



AGENDA MATERIAL

COMMITTEE OF THE WHOLE

MEETING DATE: MONDAY, DECEMBER 6, 2021

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

TIME: 6:30 P.M.



MEETING: Committee of the Whole

DATE: Monday, December 6, 2021 *Reference* *COW - 1/53*

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

Committee of the Whole - Closed Session

Chair: Councillor Aldo Ruberto

Closed Session Agenda will be distributed separately to Members of Council and EMT only.

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

Committee of the Whole - Operations Session

Chair: Councillor Brian McKinnon

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - December 6, 2021 - Committee of the Whole **(Page 10)**

WITH RESPECT to the December 6, 2021 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

PRESENTATIONS

2021 Mayor's Community Safety Awards

Memorandum from Community Safety & Well-being Specialist Lee-Ann Chevrette, dated November 10, 2021, requesting the presentation of the 2021 Mayor's Community Safety Awards. **(Pages 11 – 12)**

ITEMS ARISING FROM CLOSED SESSION

REPORTS OF COMMITTEES, BOARDS AND OUTSIDE AGENCIES

Clean, Green & Beautiful Committee Minutes

Minutes of Meeting 6-2021 of the Clean, Green & Beautiful Committee held on September 15, 2021, for information. **(Pages 13 – 16)**

REPORTS OF MUNICIPAL OFFICERS

Asset Management Plan: Phase One

Report R 167/2021 (Infrastructure & Operations) recommending that City Council approve the Asset Management Plan: Phase One in principle. **(Pages 17 – 20)**

Attachment A: Asset Management Plan: Phase One **(Distributed Separately)**

Memorandum from Project Manager Steven Murphy, dated November 15, 2021, requesting to provide a presentation on the above noted. **(Page 21)**

WITH RESPECT to Report R 167/2021 (Infrastructure & Operations), we recommend that City Council approve the Asset Management Plan: Phase One in principle;

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

Alloy Drive & Miles Street - Local Improvement

Report R 152/2021 (Infrastructure & Operations – Engineering & Operations) recommending Local Improvement projects on Alloy Drive and Miles Street. **(Pages 22 – 27)**

WITH RESPECT to Report R 152/2021 (Infrastructure & Operations – Engineering & Operations), we recommend that the Local Improvement project for curb and gutter on Alloy Drive between Balmoral Street to Central Avenue be included in the 2022 Proposed Capital Budget for \$353,800 (gross) and \$29,900 (net);

AND THAT the Local Improvement project for storm sewer on Alloy Drive between Balmoral Street to Central Avenue be included in the 2022 Proposed Capital Budget for \$250,600 (gross) and \$5,600 (net);

AND THAT the Local Improvement project for curb and gutter on Miles Street between Edward Street to Leland Avenue be included in the 2022 Proposed Capital Budget for \$181,300 (gross) and \$50,600 (net);

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

Private Lead Water Service Replacement Financial Assistance Program – Update

At the January 11, 2021 Committee of the Whole meeting, a resolution was passed directing Administration to report back in the fall of 2021 on the Private Lead Water Service Replacement Financial Assistance Program and provide recommendations on the status of loans issued along

with any demand not met by the existing loan envelope.

Report R 162/2021 (Infrastructure & Operations - Environment) recommending changes to the financial assistance program for Private Lead Water Service Replacements. **(Pages 28 – 31)**

WITH RESPECT to Report R 162/2021 (Infrastructure & Operations - Environment) we recommend that City Council approve the changes to the financial assistance program for Private Lead Water Service Replacements as contained within this report;

AND THAT the maximum loan amount be increased to \$5,000 of eligible costs;

AND THAT an individual grant amount of \$1,000 towards eligible costs be established as part of the program for property owners that qualify under the Tax and Water Credit Program for Low-Income Seniors and Low-Income Persons with Disabilities or the Tax and Water Credit Program for Low-Income Persons as part of the program;

AND THAT a maximum of \$10,000 in grants be issued annually;

AND THAT Administration report back annually on the success of the program;

AND THAT the Mayor and Clerk be authorized to sign all documentation related to this matter;

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

Tree Production- Feasibility Assessment

At the August 9, 2021 Committee of the Whole meeting a resolution was passed directing Administration to prepare a report on the feasibility of building an orchard in the City and growing trees.

Report R 168/2021 (Infrastructure & Operations - Engineering & Operations), recommending that Parks and Open Spaces implement a City operated tree nursery that will produce a target of 50% of the trees required for the annual tree plant. **(Pages 32 – 36)**

WITH RESPECT to Report R 168 /2021 (Infrastructure & Operations - Engineering & Operations), we recommend that Parks and Open Spaces implement a City operated tree nursery that will produce a target of 50% of the trees required for the annual tree plant;

AND THAT a position be added to the Forestry and Horticulture group in the 2022 budget with an Operating budget increase of \$105,000 for Council's consideration in order to provide the additional planning and administration resource capacity required for the tree nursery expansion;

AND THAT \$30,000 be added to the 2022 Capital budget for Council's consideration;

AND THAT the Mayor and Clerk be authorized to execute all necessary documentation;

AND THAT any by-laws as necessary be presented for ratification.

Pool 6 Infrastructure Requirements

Report R 174/2021 (Infrastructure & Operations - Engineering & Operations) relative to the above noted. **(Distributed Separately)**

Centennial Park Wayfinding Plan

At the July 19, 2021 Committee of the Whole meeting a resolution as passed directing Administration report back with options for wayfinding signage at Centennial Park and Trowbridge Falls.

Report R 165/2021 (Infrastructure & Operations - Engineering & Operations) providing timelines and estimated costs to develop and install Wayfinding Signage in Centennial Park, for information. **(Pages 39 – 50)**

Speed Restrictions on Arthur Street

At the August 9, 2021 Committee of the Whole meeting a resolution was passed directing Administration to investigate and report back by December 6, 2021 on the potential decrease of speed limits on Arthur Street in addition to any potential traffic calming measures that may be recommended.

Report R 173/2021 (Infrastructure & Operations - Engineering & Operations), relative to the above noted, for information. **(Pages 51 – 54)**

PETITIONS AND COMMUNICATIONS

School Bus Stop Arm Cameras

Memorandum from Councillor Kristen Oliver, dated October 25, 2021, containing a motion directing Administration to explore the implementation of a school bus stop arm camera program. **(Pages 55 – 56)**

WITH RESPECT to the Memorandum from Councillor Kristen Oliver dated October 25, 2021, we recommend that Administration be directed to explore the implementation of a school bus stop arm camera program in the City and provide a report to Council inclusive of a review of existing stop arm camera programs in the province, potential partnerships with private sector service providers, and operational impacts;

AND THAT the report include benefits and costs associated with a stop arm camera program;

AND THAT Administration report back on or before September 12, 2022;

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

Neebing River - Request for Report

Memorandum from Councillor Brian Hamilton, dated November 10, 2021, containing a motion requesting a report for information relative to the above noted. **(Pages 57 – 58)**

WITH RESPECT to the Memorandum from Councillor Brian Hamilton dated November 10, 2021, we recommend that Administration provide information relating to the jurisdictional authority for river use and maintenance;

AND THAT Administration include in the report current maintenance activities completed and planned by the City;

AND THAT Administration review and identify potential locations that could be used for safe watercraft launching including costs to establish and maintain the locations;

AND THAT Administration report back on or before May 2, 2022;

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

OUTSTANDING ITEMS

Outstanding List for Operations as of November 23, 2021

Memorandum from City Clerk Krista Power, dated November 23, 2021 providing the Operations Outstanding Items List, for information. **(Pages 59 – 61)**

OPEN SESSION in the S.H. Blake Memorial Auditorium

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

REPORTS OF COMMITTEES, BOARDS AND OUTSIDE AGENCIES

Thunder Bay District Health Unit - Board of Health Minutes

Minutes of Thunder Bay District Health Unit - Board of Health Meeting held on October 20, 2021, for information. **(Pages 62 – 68)**

Sister Cities Advisory Committee Minutes

Minutes of Meetings 04-2021, 05-2021 and 06-2021 of the Sister Cities Advisory Committee held on May 5, 2021, September 15, 2021 and October 6, 2021, for information. **(Pages 69 – 77)**

Accessibility Advisory Committee Minutes

Minutes of Meeting 08-2021 of the Accessibility Advisory Committee held on October 14, 2021, for information. **(Pages 78 – 87)**

The District of Thunder Bay Social Services Administration Board Minutes

Minutes of Meetings 15/2021 and 16/2021 (Closed) of The District of Thunder Bay Social Services Administration Board held on October 21, 2021, for information. **(Pages 88 – 103)**

REPORTS OF MUNICIPAL OFFICERS

Update Dease Park Redevelopment, Potential Future Uses former Dease Pool Site and Proposed Traffic Calming Measures Dease Street

At the March 22, 2021 Committee of the Whole meeting a resolution was passed directing Administration to proceed with broader public engagement on a new proposed re-development option for the former Dease Pool site and report back with a recommendation on the revised concept plans by Q3 2021.

Report R 161/2021 (Community Services – Recreation and Culture; Infrastructure and Operations - Parks and Open Space) providing an update on the results of public engagement, and recommending approval of a revised concept plan for the redevelopment of Dease Park, and that Administration proceed with detailed design of the former Dease Pool site based on a proposed skate park/urban plaza concept plan. **(Pages 104 – 130)**

WITH RESPECT to Report R 161/2021 (Community Services – Recreation and Culture; Infrastructure and Operations - Parks and Open Space), we recommend that Council receive the results of public engagement;

AND THAT Council approve a revised concept plan for the redevelopment of Dease Park, as reflected in Attachment A in this report;

AND that Council approve Appropriation #29 (Attachment F) to support construction Dease Park - Phase 1 redevelopment in 2022;

AND THAT Administration proceed with detailed design of the former Dease Pool site, in consultation with the Thunder Bay Skateboard Coalition and the community, based on a proposed skate park/urban plaza concept plan, as reflected in Attachment B in this report;

AND THAT Administration consult with the Heritage Advisory Committee, as part of the detailed design phase, regarding a more refined concept plan for the commemoration of the cultural history of Dease Pool, including the form, content, and location of that commemoration;

AND THAT Council direct Administration to conduct the necessary traffic calming pilot studies to inform future recommendations regarding the proposed traffic calming measures for Dease Street;

AND THAT Administration report back on the detailed design plans for the former Dease Pool site, the concept plan for the commemoration of the cultural history of Dease Pool and traffic calming measures by Q4 2022;

AND THAT Administration work in partnership with project partners and the community to continue to explore external funding opportunities to advance the redevelopment of Dease Park and the former Dease Pool site projects;

AND THAT the implementation schedule for future phases of Dease Park/former Dease Pool site be contingent on the priority of this project relative to other park renewal/redevelopment priorities, the available capital budget, and success with external funding applications;

AND THAT Administration include in the draft 2023 Parks and Open Space capital budget for Council's consideration funding to accelerate future phases of park redevelopment based on completed detailed design plans;

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

Transit Fare Strategy 2022 - 2026

At the March 8, 2021 Committee of the Whole meeting, a resolution was passed directing Administration to report back with options relating to alternative fare strategies.

Report R 163/2021 (Community Services – Transit Services) recommending that the Transit Fare Strategy presented in this Report be adopted. **(Pages 131 – 138)**

WITH RESPECT to Report R 163/2021 (Community Services – Transit Services), we recommend that the Transit Fare Strategy presented in this Report be adopted;

AND THAT proposed adjustments to age categories, fare rates and the transfer validity period be implemented following approval of the 2022 Community Services User Fee schedule;

AND THAT Administration report back with recommendations and implications for a proposed Affordable Monthly Bus Pass program by Q4 2022;

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

User Fee Model & Affordable Access Pilot

At the March 8, 2010 Committee of the Whole meeting, Council passed a resolution to endorse the Affordable Access to Recreation Policy Framework and requested that Administration review the cost recovery model and present a report to Committee of the Whole on the effectiveness of the model as it relates to affordable access and the "Everyone Plays" Policy.

