AND THAT any necessary By-laws be presented to City Council for ratification.

LINK TO STRATEGIC PLAN

This report supports the ‘Renew’ strategy of the 2019-2020 One City, Growing Together Corporate Strategic Plan and supports the priority area of cost effective and quality services to citizens through improvements to traffic control infrastructure.

EXECUTIVE SUMMARY

This report identifies pedestrian crossing infrastructure and signal timing improvements implemented following a traffic signal audit carried out in 2016 and 2017 and provides information on the pedestrian signals campaign developed to inform road users of changes to crossing infrastructure.

DISCUSSION

At the September 10th, 2018 Committee of the Whole meeting, Administration was directed to report back on the status of improvements identified in Corporate Report 122/2018 Traffic Signal Review. The report recommended that new traffic signal intersections be built to AODA specifications and that the city standardize the allowable walking speed for pedestrian signals including slower walking speeds in specific areas with vulnerable users as determined in consultation with the Accessibility Advisory Committee. Administration has taken these

recommendations into account when selecting traffic signal and pedestrian crossover locations for design and reconstruction.

Accessibility Standards

The Integrated Accessibility Standards Regulations is the section of the Accessibility for Ontarians with Disabilities Act (AODA) that outlines the requirements of the Design of Public Spaces Standard. Design criteria that apply to intersections include curb ramp slopes, ramp dimensions, tactile surfaces and auditory pedestrian signals (APS).

Intersection Audit

The City has 112 signalized intersections with 800 crossings. The initial traffic signal audit was conducted in 2016 and 2017. This report provides information on the improvements made since the initial audit. The results of the 2016/17 intersection audit found that overall compliance with AODA standards was at 11%. Overall compliance is comprised as meeting all of the following requirements: push button height, push button distance to ramp, audible signals, countdown timers, tactile plates, seasonal accessibility and allotted signal timing.

A comparison of the 2016/17 audit to the projected completed projects at the end of the current 2020 construction year indicates the following progress in compliance. The height of the pedestrian activated buttons was recorded to be 90% compliant with AODA standards in 2016/17. Engineering and Operations has completed the task of relocating all pedestrian buttons to be 100% compliant in regards to recommended button height. In regards to pedestrian signal buttons compliant to the required distance from a curb ramp, 11% met the criteria in 2016/17, now 16% meet the new standard. Many push buttons are installed on traffic signal poles based on older standards, which contributes to the low compliance in terms of distance from the curb. The undertaking to meet the AODA standard in this regard is among the more costly endeavors. The requirements to alter the pedestrian push button location requires the re-location of the traffic signal pole or the installation of dedicated pedestals to house the buttons. Both operations require the dismantling of an intersection, installation of new pole bases and the installation of underground electrical conduit. Engineering is piloting thermal pedestrian activated signals to determine if these can be used to address the pedestrian button distance from curb requirement.

The 2016/17 audit found that 12% of the intersections had countdown walk timers and tactile plates. Additionally, 26 % of the intersections had audible pedestrian signals (APS) and locator tones to indicate the position of the push button. By the end of the current year, 16% will have the countdown timers and tactile plates installed and 32% of the intersections will have the APS technology.

The Roads Division has also confirmed their continued review of the accessibility requirements and the removal of obstacles that hinder the push buttons. Snow removal personnel have been making a conscious effort for many years to keep the buttons as clear as possible given snow storage restraints. It is important to note that snow amounts and frequency of snowfalls are a major contributing factor in determining how successful the city is in keeping the intersections as accessible as possible during the winter months and periods will be experienced at each

intersection when full snow clearing of the roads and sidewalks has not been completed. Roads will continue to respond quickly to accessibility complaints.

The timing allocated to the pedestrian crossing is defined in the Ontario Traffic Control manual. Pedestrian timings must be generous enough to ensure that pedestrians are given enough time to cross safely and comfortably, but not so over-generous that service to vehicular traffic is unnecessarily compromised. The manual prescribes a standard initial “walk” time but it is the “Flashing Don’t Walk” Time that provides sufficient time to allow for a pedestrian to cross safely. The guideline states that an average of 1.2 meters per second should be used for an average walking speed. When the audit was conducted previously, it was found that 61% of the signalized crossings within the City of Thunder Bay were programed to 1.2 m/s or a slower crossing speed. As per the recommendations of the previous report, 100% of all pedestrian phase crossing times have been standardized in the City of Thunder Bay to the average 1.2 m/s crossing speed.

Consultation with Accessibility Advisory Committee

Representatives from the City of Thunder Bay Engineering and Operations Division met with the Accessibility Advisory Committee to discuss the recent improvements that have been implemented along with future objectives from the Committee’s perspective. The previous report recommendations cited that additional timing changes be considered in areas of increased populations of vulnerable road users. The Ontario Traffic Manual recommends, “Flashing Don’t Walk” signal times should be increased to allow for a 0.9 m/s walking speed in areas where there are additional elderly or slower pedestrians crossing the intersection. Engineering recommended intersections within a 200 m radius around, for example, senior centers, nursing homes, hospitals, community centers and elementary schools that would generate an increased number of vulnerable pedestrians have walk times extended. Nine locations in the south end and eleven in the north end of the city were proposed as potential locations that met this criteria. The Accessibility Advisory Committee agreed with the proposed locations and the probable benefit to vulnerable populations. See Attachment A and Attachment B.

Pedestrian Detection Trial

Engineering is investigating the use of automatic pedestrian detection to be utilized at signalized intersections. Automated pedestrian detection systems provide the means to detect the presence of pedestrians as they approach the curb prior to crossing the street, and then “call” the Walk signal without any action required on the part of the pedestrian. These pedestrian detection units also have the ability to detect and monitor the progress of the pedestrian within the crosswalk. The detection camera has the ability to control the allowed crossing time dependent on if the pedestrian is currently in the crosswalk zone. If the pedestrian is still in the crosswalk as the minimum allowable cross time is reached, a time extension will be prompted up to a designated value. This enables an automatic extension of the pedestrian protected phase that could benefit vulnerable road users.

Investigation of pedestrian detection technologies indicates thermal imaging is the most accurate detection for pedestrians currently available. The thermal pedestrian detection technology is not

widely used in Ontario at this time which has resulted in the City of Thunder Bay's intention to trial the technology in a limited and controlled scenario.

The study will monitor the effectiveness of the pedestrian detection unit to accurately detect pedestrians as well as cyclists. The Accessibility Advisory Committee was supportive of this pilot study and the potential increased ease of use and safety for vulnerable users this technology could deliver. This data will be beneficial in studying the potential increased safety applications of such technology and assessed for the value of continued installation at future locations with regard to cost.

Pedestrian Safety Information Campaign

Report 122/2018 recommended an education campaign be developed to educate the public regarding the operation of signalized pedestrian crossings. It has been communicated to engineering staff that there is often confusion and different interpretations around the different phases that appear on a pedestrian crossing signal as well as misunderstanding of what activating a pedestrian signal button will do. Engineering has developed a Pedestrian Safety Information Campaign to address the needs of new users, or those who may be unfamiliar with the procedure. The information campaign has addressed the symbols, signals, and sounds to understand the procedure to safely cross a signalized roadway.

To reach a vast audience in the most economical manor, a media component was created in the form of a television informational commercial. The commercial captured footage of pedestrian traffic signals and demonstrated pedestrians following the prompts applicable with the signal displayed. A voiceover component narrated the proper procedure and reviewed the rights and responsibilities of both pedestrians and vehicular traffic. The informational video was broadcast on local channels available to most television viewers in Thunder Bay and the surrounding area and will be available on the City's website and Active Transportation Facebook page.

In addition, an informational brochure was created to help distribute the pedestrian safety message to a targeted audience. See Brochure in Attachment C. The goal of the brochure is to convey the basic information and lists additional information available on the newly updated City of Thunder Bay website. Distribution of the pamphlet will target audiences that would best benefit from the information including those in the support and mobility sector, such as physiotherapy clinics, rehabilitation clinics, old age homes, and businesses that supply mobility devices such as motorized scooters and wheeled walkers. The brochure is available for educators and support workers to aid in helping their students and clients with understanding and utilizing the pedestrian infrastructure.

LINK TO EARTHCARE SUSTAINABILITY PLAN

This Report supports Goal 6 of the EarthCare Sustainability Plan 2014-2020 to "Inspire and influence the evolution of integrated urban mobility that is efficient, affordable, and accessible."

FINANCIAL IMPLICATION

Recommended actions can be completed within existing 2020 Capital and Operating budgets.

CONCLUSION

It is concluded that new and reconstructed intersections continue to be constructed to meet AODA standards.

It is also concluded that standardized pedestrian signal timings be implemented as discussed in this report.