Report R 164/2021 (Community Services - Recreation & Culture) recommending adoption of a Benefit & Cost Recovery Continuum Model to be used for establishing Recreation & Culture Division User Fees beginning in 2023. **(Pages 139 – 149)**

WITH RESPECT to Report R 164/2021 (Community Services – Recreation & Culture), we recommend that the Benefit & Cost Recovery Continuum Model as attached to this Report be adopted;

AND THAT the Continuum Model be used by Administration to recommend Recreation & Culture Division User Fees beginning in 2023;

AND THAT Administration report back with recommendations and implications for a proposed Affordable Access to Recreation & Culture Pilot by Q4 2022;

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

Application to Northern Ontario Heritage Fund for Fort William Stadium

Report R 172/2021 (Community Services - Recreation & Culture) recommending that Administration submit a Stage 2 application for funding in the amount of \$1,188,640 to the Northern Ontario Heritage Fund Community Enhancement Program for infrastructure improvements at Fort William Stadium. **(Pages 150 – 153)**

WITH RESPECT to Report R 172/2021 (Community Services – Recreation & Culture), we recommend that Administration submit a Stage 2 application for funding in the amount of \$1,188,640 to the Northern Ontario Heritage Fund Community Enhancement Program for infrastructure improvements at Fort William Stadium;

AND THAT the City will be responsible for mitigating funding shortfalls related to this project;

AND THAT the General Manager, Community Services be identified as the signing authority for the application;

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

PETITIONS AND COMMUNICATIONS

Expression of Interest Proposed Multi-use Indoor Sports Facility

Memorandum from City Manager Norm Gale, dated November 24, 2021, recommending that Administration report back on or before February 14, 2021 relative to the Expression of Interest for the Proposed Multi-use Indoor Sports Facility. **(Pages 154 – 155)**

WITH RESPECT to the Memorandum from City Manager Norm Gale dated November 24, 2021, we recommend that the report back date related to the Expression of Interest for the Proposed Multi-use Indoor Sports Facility be February 14, 2021.

NEW BUSINESS

OUTSTANDING ITEMS

Outstanding List for Community Services as of November 23, 2021

Memorandum from City Clerk Krista Power, dated November 23, 2021, providing the Community Services Outstanding Items List, for information. **(Pages 156 – 157)**

ADJOURNMENT



MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT Confirmation of Agenda

SUMMARY

Confirmation of Agenda - December 6, 2021 - Committee of the Whole

RECOMMENDATION

WITH RESPECT to the December 6, 2021 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT 2021 Mayor's Community Safety Awards

SUMMARY

Memorandum from Community Safety & Well-being Specialist Lee-Ann Chevrette, dated November 10, 2021, requesting the presentation of the 2021 Mayor's Community Safety Awards.

ATTACHMENTS

1 L Chevrette memo dated November 10, 2021

MEMORANDUM

TO: Krista Power, City Clerk

FROM: Lee-Ann Chevrette, CSWB Specialist – Community Safety & Well-Being Thunder Bay

DATE: November 10, 2021

RE: 2021 Mayor's Community Safety Awards

Please be advised that the annual Mayor's Community Safety Awards will be presented at the beginning of the Committee of the Whole meeting on Monday, December 6, 2021, at 6:30 p.m. in the S.H. Blake Memorial Auditorium.

These awards, presented by Community Safety & Well-Being (CSWB) Thunder Bay, are given in recognition of the individuals and groups making significant contributions to safety and well-being in Thunder Bay.

The awards will be presented ahead of time, and short video clips and a program will highlight the contributions of each award recipient. As well, we will distribute a media release and post the videos to the website at thunderbay.ca/cswb

The Awards to be presented that evening are:

- One Community Hero Award
- One Young Leader Award
- Four Outstanding Community Project Awards

The order of the program will be as follows:

Introduction and overview of awards by Manager of Community Strategies, Cynthia Olsen

Remarks by Mayor Bill Mauro

Remarks by Chair of the CSWB Thunder Bay, Jeff Upton

Presentation of Awards by CSWB Specialist, Lee-Ann Chevrette

Copy to: Lee-Ann Chevrette, CSWB Specialist – Community Safety & Well-Being Thunder Bay
Cynthia Olsen, Manager-Community Strategies
Stacey Levanen, Communications Officer, Corporate Communications & Community Engagement



MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT Clean, Green & Beautiful Committee Minutes

SUMMARY

Minutes of Meeting 6-2021 of the Clean, Green & Beautiful Committee held on September 15, 2021, for information.

ATTACHMENTS

1 CGB Minutes dated September 15 2021

DATE: SEPTEMBER 15, 2021**MEETING NO. 06-2021****TIME:** 10:00 AM**PLACE:** MICROSOFT TEAMS**CHAIR:** COUNCILLOR R. JOHNSON**MEMBERS:**

Mayor B. Mauro, *City Council*
Councillor R. Johnson, *City Council*
B. Baker, *Local Artist*
K. Donahue, *Citizen Representative*
K. Jessiman, *Medium Business Representative*
S. Margarit, *Large Industrial Representative*
A. Puiatti, *Architectural*
S. Hamel, *EcoSuperior*
D. Pallen, *Heritage Advisory Committee*
A. Viljoen, *Citizen Representative*

OFFICIALS:

K. Lewis, General Manager,
Development & Emergency Services
J. Fazio, Planner II
K. Hell, Communications Coordinator,
Development & Emergency Services

GUESTS:

L. Costanzo, Supervisor – Cultural Development
& Events
G. Walter, Landscape Architect
A. Martin, Brook McIlroy
S. Gagnon, Artist
M. Derosier, Artist

1. WELCOME & DISCLOSURES OF INTEREST

The Chair, Councillor R. Johnson, called the meeting to order at 10 am. There were no disclosures of interest declared at this time.

2. AGENDA APPROVAL

It was the consensus of the Committee that the agenda for Meeting No. 07-2021 of the Clean, Green & Beautiful Committee held on October 20, 2021 be confirmed.

3. MINUTES OF PREVIOUS MEETING

It was consensus of the Committee to confirm the Minutes of Meeting No. 06-2021 held on September 15, 2021 with the discussed changes. For Budget 2022 submission, correct Emerging

Projects allocation to \$60,000. Change Agenda item #8 to from Public Art Advisory Committee update to Public Art update.

4. 2021 PROJECTS UPDATE

Deferred to October Meeting.

5. NORTH CORE STREET SCAPE

A. Viljoen provided an updated presentation relative to the above noted, joined by A. Mantin from Brook McIlroy and G. Walter, Landscape Architect, Engineering & Operations. Presentation sent separately to Committee.

A discussion was held regarding parking and working with the Casino to increase parking on Park Avenue. Angle parking implemented this summer has worked out very well.

6. REDWOOD AVENUE ROUNDABOUT UPDATE

G. Walter provided an update relative to the above noted.

The project is on schedule. The plants for the Medicine Wheel have all been ordered and will be planted in the spring.

7. DOWNTOWN FORT WILLIAM REVITALIZATION COMMITTEE

S. Margarit is the Clean, Green & Beautiful representative to the Downtown Revitalization Committee and has been appointed by City Council until June 30, 2024. S. Margarit will provide regular updates of the Committee's activities to Clean, Green & Beautiful Committee in the future.

8. PUBLIC ART UPDATE

L. Costanzo provided an update relative to the above noted.

Centennial Park project is moving forward.

Traffic box wraps artwork shared with the Committee. There will be one at James and Frederica and the other will be at Red River and Algoma.

Two of the seven artists working on the Mamaawe 'All Together' bus S. Gagnon and M. Derosier shared the preliminary designs with the Committee and included their rationale. The bus is targeted to be complete and ready to unveil at the end of October 2021.

9. HERITAGE ADVISORY COMMITTEE UPDATE

D. Pallen provided an update relative to the above noted.

Working on prioritizing 12 designated Heritage Properties out of 44 proposed.

A. Cotter, Chair of the Heritage Advisory Committee is preparing a memo to go to council for the end of October regarding the Heritage Property Tax Relief (Incentive) Programme. It is a work in progress and the hope is to be able to work with the City to re-institute the programme.

Heritage inventory project is in progress.

Chippewa Carousel is looking for volunteers to assist in selling the 50/50 draw tickets.

10. ROUNDTABLE

Clean, Green & Beautiful Policy to be reviewed by City Council December 2021. The Clean, Green & Beautiful Committee will review the policy starting at the October meeting, finalizing in November with any/all recommendations forwarded to City Council.

11. NEXT MEETING

Committee meetings are held on the 3rd Wednesday of each month, except July and August, from 10:00 a.m. until 12:00 p.m. in the McNaughton Room, 3rd Floor of City Hall, unless otherwise notified.

- Wednesday, October 20, 2021 MS Teams
- Wednesday, November 17, 2021 TBD
- Wednesday, December 15, 2021 TBD

12. ADJOURNMENT

11:25 PM

Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations	REPORT NO.	R 167/2021
DATE PREPARED	11/15/2021	FILE NO.	
MEETING DATE	12/6/2021 (mm/dd/yyyy)		
SUBJECT	Asset Management Plan: Phase One		

RECOMMENDATION

WITH RESPECT to Report R 167/2021 (Infrastructure & Operations), we recommend that City Council approve the Asset Management Plan: Phase One in principle;

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

LINK TO STRATEGIC PLAN

This Report directly supports the Renew pillar of the City of Thunder Bay's 2019-2022 Strategic Plan: One City – Growing Together, to “Focus on essential infrastructure, revitalize our cores and enhance our Image Routes” and the strategic action to “Develop the asset management plan to reflect sustainability goals and make it available in plain language.”

EXECUTIVE SUMMARY

The purpose of this Report is to present the first phase of the City of Thunder Bay's Asset Management Plan (the Plan). The goal of the Plan is to provide sustainable services through asset management, building a resilient community with valued, sustainable services. It provides a comprehensive reference for the construction, maintenance, rehabilitation, disposal, and replacement of the City's core assets based on sound asset management practices and principles.

This Phase One Plan is for core assets, with prescribed information, such as asset value and age, for both the state of the infrastructure as a whole and for each asset class. The Plan was developed to meet the criteria within *Ontario Regulation 588/17: Asset Management Planning for Municipal Infrastructure* under the *Infrastructure for Jobs and Prosperities Act, 2015*.

DISCUSSION

Phase One: Core Assets

The Phase One Plan focuses on core assets within the transportation, stormwater, wastewater, and water networks. The Plan has been organized to provide an overview of the state of the infrastructure as a whole, and for each asset class, including information such as:

- Asset Overview: Provides a high-level summary of the asset information;
- Asset Valuation: Provides the replacement costs for the asset;
- Asset Condition: Provides the overall asset condition and rating system used;
- Asset Age: Provides the average age of the asset and the estimated useful life;
- Levels of Service: Provides information on the community and technical levels of service as determined by the regulation;
- Investing in the Asset: Provides information on the sustainable funding required, including the current infrastructure deficit or surplus; and
- Climate Change Considerations: Provides information on the climate risks, adaptation opportunities, and mitigation opportunities for the asset.

Plan Development and Integration

The Plan was developed under the direction of an Executive Lead, Project Manager, and a Steering Committee comprised of subject matter experts from across the Corporation (Appendix G). A Roadmap (Attachment A, page 7) was designed to guide the development of the Plan to meet the requirements of *O.Reg. 588/17*. This regulation sets out to provide greater standardization and consistency to municipal asset management planning across the Province; improve the comprehensiveness of the plans; establish a format and a tool that can be used by the provincial and federal governments to determine appropriate allocation of grant funding; and also serve as budgeting tools for municipalities to address infrastructure funding deficits and prioritize capital projects. The Plan will act as support material for other City planning and policy documents (Appendix F).

The Future of the Roadmap

Work continues on the development of the second phase of the Plan, which will incorporate similar information to Phase One, for all other assets that pass the tangible capital asset threshold such as but not limited to facilities, fleet, machinery and equipment, land improvements and sidewalks. Over three phases total, the Plan will incorporate assets owned by the City, proposed levels of service informed by the public, and funding alternatives to meet the service levels, which will help to inform financial and strategic decisions.