BACKGROUND

Corporate Report 122/2018 Traffic Signal Review, concluded that new and reconstructed intersections be constructed to meet AODA standards. Also, the report recommended that the city standardize the pedestrian signal timings in identified locations with consultation from the accessibility advisory committee. In addition, a directive was formulated that an education campaign be developed to inform the public about pedestrian traffic signals;

Memorandum from Ms. T. Soderberg, Chair – Accessibility Advisory Committee, dated March 17, 2016 relative to Traffic Lights – Timing Review.

Memorandum from Councillor R. Johnson dated April 18, 2016 containing a motion recommending that a report be provided to City Council that addresses intersections and traffic signals in our City.

REFERENCE MATERIAL ATTACHED:

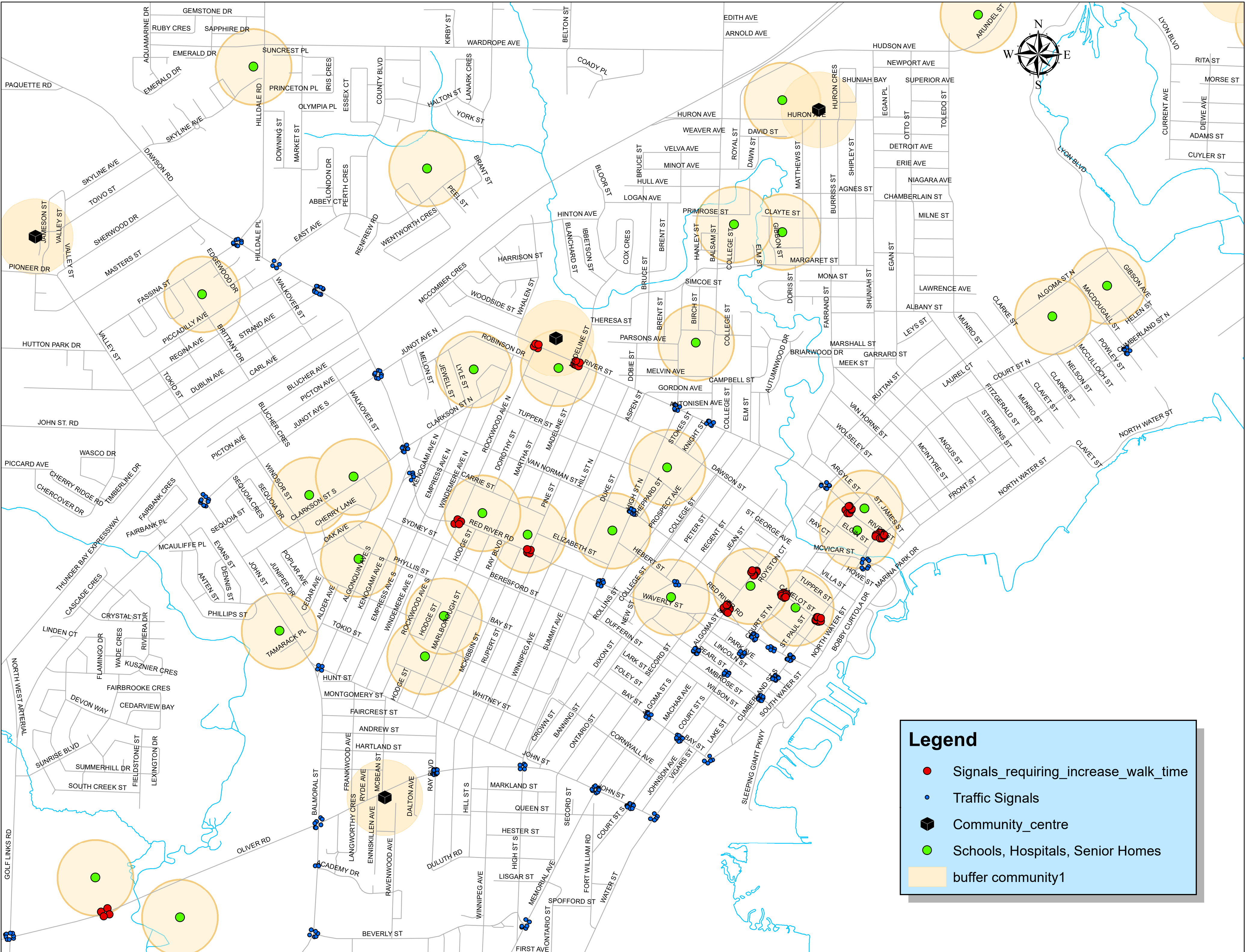
ATTACHMENT A - NORTH SIDE TRAFFIC SIGNALS

ATTACHMENT B - SOUTH SIDE TRAFFIC SIGNALS

ATTACHMENT C - PEDESTRIAN BROCHURE

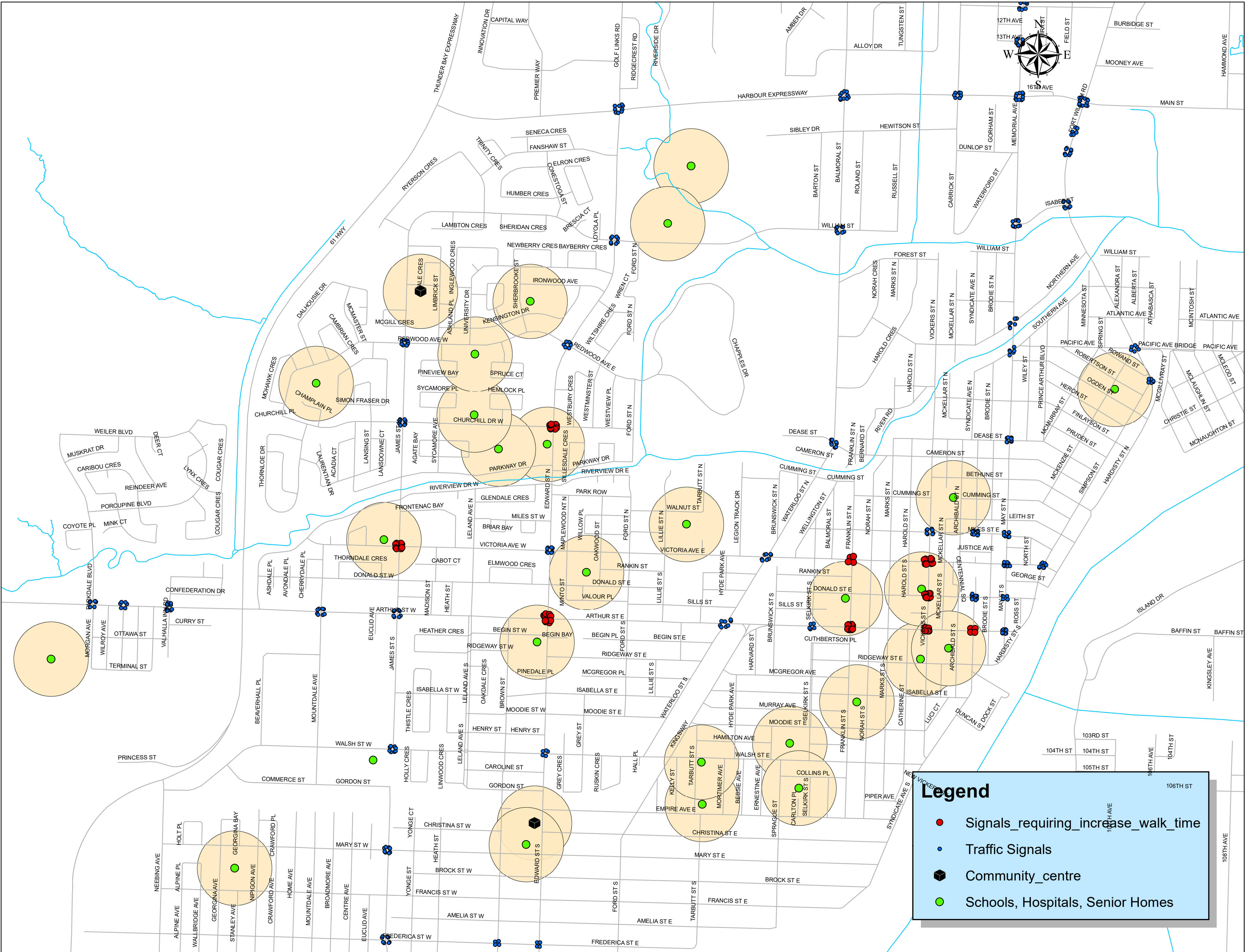
PREPARED BY: DAVID BINCH, TRAFFIC TECHNOLOGIST

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	July 30, 2020



Legend

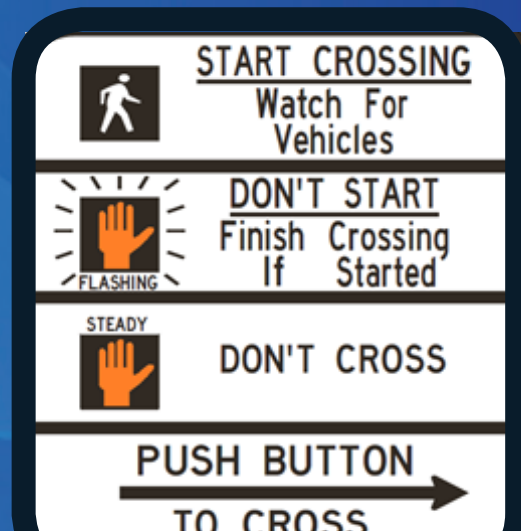
- Signals_requiring_increase_walk_time
- Traffic Signals
- Community_centre
- Schools, Hospitals, Senior Homes
- buffer community1



Legend

- Signals_requiring_increase_walk_time
- Traffic Signals
- Community_centre
- Schools, Hospitals, Senior Homes

The City of Thunder Bay
has updated the pedestrian
traffic signal system



For more information:
www.thunderbay.ca/pedestriansignals

Engineering Department
Victoriaville Civic Center
111 Syndicate Ave
(807) 625-2195





Walk

The walk symbol will appear for a minimum of 7 to 10 seconds.

When the Walk symbol is activated, pedestrians may begin to cross the road.

Pedestrians have the right of way under the walk symbol, but only begin to cross if it is safe to do so.



Flashing Don't Walk Symbol

The Flashing Don't Walk symbol will appear after the Walk symbol.

The Flashing Don't Walk symbol looks like a flashing red hand and will appear for 15 to 30 seconds to allow pedestrians to finish crossing.

If you're part way across the road and the hand starts flashing, keep walking.

Pedestrians are not to enter the intersection to begin crossing, however pedestrians already in the intersection have the right of way and may continue crossing the roadway.



Accessibility for Everyone

The City of Thunder Bay has installed ACCESSIBLE PEDESTRIAN SIGNALS (APS) for those who may have visual or auditory challenges.

You can activate the accessible signal by holding down the crossing signal button for four or more seconds.

Countdown timers display the available time to cross the roadway.

APS emits distinct noises for each direction of travel when it is safe to cross. The APS indicators are:

- “Cuckoo” sound for the North/South direction of travel.
- “Chirp” sound or the “Canadian Melody” sound for the East/West direction of travel.

DEPARTMENT/ DIVISION	Infrastructure & Operations - Central Support	REPORT NO.	R 105/2020
DATE PREPARED	08/21/2020	FILE NO.	
MEETING DATE	09/14/2020 (mm/dd/yyyy)		
SUBJECT	Eye on the Street		

RECOMMENDATION

For information only.

EXECUTIVE SUMMARY

This Report, as required by the Code of Practice, provides an overview of the Eye on the Street Program and presents the statistics related to the 2019 operations in comparison to previous years.

The Report also concludes that the audits completed in 2019 reflect that the program is operating in compliance with the City of Thunder Bay - Code of Practice.

DISCUSSION

The Eye on the Street Program was approved by Committee of the Whole April 4, 2005, Report No. 2005.082 (Central Support) and launched on November 22, 2005. Apex Securities Inc. and TBayTel are the service providers and the Thunder Bay Police Service is a partner. In November of 2016 the monitoring contract with Apex was renewed after their successful response to a Request for Proposal process.

Replacement of Existing Equipment

In 2019, Administration worked with TbayTel to develop a plan to replace the existing cameras and control system. Sufficient funding is now in place to carry out the core system replacement. New cameras will have significantly higher resolution and capture much clearer images after dark. Improvements in recording technology will allow for a proposed increase in retention to 14 days as identified in the 2018 Eye report.

By modernizing the system, the Eye Program will increase the amount of video with evidentiary value. It will improve the ability of operators to clearly identify incidents that require police or EMS interventions and help to more quickly respond to missing person cases. Hardware and

network changes will also make it simpler to add or relocate cameras in the future. The overall goals of the Eye on the Street program are unchanged but the replacement equipment will facilitate future investment in smart technology solutions.

While there have been some delays due to COVID restrictions, cameras and recording system upgrades will begin this fall. Final installation details are awaiting the results of a Thunder Bay Police Services submission for CCTV program funding from the provincial government. If funding is approved, the upgrade will have funding to add cameras in new locations. The upgrade path and potential camera locations continue to be informed by the findings of the Smart Cities project which was done in partnership with police, recognizing that all changes must be achieved within the existing and planned capital envelope.

Activity

It should be noted that although camera usage in some locations appears to be lower than others, the fact that a camera is located at a site is a deterrent. While 2019 has lower incidents counts, more of the video requests have provided evidence. There are also medical events seen on camera which may not trigger a police report but are responded to by EMS or Fire.

The table below reflects the number of times each camera has been used to identify “suspicious activity” by camera operators. Some incidents are seen on multiple cameras. In 2019, 22 events (23 events in 2018) were observed on multiple cameras.

<u>Camera Location</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>Avg/Month</u>
Archibald/Victoria (Victoriaville)	1	0	1	0.1
Syndicate/Donald	12	18	34	1.8
Victoria & Brodie	23	97	153	7.6
Water Street Terminal	44	101	157	8.4
Simpson/Victoria	0	1	1	0.1
Simpson/Rowand	0	0	1	0.0
Red River/Cumberland	2	1	1	0.1
Brodie/Donald (Glengowan)	6	15	6	0.8
May/Victoria	3	15	30	1.3
Red River/Court Street	1	0	3	0.1
215 Red River Road	1	5	2	0.2
TOTAL:	93	253	389	
AVERAGE/month	7.8	21.1	32.4	20.4

Audit Results

Audits are completed quarterly by the Internal Audit & Continuous Improvement Division staff. The audit follows the format outlined in the Code of Practice. The audit process checks the program compliance by:

1. Viewing video;
2. Reviewing log books;

3. Reviewing recorded log access to the Eye office; and
4. Reviewing recorded incidents and data checks for any Municipal Freedom of Information and Protection of Privacy Act requests.

Four audits were completed for the 2019 calendar year. All audits completed to date reflect that the program is operating in compliance with the City of Thunder Bay – Code of Practice for the operation of a Closed Circuit Television System for the downtown surveillance program in Thunder Bay. No changes are recommended in the audit procedures at this time.

Statistics

Statistics on the program are compiled on a monthly basis. The observations of the camera operators, as well as the requests by Thunder Bay Police Service (TBPS) are categorized and results were obtained from the TBPS.

The type and volume of activity being addressed by the camera operators and Police requests include:

<u>Category</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>Monthly Avg</u>	<u>%</u>
Assaults	21	46	70	3.8	25.3%
Theft	2	0	0	0.1	0.4%
Property Damage (incl. vehicle)	2	2	3	0.2	1.3%
Suspicious Activity	9	45	66	3.3	22.2%
Drug/Alcohol	27	104	144	7.6	50.8%
Total:	61	197	283		

The statistics associated with events identified by camera operators are reflected in the table below:

<u>Results</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>Monthly Avg</u>	<u>%</u>
Medical Intervention	9	16	17	1.2	7.8%
Police Defused	15	81	119	6.0	39.7%
Arrest	11	15	41	1.9	12.4%
Gone on arrival	15	51	46	3.1	20.7%
Other	11	34	60	2.9	19.4%
Total:	61	197	283		

In 2019, 56 requests (70 in 2018) from Police for video evidence were processed which provided supporting evidence in 18 of the requests (7 in 2018). Ten (10) cases are pending. In 2019, in 19 of the incidents, EMS and/or Fire were also involved in the response.

The Thunder Bay Police Service (TBPS) supports the continuation of the Eye on the Street program but has recommended a review of the camera locations to ensure the best coverage to meet public safety concerns. They have asked to have input in terms of next steps with the replacement of the existing system and that a decision on technology not be made in a vacuum to meet a minimal standard.

FINANCIAL IMPLICATION

Capital Expenditures

The 2019 Capital Program was approved at \$56,400.

Operating Expenditures

The 2019 operating budget was approved at a net cost of \$133,800. Expenses totaled \$123,227 and revenue of \$2,000 was contributed by the two (2) BIAs served by the cameras, resulting in a net cost of \$121,227.

CONCLUSION

It is concluded that City Council receive the 2019 annual report as required by the Code of Practice.

BACKGROUND

The Eye on the Street Program was approved by Committee of the Whole on April 4, 2005, Report No. 2005.082 (Central Support) and launched on November 22, 2005. Apex Securities Inc. and Thunder Bay Telephone are the service providers and the Thunder Bay Police Service is a partner. The Steering Committee continues to meet and monitors the progress of the program. Report 2006.182 (Central Support) was presented to the Committee of the Whole September 11, 2006 with amendments to one (1) camera location and changes to the Code of Practice.