A communications strategy has been developed to build both internal and external awareness of asset management informed by the City of Thunder Bay Public Engagement Framework. Public engagement sessions will aim to educate residents and seek input on desired levels of service for the community.

LINK TO EARTHCARE SUSTAINABILITY PLAN

This Report supports Goal #4 of the Climate Adaptation Strategy to “consider climate change impacts in the design, construction and maintenance of physical infrastructure while considering affordability and co-benefits.”

FINANCIAL IMPLICATION

There are no immediate financial implications associated with this Report.

Significant resources will be required to provide sustainable funding levels for each asset category to mitigate the infrastructure deficit and to perform the appropriate lifecycle activities. The Plan will serve as a support document for strategic and financial decisions, including using this Plan to inform the annual Capital Budget. In the future, a financing strategy is required to be approved by Council by July 1, 2025.

As the Plan is developed and further information is necessary to be reported to meet the regulation, additional resources may be required to collect and maintain the significant additional data required for all of the City’s assets to update the Asset Management Plan.

CONCLUSION

It is concluded that the Asset Management Plan: Phase One should be approved by City Council.

BACKGROUND

On June 5, 2017 Council passed a resolution recommending that the City of Thunder Bay participate in FCM’s Climate and Asset Management Network to develop an asset management policy, strategy and governance framework to align with the City’s Climate Adaptation Strategy and other social, economic and environmental sustainability goals.

On November 6, 2017 Council passed a resolution with Report R 139/2017 (Infrastructure & Operations) to approve the receipt and expenditure of funding through the FCM through Phase I of the Climate and Asset Management Network.

Version 3 of the City’s Asset Management Plan was published in January 2017 with Report 3/2017 (Corporate Services & Long Term Care – Financial Services) and included all asset categories.

On January 1, 2018 Ontario Regulation 588/17 Asset Management Planning for Municipal Infrastructure came into effect under the *Infrastructure for Jobs and Prosperity Act, 2015*.

In February, 2019, Council approved a new Strategic Asset Management Policy.

REFERENCE MATERIAL ATTACHED

Attachment A: Asset Management Plan: Phase One **(Distributed Separately)**

PREPARED BY: Steven Murphy, Project Manager

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	November 24, 2021

Memorandum

TO: Krista Power, City Clerk
FROM: Steven Murphy, Project Manager
DATE: November 15, 2021
RE: Request for Presentation for Asset Management Plan: Phase One
Committee of the Whole – December 06, 2021

We request the opportunity to provide a presentation relative to Report R 167/2021-Asset Management Plan: Phase One to the Committee of the Whole at the meeting on December 6, 2021. The presentation will be made by Steven Murphy, Project Manager.

cc Kerri Marshall, General Manager – Infrastructure & Operations
Leanne Lavoie, Council & Committee Clerk
Lori Wiitala, Council & Committee Clerk

Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations - Engineering & Operations	REPORT	R 152/2021
DATE PREPARED	10/25/2021	FILE NO.	500.004
MEETING DATE	12/6/2021 (mm/dd/yyyy)		
SUBJECT	Alloy Drive & Miles Street - Local Improvement		

RECOMMENDATION

WITH RESPECT to Report R 152/2021 (Infrastructure & Operations – Engineering & Operations), we recommend that the Local Improvement project for curb and gutter on Alloy Drive between Balmoral Street to Central Avenue be included in the 2022 Proposed Capital Budget for \$353,800 (gross) and \$29,900 (net);

AND THAT the Local Improvement project for storm sewer on Alloy Drive between Balmoral Street to Central Avenue be included in the 2022 Proposed Capital Budget for \$250,600 (gross) and \$5,600 (net);

AND THAT the Local Improvement project for curb and gutter on Miles Street between Edward Street to Leland Avenue be included in the 2022 Proposed Capital Budget for \$181,300 (gross) and \$50,600 (net);

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

LINK TO STRATEGIC PLAN

This Report directly supports the Renew pillar of the City's Strategic Plan.

Strategic Pillar: Renew - Focus on essential infrastructure, revitalize our cores and enhance our Image Routes.

The construction of curb and gutter and storm sewers will improve the drainage and aesthetics of these streets moving to an urban cross section.

EXECUTIVE SUMMARY

The 2022 Capital Budget includes asphalt rehabilitation work on Alloy Drive and Miles Street.

Property owners and businesses have been advised of the proposed rehabilitation by the City, and have indicated their willingness to proceed in conjunction with a Local Improvement for curb and gutter and/or storm sewer on the street. Certified Local Improvement petitions have been received by the City Clerk.

Administration is recommending that it would be appropriate to proceed with the works provided all costs are approved as part of the 2022 Capital Budget.

DISCUSSION

Alloy Drive

In the mid-1970's, the City developed the Balmoral II Industrial Park subdivision. The road standard at the time included an asphalt paved road with open drainage ditches. Other streets in this industrial subdivision including Cobalt Crescent, Tungsten Street and Roland Street were previously scheduled for road improvements as part of the City's pavement management system.

Alloy Drive is listed in the proposed 2022 Capital Budget for pavement rehabilitation. The work is expected to include removal of the existing asphalt surface, spot road base repairs, cathodic protection of the watermain, street light repairs and repaving. An amount of \$400,000 is budgeted.

Property owners along the street have been advised of the City's proposed plans for 2022. They have been given an option to consider curb and gutter and piped storm sewer drainage provided the property owners are willing to support payments in accordance with a Local Improvement. This would enable the roadway to be converted to an urban drainage standard with curb and gutter and the ditches filled in.

The actual cost will be assessed based on property frontage and either paid as a lump sum, or put on tax rolls for a number of years.

A successful Local Improvement petition has recently been filed with the City Clerk for both curb and gutter and storm sewer. This includes the property owned by Canada Post and the majority of other local businesses.

The limits of the proposed work are shown on Attachment 'A'.

Administration is recommending Local Improvement work should proceed provided the other Capital Budget work proposed for the street is also approved in the Budget.

Miles Street

The section of Miles Street between Leland Avenue and Edward Street was an original registered plan street in the City of Fort William. While adjacent crescents to Miles Street were developed with curb and gutter, Miles Street has remained a paved road with open drainage ditches. In recent years, these ditches have been prone to nuisance ponding in the spring. Other pipe drainage sewers to continue with previous improvements are being recommended in conjunction with residential paving work proposed for 2022.

The property owners along the street have been advised of the City's proposed plans to complete residential paving in 2022 on Miles Street and have supported a Local Improvement petition to include curb and gutter with the works. The limits of the work are shown on Attachment 'B'.

Administration is recommending the Local Improvement work should proceed provided the other paving work proposed for the street and adjacent drainage improvements are also approved in the Capital Budget.

For both Local Improvements, the Planning Division is satisfied that the proposed Local Improvement petitions are consistent with the Official Plan. The initiative to improve local streets within Industrial Park subdivisions to full urban standards is also desirable.

FINANCIAL IMPLICATION

The following summary of estimated costs is provided for Local Improvement work proposed in 2022. The City's share [net] is limited to the cost of the improvements within the existing road allowances at intersecting streets and other blocks of land owned by the City. On Miles Street, the City's share will also include some corner lot flankage exemptions. The balance will be recovered through Local Improvement assessment.

Alloy Drive: Balmoral Street to Central Avenue	Curb and Gutter	Gross: \$352,800	Net: \$29,900
Alloy Drive: Balmoral Street to Central Avenue	Storm Sewer	Gross: \$250,600	Net: \$5,600
Miles Street: Edward Street to Leland Avenue	Curb and Gutter	Gross: \$181,300	Net: \$50,600

It is noted that the storm sewer assessment on Alloy Drive is based on an equitable sharing of frontage costs for all property owners knowing that all properties will equally benefit despite the actual sewer construction limits required being less than the full property limits.

Administration recommends that the above works be placed in the 2022 Capital Budget for consideration.

CONCLUSION

It is concluded that Local Improvement petitions for curb and gutter work on Alloy Drive and Miles Street should be included in the 2022 Capital Budget for consideration.

It is also concluded that storm sewer work on Alloy Drive be included in the 2022 Capital Budget for consideration.

BACKGROUND

The City often receives Local Improvement petition requests for the extension of services. In an effort to ensure the orderly provision of municipal services, and to maintain consistent standards and coordinate the work with other capital projects, Local Improvement projects are reviewed on an annual basis with the Engineering and Planning Divisions. This review ensures that City Council is appraised of all relevant information. It is a policy that Administration provides comments on each petition before it is included for consideration in the Capital Budget.

Both Alloy Drive and Miles Street are included in the proposed 2022 Capital Budget for asphalt surface rehabilitation.

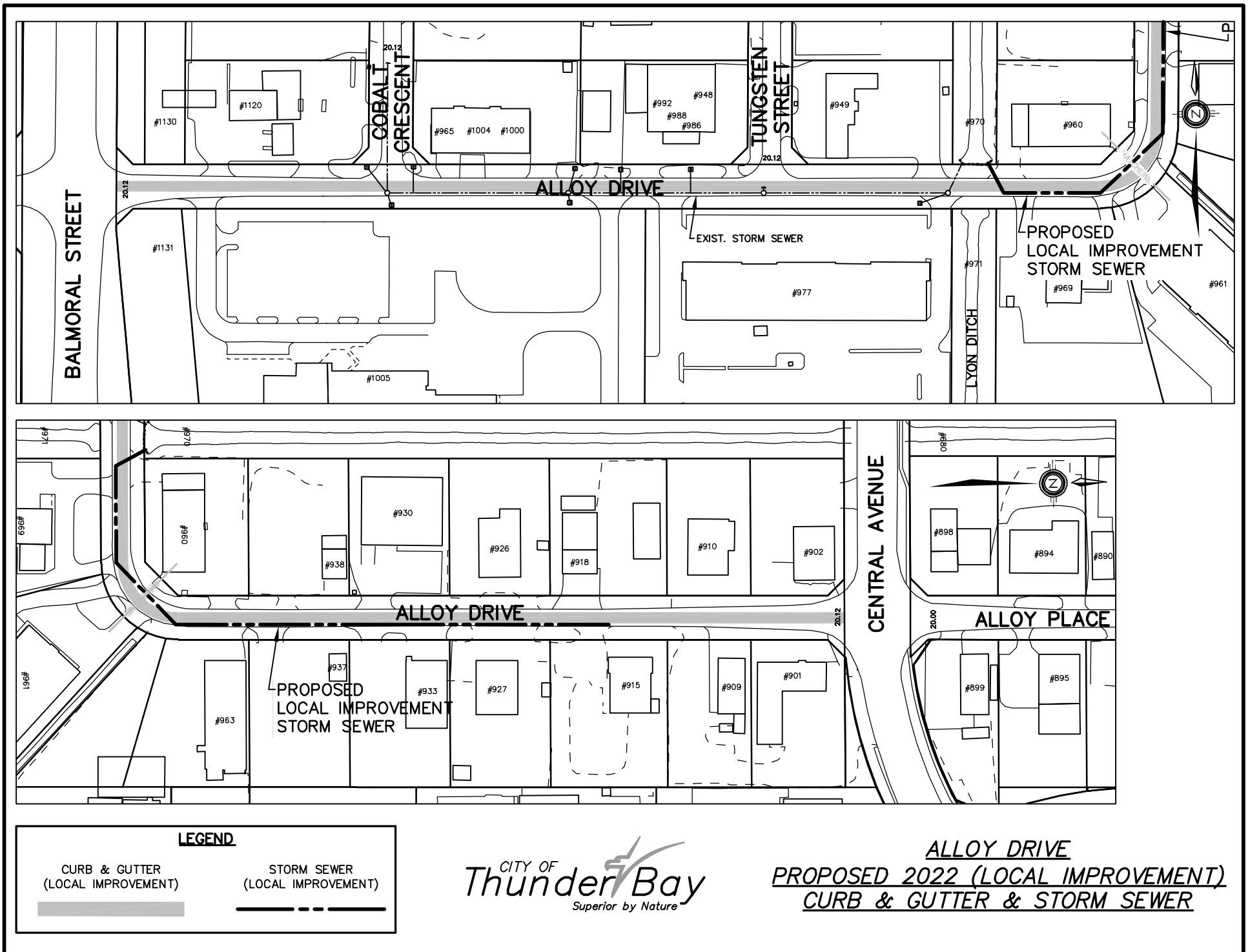
REFERENCE MATERIAL ATTACHED:

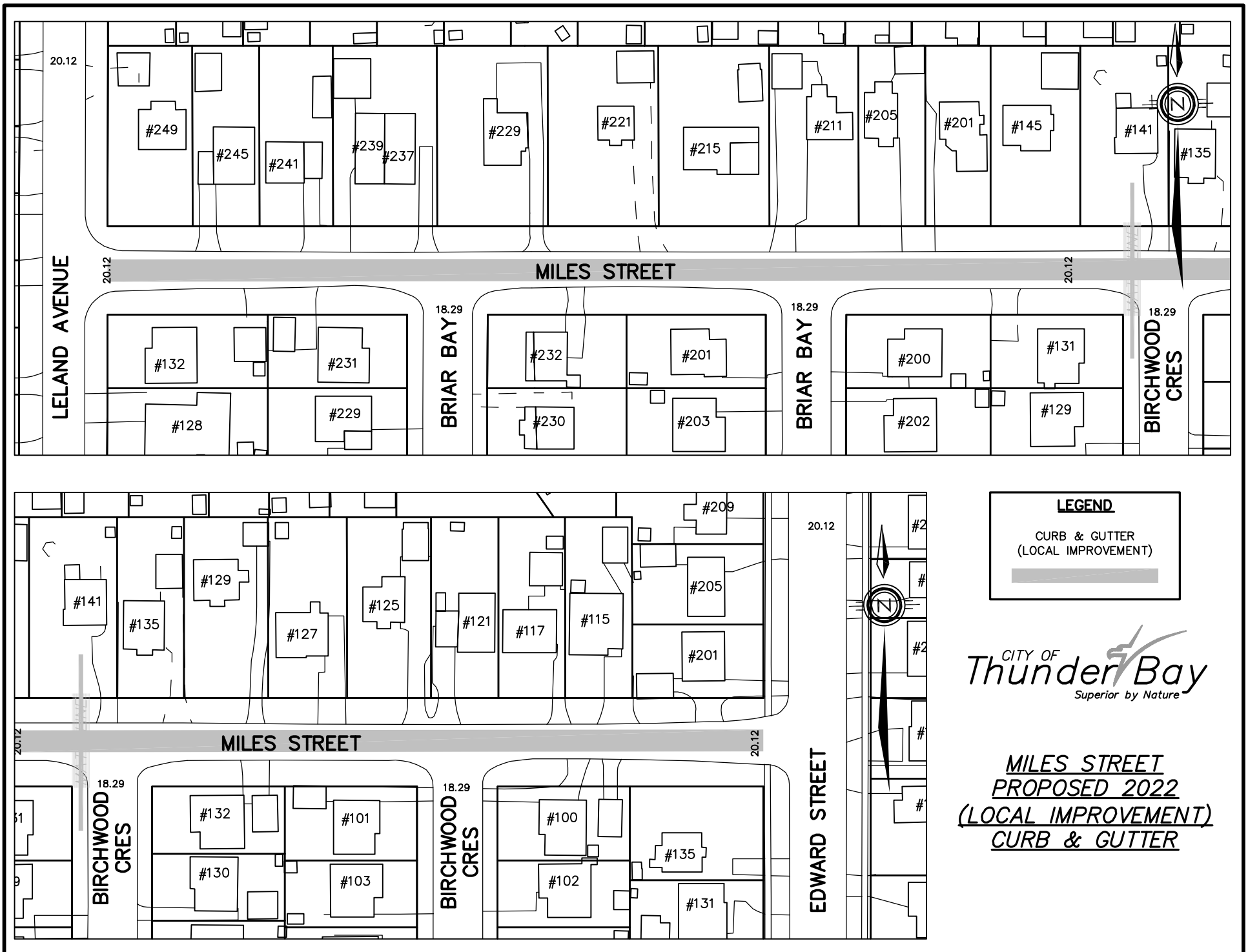
Attachment 'A' - Alloy Drive Site Plan

Attachment 'B' - Miles Street Site Plan

PREPARED BY: RICK HARMS, P.ENG. - PROJECT ENGINEER

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	November 25, 2021





Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations - Environment	REPORT	R 162/2021
DATE PREPARED	11/9/2021	FILE NO.	
MEETING DATE	12/6/2021 (mm/dd/yyyy)		
SUBJECT	Private Lead Water Service Replacement Financial Assistance Program – Update		

RECOMMENDATION

WITH RESPECT to Report R 162/2021 (Infrastructure & Operations - Environment) we recommend that City Council approve the changes to the financial assistance program for Private Lead Water Service Replacements as contained within this report;

AND THAT the maximum loan amount be increased to \$5,000 of eligible costs;

AND THAT an individual grant amount of \$1,000 towards eligible costs be established as part of the program for property owners that qualify under the Tax and Water Credit Program for Low-Income Seniors and Low-Income Persons with Disabilities or the Tax and Water Credit Program for Low-Income Persons as part of the program;

AND THAT a maximum of \$10,000 in grants be issued annually;

AND THAT Administration report back annually on the success of the program;

AND THAT the Mayor and Clerk be authorized to sign all documentation related to this matter;

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

EXECUTIVE SUMMARY

Since the program launched in 2020, forty-six loans have been issued to property owners that have replaced their private lead water service connection.

To improve the program for residents with private lead service connections this report recommends an increase in the maximum loan amount from \$3,000 to \$5,000 of eligible costs after a review of the loan applications for the 2020 and 2021 construction seasons.

To further assist property owners that qualify under the Tax and Water Credit Program for Low-Income Seniors and Low-Income Persons with Disabilities or the Tax and Water Credit Program

for Low-Income Persons a \$1000 grant is also recommended up to a maximum of \$10,000 in grants approved annually.

Financial assistance programs consisting of loans and grants for private lead water service replacement have been implemented in five other municipalities across Ontario with others pending.

Loan and grant approvals will continue to be subject to the availability of funding and priority given on a first come first serve basis.

DISCUSSION

In the summer of 2020, the Private Lead Water Service Replacement Loan program was launched to assist property owners with the removal of privately owned lead service connections. A loan envelope of up to \$1,350,000 to support the Private Lead Water Service Replacement program was approved and Administration was directed to report back in the fall of 2021 and annually thereafter on the program and provide recommendations on the status of loans issued along with any demand not met by the existing loan envelope.

As of November 2021, sixty applications have been approved since the program launched in June 2020. From those applications, forty-three 5-year interest-free term and three 10-year interest-free term loans have been issued. The City's loan envelope is still sufficient with a remaining balance of \$1,180,000.

A review of the program over the last two construction seasons including feedback from residents has highlighted the need to increase the maximum loan amount. Original cost estimates for the work were in the range of \$2,000 - \$4,000. This has increased to an average of \$5,100 for the lead service replacement which does not include restoration costs. Administration is recommending the maximum loan amount to be increased from \$3,000 to \$5,000 for the next construction season.

Also, due to the low uptake in 10-year term loans for property owners requiring additional financial assistance. Administration is recommending a combination of a 10-year interest-free term and a \$1,000 grant towards eligible costs be approved for property owners that qualify under the Tax and Water Credit Program for Low-Income Seniors and Low-Income Persons with Disabilities or the Tax and Water Credit Program for Low-Income Persons. Ten \$1,000 grants will be made available annually from the City's loan envelope amount established in early 2021.

A number of municipalities have implemented financial assistance programs to assist with the cost of private lead service replacement with some currently in development. Cities such as Brantford, Guelph, Hamilton, London and Ottawa currently offer either a loan, a grant or a combination of both as part of their lead replacement programs.

Subject to Council approval, notice of the loan and grant program will be provided to property owners with lead service connection through letter, on the City's website, advertisement in newsprint and social media.

FINANCIAL IMPLICATION

The loan envelope established in 2021 with a balance of \$1,180,000 is sufficient to maintain the current and recommended changes to the program at this time.

CONCLUSION

It is concluded that City Council should approve the increase to the maximum loan program amount from \$3,000 to \$5,000 of eligible costs and a grant amount of \$1,000 for property owners that qualify under the Tax and Water Credit Program for Low-Income Seniors and Low-Income Persons with Disabilities or the Tax and Water Credit Program for Low-Income Persons. Up to a maximum of \$10,000 in grants would be approved annually.

BACKGROUND

On January 11, 2021, the Central Support Division presented a memorandum dated November 26, 2020 to Committee of the Whole regarding a Private Lead Water Service Replacement Program – Loan Envelope to support the Private Lead Water Service Replacement program consistent with the motion approved as a result of Report No. 55/2020 (Infrastructure & Operations – Environment). A loan envelope of up to \$1,350,000 to support the Private Lead Water Service Replacement program was approved and Administration was directed to report back in the fall of 2021 and annually thereafter on the program and provide recommendations on the status of loans issued along with any demand not met by the existing loan envelope.

On June 22, 2020, the Environment Division presented Report No. R55/2020 to Committee of the Whole – Financial Assistance Program for Private Lead Water Service Replacements. Council approved an interest free loan program to allow eligible property owners to borrow funds from the City to assist them in the replacement of their privately owned lead water service connection. A maximum loan amount of \$3,000 of eligible costs was approved, and set up to be repaid over a five or 10-year period through monthly interest free payments. In addition to supporting the interest free loan program, at the June 22, 2020 Committee of the Whole meeting, an amendment was passed directing Administration to increase the support from \$50,000 to \$100,000 from the Stabilization Reserve Fund for 2020 and also stated that the increase be included in the 2021 Budget for City Council's consideration.

On February 10, 2020, ref. CC/51 with respect to Report No. 1/2020 (Corporate Services & Long-Term Care – Financial Services) City Council approved \$50,000 to be funded from the tax stabilization reserve fund for 2020 to be used for a program to assist property owners with lead service pipe replacement. Administration was to report back to City Council on or before July

20, 2020 with further information, data from other municipalities and a recommended program framework for Council's review and approval.

Prior to the mid-1950s many water service connections installed were made of lead. When water sits stagnant in lead water pipes the lead leaches into the drinking water which can pose a health risk if too much enters the body. To reduce lead exposure these lead pipes need to be replaced.

Publicly owned lead service connections, the pipe from the water main to the property line are replaced through planned capital infrastructure projects, emergency repairs, and through the Priority Lead Service Replacement Program. Privately owned lead service connections, the pipe from property line to the water meter are the responsibility of the property owner and are replaced at the property owner's discretion. Although property owners are encouraged to replace their lead service connections when the public portions are being renewed, private lead services are often not replaced.

Since 2010, the City of Thunder Bay has followed its approved Corrosion Control Plan in accordance with Drinking Water Systems Regulation O. Reg. 170/3 to reduce lead levels at the tap. Part of the plan is the removal of lead water service connections attached to the City's drinking water system. According to City of Thunder Bay records, there are approximately 8,000 privately owned and 6,000 publicly owned lead water service connections in the city. Since 2007, the City has removed over 1,660 publicly owned service connections.

REFERENCE MATERIAL ATTACHED:

None.