Report No. 2008.004 (Central Support) amended the annual report for Council to include statistical information only.

REFERENCE MATERIAL ATTACHED:

None

PREPARED BY: Charles Campbell, Manager – Central Support Division

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	September 3, 2020

DEPARTMENT/ DIVISION	Infrastructure & Operations - Environment	REPORT NO.	R 108/2020
DATE PREPARED	08/25/2020	FILE NO.	
MEETING DATE	09/14/2020 (mm/dd/yyyy)		
SUBJECT	Solid Waste Management Strategy Update		

RECOMMENDATION

For information only.

EXECUTIVE SUMMARY

This report outlines the progress made implementing the Solid Waste Management Strategy (SWMS) in 2019 and identifies key planned objectives for 2020.

DISCUSSION

City Council approved the SWMS in principle back in 2014. The SWMS is a blueprint that provides strategic direction for managing residential, multi-residential and Industrial, Commercial, and Institutional (ICI) sector waste management activities. It established a practical and sustainable policy framework for solid waste management in the City of Thunder Bay over the short, medium and long-term planning periods.

As Administration continues to work towards implementing the SWMS, the following outlines the progress made in 2019 and key planned objectives for 2020:

2019 Progress

Continued Implementation of Solid Waste System Financial Plan and Update

The Solid Waste System Financial Plan (SWSFP) was developed with the goal of achieving financial sustainability, full-cost recovery and affordability for consumers while maintaining the City’s services for waste collection, diversion and disposal, including the operating and post-closure management of the landfill site. The approved SWSFP moves the full cost of waste diversion operations to the tax base over four years with the program anticipated to be fully funded by 2020. Also, as part of the approved SWSFP, landfill tipping fee rates have been balanced to include 3% annual rate increases starting in 2017. This represents a reduction from historical annual increases which were between 6-10% prior to approval of the SWSFP.

Administration brought an update to the SWSFP in 2019, and Council approved the adoption of a 20 year Solid Waste (Landfill) Financial Plan.

Curbside Waste Audit

As recommended in the SWMS, the City commenced undertaking a four season waste audit in 2018, with the support from external grant funding. The City had limited background on audit or baseline information from which improvements to diversion, capture and participation rates could be measured. The audit was fully completed in 2019 and will now assist with the monitoring of program success as well as the identification of various challenges with program implementation.

Request for Proposal Development – Municipal Recycling Program

A Request for Proposal (RFP) for collection and processing services for the City's municipal recycling program was developed and advertised to prospective bidders in 2019. The RFP process allowed Administration the opportunity to modernize and ensure long term stability of the program, in addition to seek provisions around an expanded basket of allowable recyclable goods, which was consistent with the direction of the SWMS. The global recycling market conditions and the ability to transition to the new provincial legislative framework when the time comes were accounted for while developing the proposal.

2020 Objectives

Continued Implementation of Solid Waste System Financial Plan

The SWSFP will continue to be followed, with the final year of transitioning costs for diversion from rate supported to tax supported taking place in 2020. This also includes maintaining the landfill tipping fee rate at a 3% increase.

Contract Award -Municipal Recycling Program

The City's current service provider contract for collection and processing services was set to expire on June 30, 2020. In response an RFP was issued, and as a result two responses were received for the work, which were evaluated by a committee. Administration recommended the contract be awarded to the highest scoring proposal, GFL Environmental Inc. for a period of seven years, with two, one year renewal options upon mutual agreement of both parties.

Expanded Recyclable Plastic Collection – Municipal Recycling Program

Provisional pricing options were included in the RFP award for expanding the basket of allowable recyclable goods – consistent with the recommendations of the SWMS. After evaluating the options, it was recommended including all plastic containers with codes No. 1 and 2 to the City's recycling program. The expanded collection program took effective July 1, 2020 and a multi-media advertising campaign was developed to get the message out to the community. As per Council direction, Administration will be reporting back to Council prior to the 2021 budget on options around further expanding the program.

Provincial Regulatory Changes

On November 20, 2016, the provincial government passed Bill 151 – Waste Free Ontario Act (WFOA). On November 29, 2018 the provincial government released the Made-in-Ontario Environment Plan and on March 6, 2019 a Discussion Paper on Reducing Litter and Waste in Our Communities. Since the initial passing of the WFOA, work has been ongoing to transition the provincial waste diversion programs to the new regulatory framework, including the Blue Box Program. A Food and Organic Waste Policy Statement has also been introduced. These changes will have an impact on municipal waste management systems across Ontario in some capacity, including the City of Thunder Bay. Administration continues to remain engaged in the process and has been participating in a Ministry lead working group to help inform the new Blue Box Program regulation, anticipated to be released in draft form later this year.

Automated Waste Collection Review

The SWMS recommends the implementation of an automated cart based system for garbage collection. Automated waste collection is considered to be a best practice in the solid waste management industry, where efficiencies can be gained in the collection of waste.

Administration had anticipated starting this comprehensive review in 2019, but it was deferred due to uncertainty around the impacts of upcoming regulatory changes, the program and service review and ensuring conclusion of the RFP process of our municipal recycling program. This review will commence once we can further clarify and analyze impacts. When the automated collection review is finalized an update will be presented to City Council to seek direction on next steps.

Waste Reduction Success

As Administration continues to implement components of the SWMS, we are seeing positive results in overall waste reduction in the community. The table below summarizes the waste reduction trends from the last five reporting years:

Table 1: Waste Reduction Trends 2015-2019:

Waste Reduction Trends	Comparison Years				
Total residential waste generated (Metric Tonnes)	49,329	47,924	46,516	46,815	46,004
Total residential waste diverted (Metric Tonnes)	11,851	11,566	11,989	12,645	12,204
% of residential solid waste diverted from landfill	24%	24%	26%	27%	27%

LINK TO EARTHCARE SUSTAINABILITY PLAN

The initiatives identified support numerous actions within the Waste section of the EarthCare Sustainability Plan.

The EarthCare Objective A, Corporate Action A “Develop and implement a Solid Waste Management Strategy (SWMS) for the next 20 years”

The EarthCare Objective A, Corporate Action B “Recover the costs of waste from those creating the waste. (Follow the Extended Producer Responsibility model for managing waste as per provincial guidelines)”

The EarthCare Objective A, Corporate Action C “Maintain and promote provincial waste minimization programs”

The EarthCare Objective E, Corporate Action A “Increase the amount of household hazardous waste diverted by maintaining and developing new programs to increase accessibility of diversion programs”

FINANCIAL IMPLICATION

The costs associated with program development and implementation in this report is included in the 2020 Solid Waste and Recycling Services Capital and Operating Budgets.

CONCLUSION

As a result, it is concluded that the objectives identified as part of the Solid Waste Management Strategy implementation in 2020 continue to proceed as outlined.

BACKGROUND

At the April 7, 2014 Committee of the Whole meeting, a resolution was passed relative to Report No. 2014.017 (Roads) – Solid Waste Management Strategy requesting that Administration report back to Council on an annual basis on the progress of the Solid Waste Management Strategy.

REFERENCE MATERIAL ATTACHED:

None.

PREPARED BY: Jason Sherband, Manager – Solid Waste and Recycling Services

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER) Kerri Marshall, General Manager – Infrastructure & Operations	DATE: August 28, 2020
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MEETING DATE 09/14/2020 (mm/dd/yyyy)

SUBJECT Boulevard Lake Cleanup

SUMMARY

At the July 20, 2020, Committee of the Whole meeting, Council directed Administration to report back on several clean up options at Boulevard Lake Park including litter cleanup from the lake bottom, removal of organics from the lake bottom at the beach areas, removal of driftwood, and dredging to provide a deepened channel to meet dragon boat racing standards.

Memorandum from Ms. K. Dixon, Director of Engineering & Operations, dated September 2, 2020 providing information relative to several clean up options at Boulevard Lake Park, for information.

ATTACHMENTS

1 Memorandum from Ms. K. Dixon

Memorandum

TO: Members of Council

FROM: Kayla Dixon, P. Eng., MBA
Director of Engineering & Operations

DATE: September 2, 2020

SUBJECT: Boulevard Lake Cleanup
September 14, 2020 - Committee of Whole Meeting

At the July 20, 2020, Committee of the Whole meeting, Council directed Administration to report back on several clean up options at Boulevard Lake Park including litter cleanup from the lake bottom, removal of organics from the lake bottom at the beach areas, removal of driftwood, and dredging to provide a deepened channel to meet dragon boat racing standards. Administration was asked to look at these opportunities while the Boulevard Lake levels continue to be low due to the drawdown for the Boulevard Dam rehabilitation. Based on the preliminary information collected, Administration determined that a lake bottom litter cleanup would be appropriate at this time.

Litter Cleanup

Parks & Open Spaces has had staff out on the dry lakebed picking up litter, concentrating at the beach locations. There is limited litter on the lakebed surface, but some does exist, including some large items like tires. Administration considered a volunteer cleanup effort, but there is limited staff capacity to organize an event. Parks & Open Spaces will continue efforts to clean up the lake bed as work schedules allow.

Driftwood and Organics Cleanup

Administration has been advised that it is best to leave the driftwood in place as the lake has limited structure, like rock ledges and large boulders, and the driftwood acts as limited fish habitat. In regards to organics cleanup from the lakebed at the beach locations, the baseline water quality testing completed for Boulevard Lake Dam Rehabilitation was reviewed and found that water in the lake meets Provincial Water Quality Objectives, meaning any organics in the lake are not resulting in impacts to the water quality that would negatively impact aquatic life and recreational uses. Additionally lake bottom sediment was also tested and the Environmental Study Report indicates "...that sediments in Boulevard Lake are generally compliant with provincial Objectives; however, historical and current monitoring results indicate that high *E. Coli* levels can occasionally result in swimming advisories being posted. Contributing factors to these occasional exceedances are likely the buildup of goose and gull faeces in the beach areas, warmer water temperatures during the summer months and reduced water flow in the lake."

Initial input identified that removal of organics can displace or otherwise negatively impact benthic invertebrates and aquatic organisms. Further detailed study would be required to identify extent of work, specific environmental concerns, and develop a work plan to mitigate these. Permits and approvals could be required by Ministry of Environment, Conservation and Parks;

Ministry of Natural Resources and Forestry; Lakehead Regional Conservation Authority and/or Department of Fisheries and Oceans depending on the scope of the work. Additionally, it is noted removal of organics would be temporary in nature requiring regular recurring projects to maintain.

Dredging for Dragon Boat Channel

A Boulevard Lake Dredging feasibility study was completed in 2010 which reviewed options to upgrade the existing dragon boat course to an International Dragon Boat Federation Standard. The preferred method identified in the report was mechanical dredging with hydraulic excavators utilizing traditional dump truck hauling during frozen and relatively dry conditions. Several complexities were identified including environmental permits and approvals, which would involve mitigation measures, and costly relocation of Tbaytel fibre optics lines and trunk watermains. At the time of the report, City Engineering indicated the watermain relocation would be costly but feasible, but now it would be recommended to use trenchless methods to replace the watermains when necessary which would involve renewing the existing mains in place. This would save considerable money in environmental studies and approvals as well as construction costs. It would be a long-term project if Council wishes to pursue dredging for an international dragon boat course and would require further study.

KD

cc: Krista Power – City Clerk
Norm Gale – City Manager
Kerri Marshall – General Manager – Infrastructure & Operations

MEETING DATE 09/14/2020 (mm/dd/yyyy)

SUBJECT Police Facility Needs Assessment - Request for Additional Options -
Update

SUMMARY

Memorandum from Chief S. Hauth, Thunder Bay Police Services, dated August 24, 2020 requesting to present a report providing additional options to either build a new facility or expand and upgrade the existing facility to Committee of the Whole on November 23, 2020.

ATTACHMENTS

1 Memorandum from Chief Hauth



MEMORANDUM

Office of the Chief of Police

Tel: (807) 684-1304

Fax: (807) 623-9242

DATE: August 24, 2020
TO: Members of Council
FROM: Chief S. Hauth
SUBJECT: Police Facility Needs Assessment –
Request for Additional Options - Update

At the March 9, 2020 Committee of the Whole meeting representatives from Form Studio Architects and RPL Architects presented its Police Facility Needs Assessment Study – Final Report, which presented options to either build a new facility or expand and upgrade the existing facility.

At that time, it was decided that a further report was required to provide Council with additional options.

At the May 25, 2020 Committee of the Whole meeting, and subsequently ratified at City Council that same evening, a motion was carried relative to recommending that the Steering Committee report to Council additional options for police facilities in the City. In addition, the options would include but not be limited to neighbourhood-based satellite offices and any financial implications of completing the additional review. This report was scheduled to be presented to Committee of the Whole on or before September 30, 2020.

At this time, due to the current pandemic, the timelines for the completion of the report have been extended. In addition, the report will need to be presented to the Thunder Bay Police Services Board prior to the report being presented to Council. It is anticipated that the Board will receive the report at their October 20, 2020 regularly scheduled meeting.

The report will therefore be presented at the November 23, 2020 Committee of the Whole meeting.

Corporate Report

DEPARTMENT/ DIVISION	Corporate Services & Long Term Care - Long Term Care & Senior Services	REPORT NO.	R 19/2020
DATE PREPARED	02/03/2020	FILE NO.	
MEETING DATE	09/14/2020		
SUBJECT	Homemakers Program		

RECOMMENDATION

With respect to Report No. R 19/2020 (Corporate Services & Long Term Care - Long Term Care & Senior Services) we recommend that City Council authorize Administration to facilitate the provision of services to the maximum number of clients while remaining within the Homemakers Program approved annual budget;

AND THAT all necessary by-laws be presented to Council for ratification.

EXECUTIVE SUMMARY

This Report recommends City Council authorize Administration to facilitate the provision of services through the Homemakers Program to the maximum number of clients within the approved annual budget, removing the pre-established cap of 34 clients. This will allow the program services to be provided to more clients in the community, addressing those in crisis situations, including those who do not qualify for services through the LHIN or other agencies.

DISCUSSION

In reference to Report No. 2013.157, Administration has adhered to the direction of Council to provide services to a maximum of 34 individual clients through the Municipal Homemakers Program.

There is demand for these services from citizens who are currently living in crisis situations in the community. The current waitlist for services for this program is 11, a number that has remained consistent since 2016. Although the funds may be available to provide these requested services, further intake has been restricted due to the established maximum.

In reviewing the existing approved budget, as well as community need, the removal of the cap of 34 clients will provide an opportunity to maximize services to those in need in the community and assist in reducing the waitlist. It is estimated that service can be provided to an additional 5-8 clients.

FINANCIAL IMPLICATION

The Homemakers Program currently operates on an annual budget of \$125,000, 80% funded by the province (\$100,000) and 20% funded by the City of Thunder Bay (\$25,000). There are no financial implications to authorizing Administration to facilitate the provision of services to additional individuals within the approved budget and removing the 34 client cap.

CONCLUSION

In conclusion, a recommendation is put forth to authorize Administration to facilitate the provision of services to the maximum number of clients while remaining within the Homemakers Program approved annual budget, eliminating the cap of 34 clients. This change will allow Administration to utilize the available funds to meet the needs of as many clients as possible.

BACKGROUND

In reference to Report 2014.086, the Homemakers Program services consist of meal preparation, laundry, and light housekeeping. The Homemakers Program services are administered by the Jasper Support Program, and the services are contracted out to a Third Party Vendor (currently Bayshore Home Care Solutions). The Ministry of Health and Long Term Care provides 80% of the net monthly costs, and the Municipality incurs 20% of the net costs.

In reference to Report 2014.086, the Homemakers Program is intended to provide additional support services in the home for those individuals who, due to financial circumstances, would otherwise be unable to remain at home, thus avoiding admission into hospitals or long term-care homes. Those individuals on Ontario Disability Support Program (ODSP) and Ontario Works (OW) are eligible.

Most individuals currently receiving homemaking services do not qualify for services through the NWLHIN because they do not require assistance with personal care.

REFERENCE MATERIAL ATTACHED:

None.

PREPARED BY: Heather Mihichuk, Program Manager – Jasper Place, Meals on Wheels, Homemaking

THIS REPORT SIGNED AND VERIFIED BY: Linda Evans, GM Corporate Services & Long Term Care, Treasurer	DATE: September 2, 2020
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DEPARTMENT/ DIVISION	Community Services - Transit Services	REPORT NO.	R 107/2020
DATE PREPARED	08/25/2020	FILE NO.	
MEETING DATE	09/14/2020 (mm/dd/yyyy)		
SUBJECT	Transit Service Update		

RECOMMENDATION

With Respect to Report R 107/2020 (Community Services –Transit Services) we recommend that Administration be directed to implement the Transit Service Measure Improvements - Recommended as outlined in this report;

AND THAT Administration continue with the approach of adjusting service levels to match fluctuating ridership demand and to make incremental adjustments to gradually return to pre-pandemic service levels;

AND THAT Administration report back to Council for direction on future pandemic related impacts that may include the need for major service level reductions from normal levels;

AND THAT Administration report back on or before November 30, 2020 with a plan to commence testing of a micro transit/On-Demand service pilot project on route 4-Neebing by January 31, 2021;

AND THAT Administration report back on or before April 30, 2021 to provide more information on the benefit, viability and feasibility of implementing future micro transit options or other service adjustment options that may be warranted at that time:

AND THAT any necessary by-laws be presented to City Council for ratification.