PREPARED BY: MICHELLE WARYWODA, DIRECTOR - ENVIRONMENT

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	November 24, 2021

Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations - Engineering & Operations	REPORT	R 168/2021
DATE PREPARED	11/16/2021	FILE	
MEETING DATE	12/06/2021 (mm/dd/yyyy)		
SUBJECT	Tree Production- Feasibility Assessment		

RECOMMENDATION

WITH RESPECT to Report R 168 /2021 (Infrastructure & Operations - Engineering & Operations), we recommend that Parks and Open Spaces implement a City operated tree nursery that will produce a target of 50% of the trees required for the annual tree plant;

AND THAT a position be added to the Forestry and Horticulture group in the 2022 budget with an Operating budget increase of \$105,000 for Council's consideration in order to provide the additional planning and administration resource capacity required for the tree nursery expansion;

AND THAT \$30,000 be added to the 2022 Capital budget for Council's consideration;

AND THAT the Mayor and Clerk be authorized to execute all necessary documentation;

AND THAT any by-laws as necessary be presented for ratification.

LINK TO STRATEGIC PLAN

This Report directly supports a priority of the City of Thunder Bay 2019-2022 Corporate Strategic Plan One City, Growing Together of Environmental Stewardship.

This Report directly supports point 5 under the Lead section to "Further our commitments to sustainability and climate adaptation."

This Report further supports Strategic Questions under the Renew section, specifically "Is this taking care of what we have in ways that are adaptive, resilient, clean, green, and beautiful?" and "Does this further our commitments to environmental leadership?"

EXECUTIVE SUMMARY

The following Report is in response to the August 9, 2021, Committee of the Whole Meeting Resolution recommending that Administration provide a report on the feasibility of building an orchard in the City and growing trees, including specific information regarding costs, revenue-generating opportunities, and information about available grants.

The feasibility assessment determined that suitable City property exists where sufficient tree production can be implemented cost effectively.

More importantly, producing trees through a City operated tree nursery has the potential to produce higher quality trees, reduces the risk of invasive insects being introduced from other regions, and provides greater availability of locally hardened species and security by reducing the risks and dependencies related to external tree supply issues. Overall, a City operated tree nursery will provide significant value to the Forestry operations and will strongly impact the tree planting targets outlined in the Net Zero Strategy.

DISCUSSION

The following report is in response to the motion that was carried at the August 9, 2021, Committee of the Whole Meeting recommending that Administration provide a report on the feasibility of building an orchard in the City and growing trees, including specific information regarding costs, revenue generating opportunities, and information about available grants.

The definition of orchard, as used in this report, is an operation involving the cultivation of fruit or nut trees for the purpose of production of those for consumption. A nursery on the other hand, is an endeavour dedicated to the cultivation of trees for the purpose of lifting and planting them elsewhere. This report focusses on the feasibility of a tree nursery for the purpose of tree production, and does not include an assessment of an orchard as this type of service delivery is far outside of the current scope of the Forestry and Horticulture work unit.

Producing trees through the city's operations has the potential to produce higher quality trees, for a lower cost, and with greater availability and security. A municipally operated tree nursery will strengthen the City's resilience to a changing climate and aid in reaching tree planting targets outlined in the Net Zero Strategy for the City of Thunder Bay. Further, making use of City-owned lands and undertaking a value-added operation on those lands is a logical way to better-utilize the limited space in our urban setting.

The Centennial Botanical Conservatory was considered, both for use of the greenhouse facilities and for the site. Germination and the starting of smaller trees is technically possible, however taking on this work internally is not recommended as potting the germinated seedlings would have to occur during the busiest time year for the Horticulture group when they are preparing and planting the Park garden beds across the City. In addition, seedlings can be cost effectively sourced through a wide variety of external vendors in comparison to more mature trees. Due to the limited space available at the site the act of growing trees for production would not be possible here.

The Water Pollution Control Plant located at 901 Atlantic Avenue provides a very suitable location for an outdoor tree nursery. See Attachment A– Water Pollution Control Plant Site Option. It includes over 15,000 square feet of planting area that could support approximately 8,000 trees. The entire site is fenced which will provide protection from animals, and access points to water are available to support irrigation. This accessible and controlled site can provide the required space and supporting amenities to cost effectively implement a tree nursery.

Implementation of a tree nursery would require annual Capital funding and operational resources for planting, maintenance, and eventually lifting of trees. Operational activities would include installation and removal of surface irrigation, soil preparation, mulching, purchase and planting of 1,000 seedlings, watering, trimming, and tree lifting of mature product. Years 1-5 of the tree nursery operation would require \$30,000 annual Capital funding and 120 hours of operational labour. Year 6 and beyond would include lifting of trees for planting and would require 300 hours of operational labour. Some of the labour efforts would be offset by reduced efforts required to maintain purchased trees stored in the yard, but overall the nursery would require increased labour that can be provided by Forestry crews and staff being redirected from other operational tasks. Supplying 50% of the trees from the nursery will reduce the cost to supply and install trees from \$350/tree to \$200/tree, resulting in a net tree plant Capital budget savings of \$150,000 annually.

While operational labour and resources can effectively be redirected from other Forestry activities to the tree nursery, current staffing levels do not provide sufficient capacity to meet the increased demands required to plan, coordinate, and administer this service level expansion within the Forestry and Horticulture work unit. A planning resource is recommended to implement a tree nursery which would allow existing resources to be redirected to operate and maintain the nursery without significantly impacting existing operational service levels. This position would provide the skills and planning resources required for this type of long-term Forestry operation to be successful. In addition, this position would increase critical planning capacity within the Forestry and Horticulture work unit as it continues to implement the Urban Forest Management Plan, EAB Management Plan, Invasive Species Strategy, Conservatory Renewal, and Horticulture operations. The annual operating cost for the additional planning resource would be \$105,000.

Grants are expected to be available to pursue for such a venture, but Administration has yet to confirm any specific opportunities at this time. Organizations such as Tree Canada, Federation of Canadian Municipalities, the Government of Canada, TD Bank, Forests Ontario, and academia all have programs available for community resilience in the face of a changing climate as well as urban tree planting. Partnerships and research agreements with academia and governmental groups may also be possible to strengthen the operation, and may include funding in some capacity.

Including revenue generation as a goal of the nursery would increase the scale and complexity of the operation significantly and put the City in competition with local businesses. It is not recommended to pursue revenue generating capacity at the onset of the tree nursery.

LINK TO EARTHCARE SUSTAINABILITY PLAN

This Report supports Goal 9 of the EarthCare Sustainability Plan 2014-2020 to “protect, maintain, and improve the biodiversity, ecosystems and the well-being of the green infrastructure of Thunder Bay”.

This Report supports Goal#5 of the Climate Adaptation Strategy “Foster Resiliency of the City’s Natural Landscape to Ongoing Changes in Climate”, 5.1 d: Support the establishment of a local tree nursery which grows regionally-specific tree species.

FINANCIAL IMPLICATION

In 2022, a \$105,000 Forestry and Horticulture operating budget increase would be required to fund the planning resource.

In years 2022 through 2026, \$30,000 Capital budget will be required to implement the tree nursery operations.

These budget impacts will be presented as additions to the 2022 Proposed Budget at the start of Council’s budget deliberations in January 2022.

Beginning in 2027 the tree nursery will produce 50% of the trees required for the annual tree plant, reducing the cost of sourcing trees from \$350/tree to \$200/tree, and resulting in \$150,000 of annual Capital budget savings.

CONCLUSION

It is concluded that implementing a City operated tree nursery will provide significant value and security to the City’s tree planting and urban canopy objectives.

It is also concluded that this service level expansion will require operational and capital investment in order to be successfully implemented, and achieve the long term benefits and Capital cost savings.

BACKGROUND

At the August 8, 2021 Committee of the Whole, Administration was directed to prepare a report on the feasibility of building an orchard in the City and growing trees.

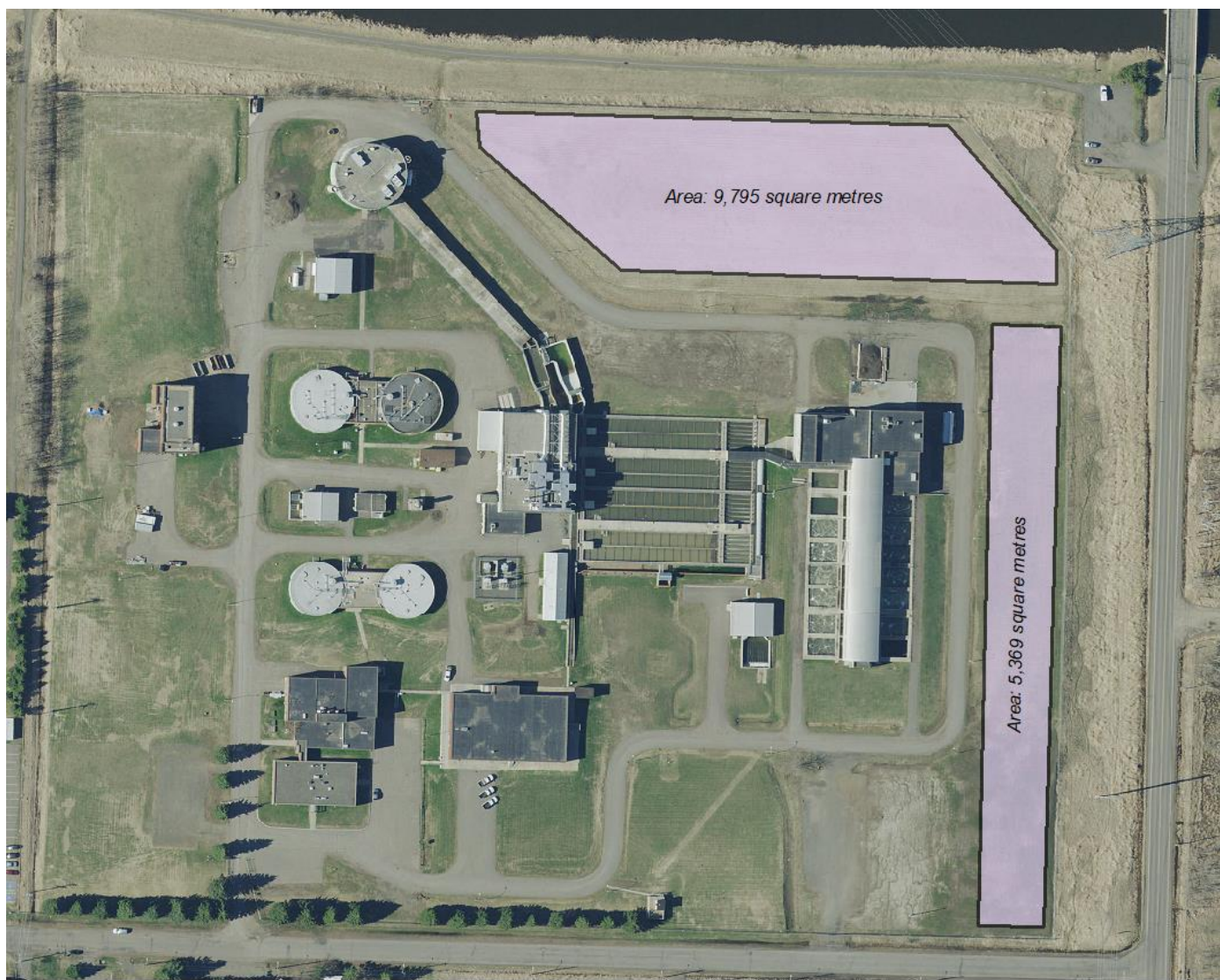
REFERENCE MATERIAL ATTACHED:

Attachment A - Water Pollution Control Plant Site Options

PREPARED BY: Cory Halvorsen, C.E.T. – Manager, Parks & Open Spaces

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	November 25, 2021

Figure 1: Water Pollution Control Plant Site Option



MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT Pool 6 Infrastructure Requirements

SUMMARY

Report R 174/2021 (Infrastructure & Operations - Engineering & Operations) relative to the above noted. (Distributed Separately)

Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations - Engineering & Operations	REPORT	R 165/2021
DATE PREPARED	11/15/2021	FILE NO.	
MEETING DATE	12/6/2021 (mm/dd/yyyy)		
SUBJECT	Centennial Park Wayfinding Plan		

RECOMMENDATION

For information only.

LINK TO STRATEGIC PLAN

This Report directly supports two pillars of the City's Strategic Plan.

Strategic Pillar: Grow – Focus on city building and social infrastructure to strengthen our economy, lifestyle and well-being. Item #3 Develop key City infrastructure that builds capacity.

Strategic Pillar: Renew - Focus on essential infrastructure, revitalize our cores and enhance our Image Routes. Item #5 Promote, both inside and outside Thunder Bay, our many attractions, parks, facilities, services and innovative product development to encourage use.

EXECUTIVE SUMMARY

At the July 19, 2021 Committee of the Whole meeting Council requested Administration report back with a cost effective implementation plan inclusive of timelines and estimated costs to develop and install Wayfinding Signage in Centennial Park.

In 2019 a Pedestrian Wayfinding Plan was adopted by the City. The Plan outlines the various sign family types, their placement and potential content on both city roadways and the trail network. It also outlines various distinct districts with a unique identifying colour and Woodland style artwork icons created by a local Indigenous artist. All of the trails contained in this report are part of the Current River Greenway District and as such a green coloured header with the outline of the Sleeping Giant and the artistic icon of a stylized beaver would be used for all signs to be consistent with the Wayfinding Plan.

Administration has identified five distinct trail systems as well as 2 main and 7 secondary access points within the entire Centennial/ Trowbridge Park Complex trail network and the required

hierarchy of the sign family to service it. Through current map analysis and personal knowledge of the trail network, the quantity, location and content of each proposed sign within the network was able to be identified. A preliminary class “C” cost estimate was then completed.

A plan of the proposed sign family, location and content for the Centennial Park Wayfinding Plan is included in Attachments A to C.

DISCUSSION

The Centennial / Trowbridge Park Complex comprises approximately 850 hectares of contiguous parkland providing a wide range of nature based recreational activities to the residents of Thunder Bay, all within the City Limits and only approximately 7 km from the downtown North Core. A vast network of over 50 km of maintained and unmaintained trails is arguably the main attraction of the park complex. For the most part, these trails are all shared by multiple user groups in all seasons, however motorized vehicles are not permitted. The trails range in age from when the park was constructed in 1967 to current trail construction being undertaken with external funding by the Black Sheep Mountain Bike Club. This has resulted in a wide variety of trail types, widths, difficulty and conditions. Unfortunately in recent years there has also been an increasing amount of unauthorized trails being built mostly in the southern areas of the park complex by well intentioned residents, but often are not built to an acceptable standard and not with the entire system logic in mind.

There are currently 2 main trail access points to the Centennial / Trowbridge Park Complex:

1. Centennial Park Parking Lot and Chalet
2. Trowbridge Falls / Kinsmen Park Parking Lot

In addition, there are also 7 secondary access points at:

1. Seaman Park
2. Centennial Park Off-leash Area
3. Bottom of Bluffs
4. Top of Bluffs Parking Lot,
5. Balsam Street (near Maxwell Ave.)
6. Cascades Conservation Area (two locations from the LRCA Blue Trail)
7. Highway 11/17 Emergency/ Maintenance Access Drive

Along with the diverse range of access points there are 5 distinct trail areas with the Park Complex that all link to each other. For Wayfinding implementation, the Parks & Open Spaces Section recommend the areas be prioritized according to highest use and access connectivity to the entire system:

1. Centennial Park Ski Trails Area – the area located north of Highway 11/17 and south and west of the Current River that the majority of residents associate with when they think of the Centennial Park trails. The main trails are the Red and Blue Loop Trails and the Yellow Trail along the Current River. These trails also serve as the primary links between the Centennial Park Parking Lot to Trowbridge Falls Park, the Shuniah Mines Area and the Cascades Conservation Area.

2. Trowbridge & Cascades Link Area – the area north of the Current River near the Campground and south of the Current River west of the Adventure Trail that serve as popular links between the Centennial Park trails, Trowbridge/ Kinsmen Trailhead and Shuniah Mines Area to the Cascades Conservation Area.
3. Centennial Hub & Bluffs Area – the area south of Hwy 11/17, west of the Current River and north of Arundel Street and includes the Centennial Park Farm Area and the Bluffs Lookout and is the primary link between the two. There are also many small loops and unauthorized rogue trails.
4. Adventure Trail Emergency Link – this corridor cuts through the heart of the Shuniah Mines Area and is adjacent to the Centennial Park Ski Trails Area. It is suitable for Emergency or maintenance vehicle access between Highway 11/17 in the south and the Trowbridge Falls Campground in the north.
5. Current River Trails Area – the area on east side of the Current River that contain generally lesser known trails that link Seaman Park to the Centennial Dog Park and Trowbridge Falls Park.

In this diverse collection of trail areas and access points there has never been a coherent entire system approach taken to wayfinding signage. Some sections have no signage at all, in some locations like the Centennial Ski Trails area there are tree blazes painted by Parks Operations staff, as well as some older remnant signage, while the Shuniah Mines area has an extensive system of maps and signage at most key intersections installed by the Black Sheep Mountain Bike Club. The LRCA in the adjacent Cascades Conservation area utilizes coloured tree blazes and map boards at key junctions. As a result of this inconsistency, the Parks & Open Spaces Section has received occasional reports of trail users getting lost in the system and requests being made for more signage. This seems to have become more frequent with many more new trail users exploring the trails due to COVID-19.

Increased signage such as wayfinding in natural areas can result in a wide spectrum of public opinion. To less experienced trail users or those directionally challenged it is welcomed and there often can not be enough signage, while to more experienced trail users signs may be seen as a blight on the natural environment and unnecessary. As the Centennial / Trowbridge Park Complex is easily accessible by a wide range of potential users, appropriate wayfinding signage is considered by the Parks & Open Spaces Section as an important tool to help maximize enjoyment and safety to the widest spectrum of users possible.

In 2019 a Pedestrian Wayfinding Plan was adopted by the City. This Plan outlines the various sign family types, their placement and potential content. It also outlines various distinct districts across the City with a unique identifying colour and woodland style artwork icons. The Parks & Open Spaces Section has now begun to utilize this standard for facility signage in parks and trail wayfinding across the city and proposes to use this as the basis for the wayfinding signage in the Centennial/ Trowbridge Park Complex. All of the trails contained in the park complex are part of the Current River Greenway District, and as such, a green coloured header with the outline of the

Sleeping Giant and the artistic icon of a stylized beaver would be used for signs as practical to create a consistent unified visual character through the entire network.

The Parks & Open Spaces Section proposes to use and apply the following sign family types from the Pedestrian Wayfinding Plan that are modified and adapted to the natural trail environment of the 5 (five) distinct trail areas of the Centennial/ Trowbridge Park Complex. For detailed information please refer to Attachments 'A', 'B' and 'C'.

1. Simplified Map Kiosk - located at each trailhead containing a large format map and information on trail etiquette, maintenance and distance to other trailheads. A total of 9 (nine) are required at an approximate cost of \$45,000.
2. Directional Sign – located at major intersections containing a small format map and trail direction information. A total of 40 (forty) are required at an approximate cost of \$12,000.
3. Intersection Sign – located at minor intersections containing a small format map and simplified trail direction information. A total of 49 (forty-nine) are required at an approximate cost of \$4,900.
4. Km Marker – located at full Km marks containing simplified trail information. A total of 37 (thirty-seven) are required at an approximate cost of \$2,775.

This results in a total estimated cost of \$64,675 including supply delivery and installation based on the project being completed all at once.

The timelines for implementation are flexible. It would be most cost effective and administratively time efficient to undertake the entire project at one time. If this were coordinated with the Wayfinding Signage to be undertaken with the new trails currently being constructed, then further efficiency may be realized. This being said, the Wayfinding Signage project can also be divided into trail areas and be implemented over time to distribute costs over a period of time, however installation costs per unit would most likely be higher.

LINK TO EARTHCARE SUSTAINABILITY PLAN

This Report directly supports item 6.0 Community Lifestyle: Mobility's Goal to: Inspire and influence the evolution of integrated urban mobility that is efficient, affordable, and accessible.

FINANCIAL IMPLICATION

Providing updated Wayfinding signage on existing trails is not currently in the Parks & Open Spaces Section 3 year Capital Budget forecast. Wayfinding signage is generally funded during new construction or rehabilitation projects as part of that project's budget and generally implemented the following year after construction completion. Parks & Open Spaces capital

trail budget currently focuses on construction of new trails and reconstruction of existing trails to address safety issues.

The proposed Capital Budget for 2022 has been submitted. If Council wishes to have the Centennial Wayfinding Plan move forward in part or in whole in 2022 the approximately \$65,000 budget would come out of funds included in the Parks & Open Spaces capital budget for the Waterfront Trail.

For the new trails that are currently being constructed through the Black Sheep Mountain Bike Club with external funding, Wayfinding Signage has been included in the scope of work that is being funded. As a result, there are no financial implications with these trails.

CONCLUSION

This report is provided for information.

BACKGROUND

At the July 19, 2021 Committee of the Whole, a motion was passed requesting Administration to report back with a cost effective implementation plan inclusive of timelines and estimated costs to develop and install Wayfinding Signage in Centennial Park.

Corporate Report No. 113/2018 (Engineering and Operations), Thunder Bay Pedestrian and Cyclist Wayfinding Plan presented a plan to improve pedestrian and cyclist wayfinding with the wayfinding sign family and graphic standards.

Corporate Report No. 173/2016 (City Manager's Office – Corporate Strategic Services), Thunder Bay Wayfinding Plan presented a plan to improve automobile wayfinding.

REFERENCE MATERIAL ATTACHED:

Attachment A – City of Thunder Bay Pedestrian Wayfinding Plan and Black Sheep Sign Plan Applicable Sign Family Images

Attachment B – Centennial / Trowbridge Park Complex Detailed Sign Family Description and Quantity Summary

Attachment C - Centennial / Trowbridge Park Complex Trail Map with proposed Wayfinding Sign Locations

PREPARED BY: Werner Schwar - Supervisor Parks & Open Space Planning

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	November 25, 2021

Attachment A – City of Thunder Bay Pedestrian Wayfinding Plan & Black Sheep Trowbridge Forest Signage Plan Applicable Sign Family Images

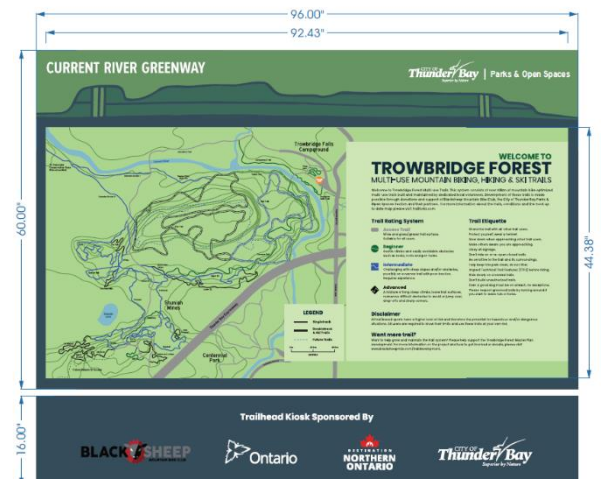
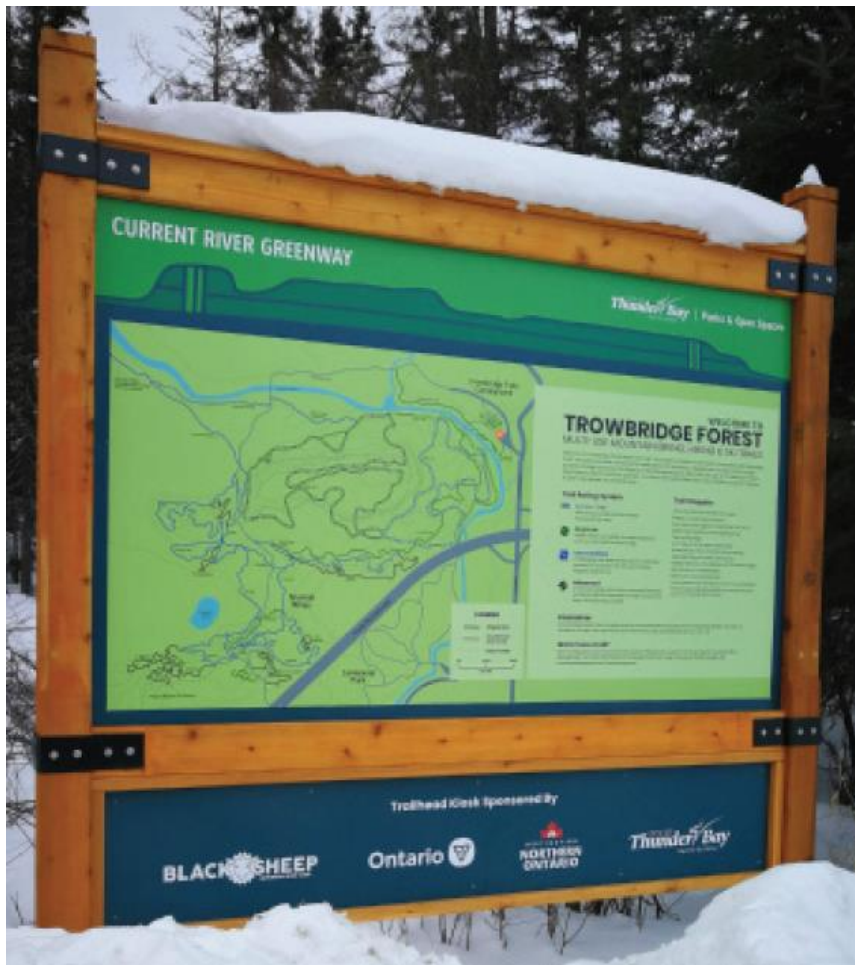
Current River Greenway Header