EXECUTIVE SUMMARY

This report provides Transit service updates that include ridership data pre-COVID and pandemic-related service changes that were introduced in April 2020. With the expiry of the delegated authority assigned to the Manager – Transit Services on March 30, 2020, this report also makes recommendations for service measure improvements that should be implemented. Transit Services will report back in 2021 with further updates and recommendations.

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER) Brad Loroff, General Manager – Community Services (Acting)	DATE: September 3, 2020
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The approved Asset Management Capital Budget included sufficient funding for the replacement of these two (2) Side Load Refuse Packers.

The vehicles being replaced are nine (9) and 13 years old. Both have exceeded the expected average 6 year life cycle for this class of asset.

A Request for Tender was advertised on Bids and Tenders with a closing time and date of 12:00 noon on July 9, 2020. Submissions were made public on July 13, 2020.

As a result of the request for tender, two (2) responses, both of which are listed below, were received. The tendered costs below include HST.

<u>Contractor</u>	<u>Tendered Cost</u>
Shu-Pak Equipment Inc.	\$ 649,750.00 including HST
FST Canada Inc.	\$ 702,498.44 including HST

Administration is of the opinion that the bids received are competitive and accurately reflect anticipated market pricing.

The low tender bid for this project was submitted by Shu-Pak Equipment Inc. of Cambridge, Ontario.

The vehicle specifications and tender bids have been reviewed and approved by the Manager – Fleet Services, the Manager – Solid Waste and Recycling Services, and a representative from Supply Management. The vehicles will meet the needs of the solid waste collection operation in the coming years.

FINANCIAL IMPLICATION

Contract Tender Price	\$ 649,750
Less HST Rebate	\$64,630
Net Cost	\$ 585,120

There are sufficient funds in the existing Capital budgets for the purchase to proceed as Tendered.

CONCLUSION

It is concluded that Tender No. 24/2020 for the replacement of two (2) Tandem Side Load Refuse Packers be awarded to Shu-Pak Equipment Inc. as the lowest qualified tender. It is recommended that the purchase should proceed.

BACKGROUND

None

REFERENCE MATERIAL ATTACHED:

None

PREPARED BY: DOUG GLENA, MANAGER – FLEET SERVICES

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER) Brad Loroff, General Manager – Community Services (Acting)	DATE: September 3, 2020
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Corporate Report

DEPARTMENT/ DIVISION	Community Services - Recreation & Culture	REPORT NO.	R 110/2020
DATE PREPARED	08/31/2020	FILE NO.	
MEETING DATE	09/14/2020 (mm/dd/yyyy)		
SUBJECT	Community, Youth & Cultural Funding Program Emergency Funding – Phase III		

RECOMMENDATION

With Respect to Report R 110/2020 (Community Services – Recreation & Culture) we recommend that \$22,850 in Phase III Community, Youth & Cultural Funding Program Emergency Funding be allocated to Shelter House;

AND THAT this allocation be conditional that the City may request repayment of funds if provincial or federal funding is allocated towards the specific needs funded by CYCFP Emergency Fund;

AND THAT any necessary by-laws be presented to City Council for ratification.

EXECUTIVE SUMMARY

This report recommends allocation of the remaining \$22,850 of Community, Youth & Cultural Funding Program Emergency Funding to assist existing grant recipients with COVID-19 Pandemic response.

Four applications were received, with an additional submission provided for information only with no request. It is recommended that all remaining funds be allocated to Shelter House. Shelter House is facing increased demand on their services, particularly for the Community Feeding Program, while working to meet basic needs of the community.

DISCUSSION

On March 30, 2020 City Council approved the establishment of a \$235,000 Emergency Fund to provide support to organizations currently funded through the Sustaining and Operating Grant streams of the Community, Youth & Cultural Funding Program (CYCFP) to assist them in mitigating the impacts of the COVID-19 Pandemic. Previous emergency funding covered a period of April 1 to June 30 (Phase I) and July 1 to September 30 (Phase II) for priorities related to emergency food and shelter, allocating a total of \$212,150 to five organizations: RFDA,

Shelter House, Roots to Harvest, Northwestern Ontario Women's Centre (Good Food Box Program), and Community Clothing Assistance.

Phase III Funding

A total of \$22,850 remains in the CYCFP Emergency Funding for Phase III allocations. All nineteen (19) currently funded CYCFP organizations in the Operating and Sustaining Grant categories were notified of the availability and application process for Phase III funding. Applicants were asked to submit information on their anticipated need for emergency funding based on immediate and projected impacts of the pandemic, as well as details on other sources of projected/confirmed emergency funding.

Phase III priorities included funding organizations that faced a continued or increased need to provide emergency services, as well as organizations that are experiencing financial hardship due to impacts of the Pandemic.

Summary of Phase III Applications

- Four applicants requested funds: RFDA, Roots to Harvest, Shelter House, Thunder Bay Symphony Orchestra
- Thunder Bay Historical Museum submitted an application with no request, for information on impacts only.

Projected Need and Impacts for Organizations Recommended for Phase III Funding

The following is based on information provided by organizations in their Phase III applications.

Organization:	Regional Food Distribution Assoc.
Projected Need for Phase III Emergency Funding:	\$43,000
Projected Financial Impacts of COVID-19:	\$370,000
Funding Received in Phase I & 2:	\$80,200
Recommended Phase III Funding:	\$0

Organization:	Roots to Harvest
Projected Need for Phase III Emergency Funding:	\$11,225
Projected Financial Impacts of COVID-19:	\$227,000
Funding Received in Phase I & 2:	\$11,100
Recommended Phase III Funding:	\$0

Organization:	Shelter House
Projected Need for Phase III Emergency Funding:	\$50,000
Projected Financial Impacts of COVID-19:	\$342,000
Funding Received in Phase I & 2:	\$113,900
Recommended Phase III Funding:	\$22,850

Organization:	Thunder Bay Symphony Orchestra
Projected Need for Phase III Emergency Funding:	\$19,600
Projected Financial Impacts of COVID-19:	\$42,750
Funding Received in Phase I & 2:	\$0
Recommended Phase III Funding:	\$0

Phase III Recommendations

The full remaining emergency funds is recommended to go Shelter House for the following reasons:

- Significant and immediate need demonstrated for the Community Feeding Program, as demand has increased significantly while there is a drastic loss of food donations;
- Shelter House meets all criteria and continues to provide emergency services to the public at a high demand;
- Shelter House did not receive Phase II funding; and
- The Review Team felt that remaining funds would have the greatest impact if allocated to a single organization.

Recommendations were based on the following factors:

- Urgency and level of need;
- Requested funds based on increased expenses and decreased revenues as a direct result of COVID-19; and
- Availability of other confirmed funding sources, and whether organizations were playing coordinating or umbrella roles for essential services.

Other Emergency Funding Sources

Funding Program staff are in contact with other organizations providing emergency funding, including TBDSSAB, Thunder Bay Indigenous Friendship Centre, Lakehead Social Planning Council (LSPC), United Way, and Thunder Bay Community Foundation as part of a coordinated effort to ensure that all funders are aware of the various sources of emergency funding available, the organizations that have received funding, and the funding terms and intended use/restrictions of allocated funding. This information helps inform recommendations to avoid overlapping of funds and/or contributing to unintended surpluses as a result of overfunding.

FINANCIAL IMPLICATION

The total recommended amount of funding for Phase III is \$22,850, which is the remainder of the \$235,000 total approved emergency funding.

2021 implications of the COVID-19 Pandemic on organizations funded through CYCFP are currently being reviewed in the 2021 application and review process. Information and recommendations will be provided in the annual funding program corporate report by January,

and recommended allocations will be included in 2021 budget submission for Council's consideration.

CONCLUSION

It is concluded that the intake, review, and recommendations for Phase III emergency funding were conducted as anticipated through a simplified CYCFP application process, and therefore that the recommended funding allocation should be approved.

It is further concluded that eligible organizations may experience ongoing need for emergency funds beyond 2020, and that any increases to current levels of their regular funding be considered through review of 2021 Operating & Sustaining Grant applications.

BACKGROUND

On March 30, 2020 City Council approved the establishment of a \$235,000 Emergency Fund to provide support to organizations currently funded through the Sustaining and Operating Grant streams of CYCFP to assist them in mitigating the impacts of the COVID-19 Pandemic. A total of \$212,150 was allocated in Phases I and II.

REFERENCE MATERIAL ATTACHED

None.

PREPARED BY: Leah Prentice, Director – Recreation & Culture

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Brad Loroff, General Manager – Community Services (Acting)	September 2, 2020

DEPARTMENT/ DIVISION	Community Services - Recreation & Culture	REPORT NO.	R 111/2020
DATE PREPARED	09/03/2020	FILE NO.	
MEETING DATE	09/14/2020 (mm/dd/yyyy)		
SUBJECT	COVID-19: Summer and Fall Services Update		

RECOMMENDATION

For information only.