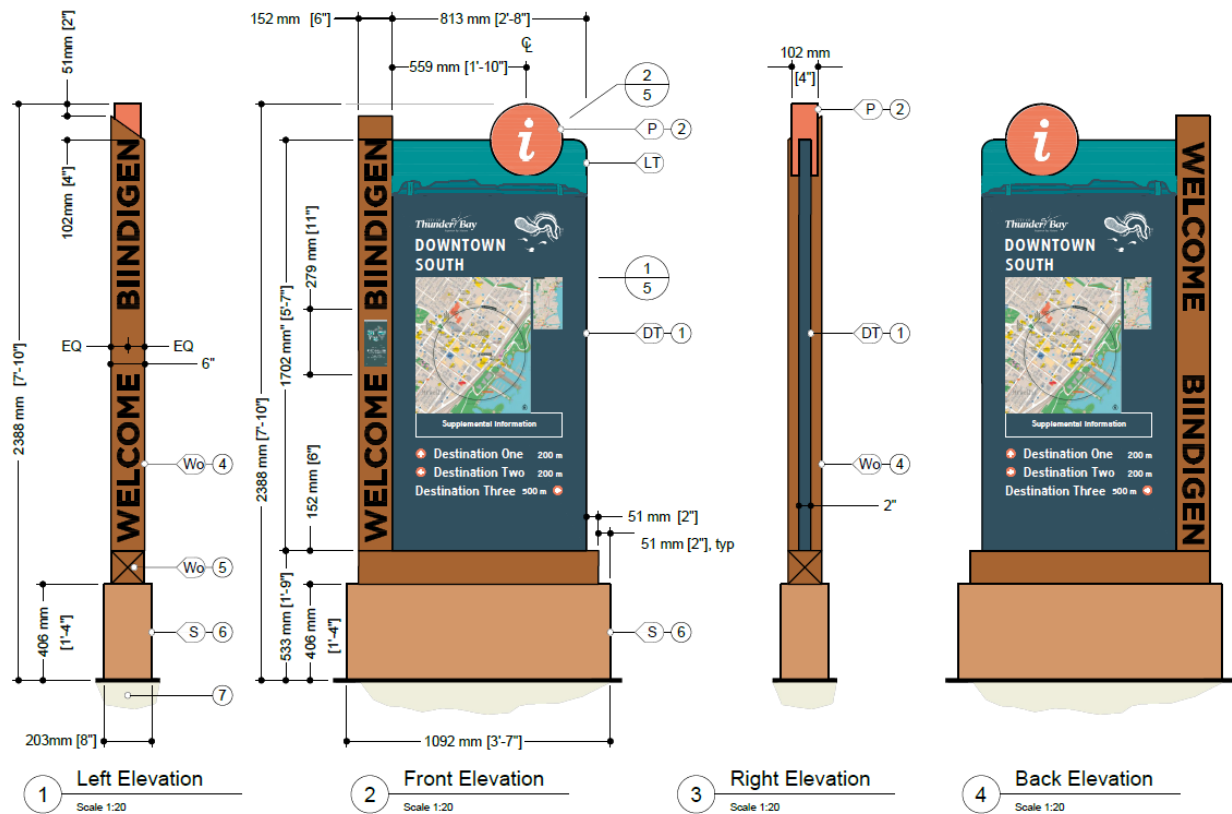
Stylized Beaver Woodland Art



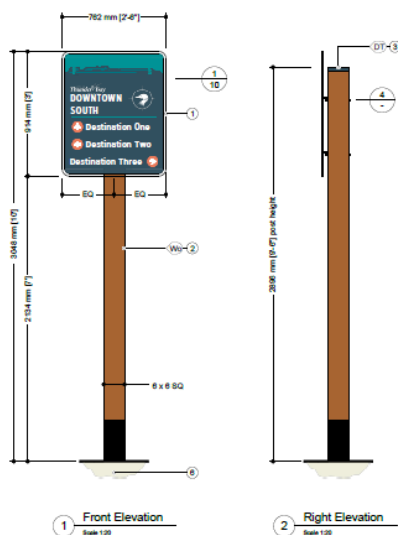
Existing Trowbridge/ Kinsmen Park Trailhead Sign



Kiosk Sign (Similar – recommend to delete base and information icon, enclose in a frame and extend posts to be direct bury footing)



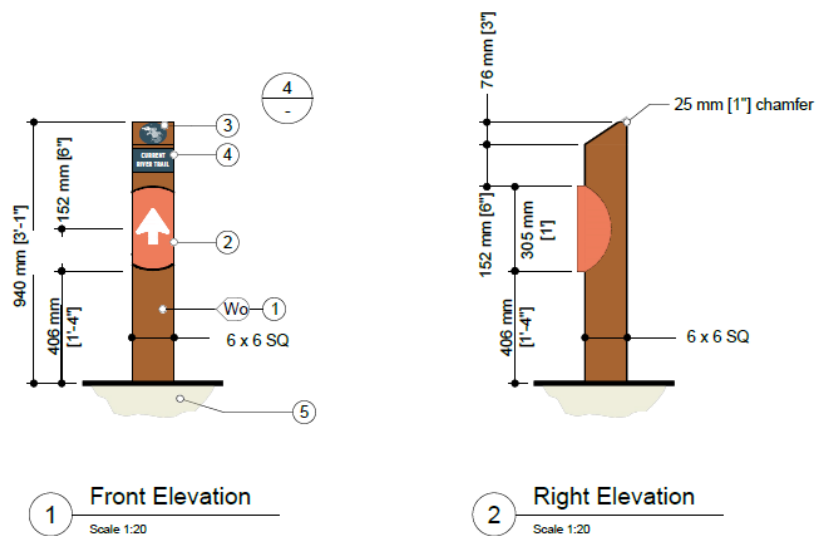
Directional Sign (Similar – recommend to reduce to half scale and add map)



Intersection Sign (Similar)



Km Marker (Similar – recommend to use flexi-post and indicate km mark instead of directional arrow)



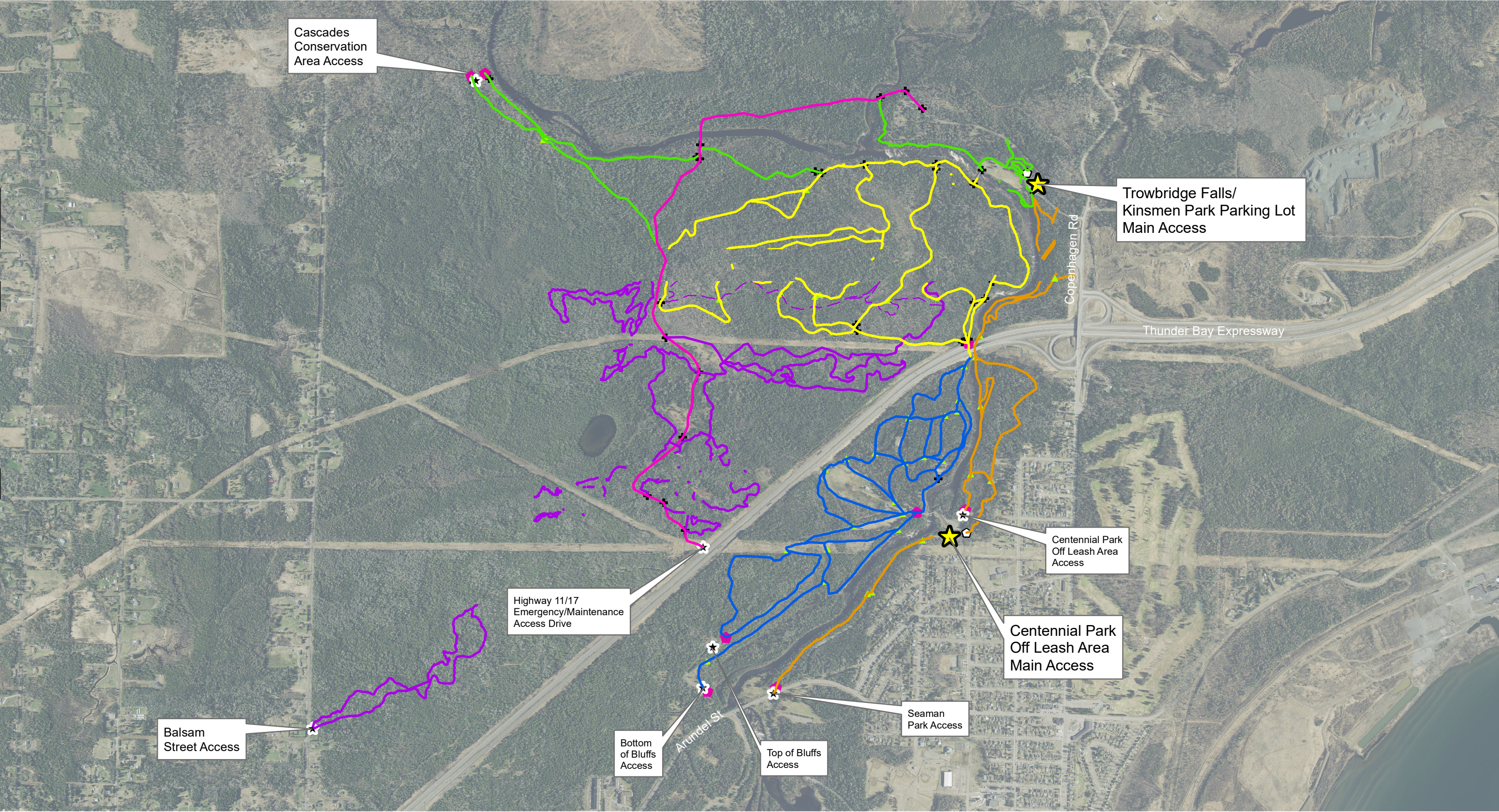
Attachment 'B' – Centennial / Trowbridge Park Complex Detailed Sign Family Description and Quantity Summary