EXECUTIVE SUMMARY

This report provides information on outcomes of Summer Operations that resumed under COVID-19 Pandemic reopening plans and updates on Fall Operations that have recently been approved to reopen.

DISCUSSION

Administration has been engaged in reopening and contingency planning since the start of the COVID-19 pandemic. In reopening services Administration is guided by our reopening principles:

Our Reopening Principles

Safety First

Our first priority is protecting the health and safety of the public and employees. Facilities, programs and services will only re-open when it is safe to do so. We will follow the direction and guidance of the Province and public health.

Value for Money

We will put a priority on reopening programs and services that deliver highest value at best cost under the current circumstances and identify opportunities to cancel or defer reopening or adjust services to support cost containment.

Create Opportunity

We will consider innovative and adaptive ways to serve the community and invest strategically to support economic recovery.

With these principles in mind, Administration has adopted a reopening plan review process to engage key areas in providing feedback on reopening plans before they are finalized. These areas include: Corporate Health & Safety, Human Resources, Facilities Services, Legal Services, Finance Task Team and the Information Task Team. This review may result in a recommendation to cancel or defer the service.

A number of services successfully reopened for summer 2020. Reopening of fall services is currently underway.

Summer Services Outcomes

The following services successfully reopened in summer 2020 with adjustments in place to follow Provincial regulations and relevant guidance documents during the COVID-19 Pandemic. These services were generally very well received by the public, and in some cases exceeded 2019 outcomes.

Parks & Open Spaces

Service	Reopen Dates	Outcomes
Marina	May 15 <i>Full regular season</i>	<ul style="list-style-type: none"> • 98% of 250 permanent slips filled • Sales of fuel, gas, and supplies on pace with 2019 numbers
Playgrounds, Sports Fields, Courts & Parks	Various	<ul style="list-style-type: none"> • Supported increased individual and small group community activities
Golf	May 22 <i>2 week delay compared to regular season</i>	<ul style="list-style-type: none"> • Revenue just over \$1.5M as of August 31st. Increase of \$46k from 2019 at this time • Course utilization averages between 75%-85% • Approx. 21,000 rounds played per course. Increase of 1000-2000 rounds from 2019. • Decrease in Adult memberships offset by increase in punch card purchases • Junior memberships up 14%
Parks Splash Pads	July 8 – September 7	<ul style="list-style-type: none"> • Operated 46 days (7 hr/day) up to and

Service	Reopen Dates	Outcomes
		including Labour Day <ul style="list-style-type: none"> • 3,138+ users • 3.5-4.9 users per hour on average

Community Services

Service	Reopen Dates	Outcomes
Child Care	April 20 <i>Algoma</i> July 27 <i>Grace Remus</i>	<ul style="list-style-type: none"> • Provided Emergency Child Care for Front Line workers at Algoma • Operated with reduced capacity and followed COVID specific safety protocols • Avg. number of children enrolled over the summer: Algoma - 25, Grace Remus- 13 • Many positive responses from parents and appreciation for being able to return to the workforce

Recreation & Culture

Service	Reopen Dates	Outcomes
Events	May 1-7 <i>Youth Arts Week</i> July 1 <i>Canada Day</i> July 8 – Aug 26 <i>Live (on the Waterfront) weekly show</i> <i>All events hosted virtually in 2020</i>	<ul style="list-style-type: none"> • Approx. 26,000+ viewers; average over 2,900/wk for Live • Supported by sponsors & funders • Viewed: <ul style="list-style-type: none"> ○ Throughout region & province ○ Across Canada ○ USA - 25 states ○ International – England, India, Mexico, Dublin, United Arab Emirates, Ireland, Netherlands, Australia, Chile, Sweden, Germany, France, Saudi Arabia. Qatar, Bahrain • Provided profile for community, sponsors, talent
Summer Camps & Playgrounds	July 13 – August 28	<ul style="list-style-type: none"> • 307 children enrolled in Summer Camps at Delaney and Current River

Service	Reopen Dates	Outcomes
		<ul style="list-style-type: none"> • 88/wk average in Playgrounds Program at 6 locations • 23 Junior Inclusion Services clients supported • Positive feedback from parents and appreciation that service was offered
Youth Programs	Delivered virtually throughout closures	<ul style="list-style-type: none"> • 24 virtual Youth Move events in June-August <ul style="list-style-type: none"> ○ Approx. 11 youth per activity • 2 Youth Inclusion Program sessions per week <ul style="list-style-type: none"> ○ Average of 8-10 participants per session • Reach within and beyond YIP target neighbourhoods (Limbrick-Vale, Windsor-Picton-Blucher, Simpson-Ogden), Whitesand First Nation, Gull Bay First Nation, and some northern communities • Increase in participation by 17-20 year olds, an age range that is typically a challenge to engage
Sandy Beach	July 6 – September 6	<ul style="list-style-type: none"> • 7,250+ swimmers • July was busiest month, with up to 300/day average
Churchill Pool	July 29	<ul style="list-style-type: none"> • Avg. 385 swimmers per week • Length swims and most family swim times consistently fully booked since opening • Thunderbolts, Narwhals, Masters and Dive Clubs were able to access pool time
Summer Ice – Current River Arena	August 17 – September 26	<ul style="list-style-type: none"> • Figure Skating, Adult Hockey, Minor Hockey • 23+ user groups • Approx. 460 individuals
Community Centres	Various	<p>The following Board-operated centres have opened:</p> <ul style="list-style-type: none"> • Thunder Bay Community Tennis Centre

Service	Reopen Dates	Outcomes
		<ul style="list-style-type: none"> • West Thunder CC • Oliver Road CC • Current River CC • North McIntyre Rec Centre

Fall Services Update

On August 24, Council approved reopening of the Canada Games Complex, Baggage Building Arts Centre, and school-based Child Care Centres (R103/2020 – COVID-19: Phase 1 Fall 2020 Operations Services Level Changes - Community Services). At that time, Council was advised that reopening of a number of additional fall services was anticipated in September, subject to successful completion of Administration’s reopening plan review process, and that financial implications would not be available until after anticipated reopening dates. Adjustments to services may be made as a result of:

- Provincial regulations and relevant guidance documents
- consideration of the population served by the program/service, their exposure to risk of infection from the virus and/or their priority need for access to programs/services
- the continued need to ensure physical distancing, limit social gatherings to prevent risk of exposure and community spread
- capacity to staff and available volunteer resources
- demand for the program/service & contribution to economic recovery
- sufficient lead time and City capacity to safely reopen the service
- opportunity for cost savings and/or cost avoidance recommendations of Financial Task Team
- geographic distribution of services
- value of re-opening given the seasonal/time limited offering of the program/service and the potential to meet client needs through alternative, lower risk options.

Parks & Open Spaces

Service	Reopen Dates	Services & Key Changes
Conservatory	Week of September 8 (tentative)	<ul style="list-style-type: none"> • Reopening review process successfully completed • Limited person capacity • No events or ceremonies

Community Services

Service	Reopen Dates	Services & Key Changes
School-based Child Care	September 8 <i>Woodcrest</i>	<ul style="list-style-type: none"> • Reopening for pre-school age children first with plan to provide before and after school care when possible
	Mid-late September <i>Ogden</i>	<ul style="list-style-type: none"> • Operating in accordance with updated COVID specific safety protocols • Using cohort groupings of children and operating at a reduced capacity

Recreation & Culture

Service	Reopen Dates	Services & Key Changes
FW Stadium	September 8	<ul style="list-style-type: none"> • Reopening plan review process successfully completed • Flag football, minor football, soccer • Limited spectator & field capacity • No access to dressing rooms
Canada Games Complex	Late September	<ul style="list-style-type: none"> • Pre-booked pool programming & fitness classes. Registration begins September 17 • Babysitting service & towel rental not available • Children & Youth programs limited to fitness based programs • Limited capacity in work out areas due to social distancing • Thunder Bolts and Dive Club will return to CGC
55+	September 14	<ul style="list-style-type: none"> • Reopening plan review process successfully

Service	Reopen Dates	Services & Key Changes
West Arthur Older Adults	September 24	<p>completed</p> <ul style="list-style-type: none"> • Limited registered & drop-in programs starting Sept. 21 • Temporary elimination of some programs such as card games, pickleball, badminton, dancing and mah jong • Continued Support Services Telephone Assurance Program <ul style="list-style-type: none"> ○ approx. 2,500 visits/calls made during closure by over 100 volunteers • Reduced operating hours to Monday to Friday 8:30 to 4:30 at 55 Plus Centre and only Thursday and Friday at WACC • Reduced capacity for social distancing
Arenas	<p>Currently Open <i>Current River</i></p> <p>September 21 <i>Delaney</i></p> <p>Sept 27* <i>Port Arthur</i> <i>Grandview</i> <i>Neebing</i></p> <p>Mid-October <i>Fort William</i> <i>Gardens</i> <i>Curling Club</i></p>	<ul style="list-style-type: none"> • Reopening plan review process successfully completed • Hockey, figure skating, speed skating, public skating • Reduced ice time to allow for cleaning (15min buffers) • Reduced capacity for participants & spectators • Typically serve over 8,000 participants from 15 organized sport groups, 195 private ice renters, and school programs • 2020-2021 rentals and participation numbers are in the process of being confirmed through the annual ice allocation and group registration processes <p><i>*subject to confirmed demand for ice time and capacity to open for specific dates. Opening dates may be staggered into October.</i></p>
Neighbourhood Recreation Program (NRP)	Late September	<ul style="list-style-type: none"> • Reopening review process successfully completed • 3 school-based sites • Daily cohorts in accordance with Summer Camp Guidelines with reduced capacity due to cohort sizes • Registration begins September 17
Baggage	October	<ul style="list-style-type: none"> • Limited programming & rentals available

Service	Reopen Dates	Services & Key Changes
Building Arts Centre		

FINANCIAL IMPLICATION

There are no new financial implications with this report.

Anticipated financial implications of services previously approved to open have been conveyed in prior reports. Financial implications associated with reopening of fall services will be provided later this fall as actual information is available to inform these implications, and/or through Q3 variance report.

CONCLUSION

It is concluded that Council receive this report as information and that Administration will report back to Council with additional fall/winter service recommendations and updates.

BACKGROUND

On June 1, Council approved Phase 1 Summer 2020 Operations service level changes (Report 65/2020 – Phase 1 Summer 2020 Operations Service Level Changes – Community Services, Recreation and Culture).

On June 22, 2020 Council approved the reopening of a number of summer services with modifications including summer camps, Playgrounds Program, Junior Inclusion Services, neighbourhood splash pads, Sandy Beach, and Algoma Child Care Centre (Report 76/2020 – Community Services – Recreation and Culture - COVID-19: Phase 2 Summer 2020 Operations Service Level Changes).

On July 20, 2020 Council approved the reopening of Grace Remus and Private Home Child Care, Churchill Indoor Pool, Community Centres (West Thunder, Oliver Road, North McIntyre, Current River), and outdoor sportsfields (Report 81/2020 – Community Services – Recreation and Culture – COVID-19: Phase 3 Summer 2020 Operations Service Level Changes).

On August 24, Council approved reopening of Canada Games Complex, Baggage Building Arts Centre, and School-based Child Care, and received information regarding reopenings anticipated to occur in September, including arenas, Fort William Stadium, 55+/West Arthur Older Adults, Neighbourhood Recreation Program, and City-operated Community Centres (R103/2020 – COVID-19: Phase 1 Fall 2020 Operations Services Level Changes - Community Services).

REFERENCE MATERIAL ATTACHED:

None.

PREPARED BY: LEAH PRENTICE, DIRECTOR – RECREATION & CULTURE

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Brad Loroff, General Manager – Community Services (Acting)	September 3, 2020

MEETING DATE 09/14/2020 (mm/dd/yyyy)

SUBJECT Permanent Thunder Bay Word Sign

SUMMARY

Memorandum from Councillor S. Ch'ng dated August 18, 2020 containing a motion recommending the design and installation of a Permanent "Thunder Bay" Word Sign at the waterfront.

RECOMMENDATION

With respect to the memorandum from Councillor S. Ch'ng dated August 18, 2020, we recommend the design and installation of a Permanent "Thunder Bay" Word Sign at the waterfront;

AND THAT up to \$100,000 of funding be approved through the City's unallocated Municipal Accommodation Tax funds for the design and installation of the Permanent "Thunder Bay" Word Sign;

AND THAT any necessary by-laws be presented to City Council for ratification.

ATTACHMENTS

Memorandum from Councillor S. Ch'ng

Memorandum

Office of the City Clerk
Fax: 623-5468
Telephone: 625-2230

TO: Krista Power, City Clerk

FROM: Councillor S. Ch'ng, Chair – 50th Anniversary Committee

DATE: August 18, 2020

SUBJECT: Motion – Permanent Thunder Bay Word Sign
Committee of the Whole – September 14, 2020

This memo is to seek Council's support for a Permanent "Thunder Bay" Word Sign at the waterfront similar to ones in Toronto, Winnipeg and Hamilton and to request that the following members of staff make a brief related presentation:

Ms. Karen Lewis, Director – Corporate Strategic Services
Ms. Stephanie Reid, Digital and Travel Media Officer

The ice "Thunder Bay" sign for Family Day this past February was wildly popular. Administration advised the 50th Anniversary Committee that the majority of the 7,000 visitors for the event (SnowDay on the Waterfront) took their pictures with the sign and the reach on Facebook was significant (the reach of people sharing pictures/posts with the sign was 12,000 on the City's and Tourism's Facebook pages combined and over 1,300 on Instagram).

The Toronto Sign is the 3rd most visited attraction in Toronto and is consistently one of the most photographed sites in the city as posted on Instagram (Source – Toronto Star).

This project was approved as the legacy project by the 50th Anniversary Steering Committee at its meeting on June 19, 2020, and Administration recommends the project for its promotional value and anticipated contribution to economic recovery as well as its feasibility for completion as a 50th Anniversary legacy project despite the COVID-19 response.

The projected sign cost, including engineering and design, is expected to be approximately \$150,000.

The 50th Anniversary Committee is preparing an application to the CEDC's Tourism Investment Committee for a contribution of \$50,000 (1/3 of the total cost) from its portion of the Municipal Accommodation Tax (MAT). We are requesting to present to them at the September meeting.

We are asking City Council to approve up to \$100,000 (2/3 of the total cost) through the City's portion of the unallocated MAT, which Administration has confirmed as available.

Having said that, we are hoping to offset a portion of that and are working with stakeholders and funding programs for opportunities to seek funding to assist with this project.

The final sign design concept will be approved by the 50th Anniversary Committee as a legacy project with a final information report to Council on the design chosen.

I am seeking your approval of the following resolution:

With respect to the memorandum from Councillor S. Ch'ng dated August 18, 2020, we recommend the design and installation of a Permanent "Thunder Bay" Word Sign at the waterfront;

AND THAT up to \$100,000 of funding be approved through the City's unallocated Municipal Accommodation Tax funds for the design and installation of the Permanent "Thunder Bay" Word Sign;

AND THAT any necessary by-laws be presented to City Council for ratification.

C.C. Karen Lewis, Director – Corporate Strategic Services
Stephanie Reid, Digital and Travel Media Officer, Tourism Thunder Bay
Members of the 50th Anniversary Committee

MEETING DATE 09/14/2020 (mm/dd/yyyy)

SUBJECT Election Readiness 2022

SUMMARY

Memorandum from Mayor B. Mauro, dated September 4, 2020 containing a motion recommending that that City Council receive a report on the status of the 2022 Municipal Election and on any impacts relative to the COVID-19 pandemic that would impact the 2022 Municipal Election and that the report be received on or before August 23, 2021.

RECOMMENDATION

With respect the memorandum from Mayor B. Mauro, dated September 4, 2020 we recommend that City Council receive a report on the status of the 2022 Municipal Election and on any impacts relative to the COVID-19 pandemic that would impact the 2022 Municipal Election;

AND THAT this work be assigned to the City Clerk and that the report be received on or before August 23, 2021;

AND THAT any necessary by-laws be presented to City Council for ratification.

ATTACHMENTS

1 Memorandum from Mayor B. Mauro

Memorandum

Office of the Mayor
Fax: 623-5468
Telephone: 625-3600

TO: Krista Power, City Clerk
FROM: Mayor Bill Mauro
DATE: September 4, 2020
SUBJECT: Request for a Report – Election Readiness 2022
Committee of the Whole – September 14, 2020

The Municipal Election is scheduled to take place in October 2022 and with the current realities of COVID-19, I believe it is important that Council and the public be advised of any impacts of the pandemic as it relates to the next Municipal Election. While I understand there are legislative regulations relative to the conduct of elections and that work is the statutory obligation of City Clerk, Krista Power, information would be beneficial for council and the public as we navigate through new realities.

As such, I present the following motion for consideration;

With respect the memorandum from Mayor B. Mauro, dated September 4, 2020 we recommend that City Council receive a report on the status of the 2022 Municipal Election and on any impacts relative to the COVID-19 pandemic that would impact the 2022 Municipal Election;

AND THAT this work be assigned to the City Clerk and that the report be received on or before August 23, 2021;

AND THAT any necessary by-laws be presented to City Council for ratification.