Detailed Sign Family Descriptions

Sign Type	Size	Location	Content	Material	Approx. Value
Simplified Map Kiosk	813 x 2362mm	at each trailhead	large format map, trail etiquette, information & maintenance, distances to other trailheads	Diabond Sign mounted in cedar frame	\$5,000 each
Directional	300x450mm	at major intersections	Trail Area, Trail name, Trail length, Trail difficulty, City logo, Web link, small format map, direction arrows, distances to trailheads, intersection number, GIS coordinate	Diabond Sign mounted on 100 x 100mm wood post	\$300 each
Intersection	Map 300x200mm Sign 75x150mm	At all intersections that do not have directional signage	Trail Area, Trail name, Trail length, Trail Difficulty, City logo, Web link, Small format map, Intersection number, GIS coordinate	Diabond map & Decal sign mounted on flexipost/ rebar	\$100 each
Km Marker	75x150mm	At each Km mark of main trails	Trail Area, Trail name, Km mark, Trail length, City logo, Web link	Decal Sign mounted on flexipost/ rebar	\$75 each

Detailed Sign Family Quantities by Distinct Trail Area

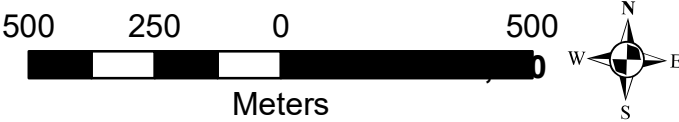
Area	Sign type	Quantity	Approx. Cost
Centennial Park Ski Trails Area	Simplified Map Kiosk	1	\$5,000
	Directional	17	\$5,100
	Intersection	17	\$1,700
	Km Marker	10	\$750
	Total		\$12,550
Centennial Hub & Bluffs Area	Simplified Map Kiosk	3	\$15,000
	Directional	1	\$300
	Intersection	19	\$1,900
	Km Marker	15	\$1,125
	Total		\$18,325
Trowbridge & Cascades Link Area	Simplified Map Kiosk	2	\$10,000
	Directional	7	\$2,100
	Intersection	2	\$200
	Km Marker	5	\$375
	Total		\$12,675
Shuniah Mines Area (Adventure Trail Emergency Link only)	Simplified Map Kiosk	0	\$0
	Directional	14	\$4,200
	Intersection	0	\$0
	Km Marker	3	\$225
	Total		\$4,425
Current River Trails Area	Simplified Map Kiosk	3	\$15,000
	Directional	1	\$300
	Intersection	11	\$1,100
	Km Marker	4	\$300
	Total		\$16,700
Grand Total			\$64,675



Attachment "C"

Centennial Trowbridge Park Complex Sign Location Map

Parks & Open Spaces Section
November 2021



Legend

- Main Trailhead
- Trailhead
- Existing Kiosk
- Simplified Kiosk
- Directional
- Intersection
- Shuniah Mines Trail Area
- Adventure Trail Emergency Link Main
- Centennial Hub & Bluffs Area
- Centennial Park Ski Trails Area
- Current River Trails Area
- Trowbridge & Cascades Link Area

Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations - Engineering & Operations	REPORT NO.	R 173/2021
DATE PREPARED	11/16/2021	FILE NO.	
MEETING DATE	12/06/2021 (mm/dd/yyyy)		
SUBJECT	Speed Restrictions on Arthur Street		

RECOMMENDATION

For information only.

EXECUTIVE SUMMARY

At the August 9th, 2021 Committee of the Whole meeting, a motion was passed by Council requesting a report on a potential decrease of speed limits on Arthur Street in addition to any potential traffic calming measures that may be recommended.

Arthur Street between City limits at 25th Side Road to Parkdale Boulevard was studied for this report. This report reviewed previous roadway ownership and classifications, volume of passenger vehicles and long haul trucks, historical collisions, travel speeds and roadway design.

Traffic calming measures are not a recommended best practice on arterial roadways. Concerning lowering the posted speed limit, Administration reviewed the current operating speed and any safety issues in relation to the design speed of the corridor. The impacts of lowering the speed limit well below the design speed does not always achieve the goal of reducing collisions. Information from the review is presented in the report.

DISCUSSION

Roadway Review

Arthur Street was transferred to the City of Thunder Bay in 2007 with the construction of a new Highway 11/17 route north of Arthur Street. At that time the City reduced the speed limit between 25th Side Road to 20th side road from 90km/h to 80km/h. Additionally, Administration has constructed a turning lane at Fairview Road and implemented engine compression brake use restrictions. Arthur Street is classified as an arterial roadway. Traffic calming measures are not recommended on arterial roadways as best practice.

The current posted speed limit is 80km/h which is in effect from 500 meters west of Parkdale Boulevard to 25th Side Road. Speed studies have been conducted along Arthur Street

intermittently for review. The current study year indicated a slight drop in travel speed compared to previous years. The recorded speeds are considered in relatively good compliance with the posted speed limit, with 85th percentile speeds within 10 km/h of the speed limit.

Table 1 Arthur Street Speed Data

Year	Posted Speed Limit	Average Speed	85th Percentile Speed
2011	80 km/h	82 km/h	90 km/h
2014	80 km/h	81 km/h	90 km/h
2021	80 km/h	77 km/h	86 km/h

Since 2007 when Highway 11/17 was rerouted and Arthur Street was transferred to the municipality, the number of long trucks traveling on the highway has decreased. The percentage of long haul trucks has been reduced from 9% to near 3.5%. Additionally overall traffic has been reduced from 2006 levels.

Table 2 Arthur Street Vehicle Volumes

Year	Average Annual Daily Traffic	% Long Truck
2006	10,970	9.3
2007	10,334	4.2
2008	10,376	2.1
2011	10,017	3.0
2014	9,258	3.6
2020	9,089	3.9
2021	9,358	3.2

Collision Review

A review of the historical collisions on Arthur Street between 25th Side Road and Parkdale Boulevard was conducted. The average rate of collisions were reviewed in five year terms in order to allow comparison to the published average rate of collisions on Ontario roadways. The below values are measured as collisions per million kilometers of travel.

Table 3 Arthur Street Collision Rate

Study Years	2005-2009	2010-2014	2015-2019
Ontario Average Collision Rate	1.77	1.49	1.48
Arthur Street Average Collision Rate	0.61	0.76	0.52

The above data indicates an average rate of collisions over the 6.14 km stretch of roadway between Parkdale Boulevard and 25th Side Road. The collision data indicates the rate of collision is near half of the Ontario average for the corresponding years. Also of note, 56% of all collisions on Arthur Street in the 15 study years are listed as single motor vehicle collisions, for

example when vehicles have left the road or hit an animal. Fifteen percent of the collisions are listed as rear end collisions, 11% are listed as angle collisions, 5% are listed as sideswipes, and 12% are undescribed. There have been two fatal vehicle collisions and one pedestrian non-fatal collision in the fifteen years of study. No cyclist collisions have been recorded.

Posted Speed Review

The posted speed limit is calculated as a result of the road classification, function, physical characteristics and engineering design factors that influence the expected level of risk along the roadway. The factors considered when establishing speed limits are the road geometry, alignment, area zoning, nearby hazards, number of access points, current operating speed, pedestrian usage, heavy truck usage, traffic volumes and collision records. A recommended posted speed limit is then established according to the level of risk.

As Arthur Street was initially designed as the TransCanada Highway, it was built to highway standards by the Ministry of Transportation of Ontario. The Arthur Street roadway alignment and physical characteristics can support vehicles traveling at highway speeds. The design speed is 95km/h.

It is ideal where a posted speed limit matches the speed which the roadway was designed for and the speed which most drivers find comfortable. Engineering guidelines cite that collision rates are lowest when vehicles are traveling at equal speeds. Rates of collisions are much higher when variations exist between the travel speeds of vehicles. This is due to expected driver perception and reaction times not matching with the actual travel speed. A road way with a posted speed limit set much lower than the design speed is likely to experience the majority of drivers traveling faster than the posted speed. The travel speed that drivers believe is reasonable for the roadway characteristics will differentiate from the drivers operating at the posted speed limit.

Speed limits set lower than the design speed make a significant number of drivers subject to citations. This places an unnecessary burden on law enforcement agencies, and when not enforced leads to a perceived increased tolerance of speeding. A balance should be established between the design speed of the roadway, safety considerations and the posted roadway speed.

Transport Truck Reduction

A speed reduction of 10 km/h will likely not persuade long haul transport trucks to avoid Arthur Street. As the travel time on Arthur Street will remain nearly unchanged, it will continue to be economical to travel Arthur Street if the driver's destination is on the south side of the city. An option to limit long haul trucks from Arthur Street is the adoption of a Designated Truck Route that does not include Arthur Street as part of the truck route.

Pedestrian and Cyclist Safety

There is a recorded single pedestrian collision and no cyclist collisions on this section of Arthur Street, but it is understood that some residents who live along Arthur Street have concerns of pedestrian safety. An option to improve perceived pedestrian and cyclist safety would be to fully

pave the shoulder of the road. Generally approximately 1 m of the existing 2.5 m wide shoulder is paved. There is an option to pave the full shoulder to give pedestrians and cyclists additional room on the road platform. The use of flashing waring beacons could also be installed at high volume intersections and the construction of additional turn lanes could be reviewed. If directed by Council, a cost estimate would be created and would be brought forward in future budgets. This item would result in reduced pavement rehabilitation of the road network.

FINANCIAL IMPLICATION

There is no financial implication associated with this report.

CONCLUSION

This report is provided for information only.

It is concluded that the roadway design of Arthur Street coincides with the current operating speeds. The collision history and the roadway characteristics support maintaining the current operating speed of 80km/h on Arthur Street west between 25th Side Road and 500 meters west of Parkdale Boulevard.

BACKGROUND

At the August 9th, 2021 Committee of the Whole, a resolution was passed recommending that Administration investigate and report back on potential decrease of speed limits on Arthur Street in addition to any potential traffic calming measures that may be recommended.

REFERENCE MATERIAL ATTACHED

None.

PREPARED BY: David Binch, Traffic Technologist

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	November 24, 2021

MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT School Bus Stop Arm Cameras

SUMMARY

Memorandum from Councillor Kristen Oliver, dated October 25, 2021, containing a motion directing Administration to explore the implementation of a school bus stop arm camera program.

RECOMMENDATION

WITH RESPECT to the Memorandum from Councillor Kristen Oliver dated October 25, 2021, we recommend that Administration be directed to explore the implementation of a school bus stop arm camera program in the City and provide a report to Council inclusive of a review of existing stop arm camera programs in the province, potential partnerships with private sector service providers, and operational impacts;

AND THAT the report include benefits and costs associated with a stop arm camera program;

AND THAT Administration report back on or before September 12, 2022;

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

ATTACHMENTS

1 K Oliver Memo dated October 25 2021

Memorandum

Office of the Mayor
Fax: 623-1164
Telephone: 625-3601

TO: Dana Earle, Deputy City Clerk
FROM: Councillor Kristen Oliver
DATE: October 25, 2021
SUBJECT: School Bus Stop Arm Cameras
Committee of the Whole – December 6, 2021

Prior to the COVID-19 pandemic, work had begun to review the feasibility of introducing stop arm cameras on school buses in the City of Thunder Bay. Inter-governmental Affairs Committee (IGAC) had presentations from the Student Transportation Services of Thunder Bay, local school bus operators and stop arm camera providers. At the time, the legislation from the Province to determine the process and responsibilities for stop arm camera programs had yet to be finalized.

Ontario Regulation 424/20: School Bus Cameras came into effect on September 1, 2020. Through IGAC, a request was made to Administration to review the City's responsibility and role relative to the introduction of any programs. That report was received on December 7, 2020.

I understand, from the information provided by the Ministry of Transportation, that the municipality is responsible for all aspects of the administration of a school bus arm camera program; however, as the municipality does not own or operate school buses in the City, there would need to be a partnership between the City and private sector service providers. As this continues to be a safety issue for our community, I believe that it is imperative that Administration continue to work towards the possibility of implementing a stop arm camera program in the City and provide information to Council for consideration.

I present the following for Council's consideration,

WITH RESPECT to the Memorandum from Councillor Kristen Oliver dated October 25, 2021, we recommend that Administration be directed to explore the implementation of a school bus stop arm camera program in the City and provide a report to Council inclusive of a review of existing stop arm camera programs in the province, potential partnerships with private sector service providers, and operational impacts;

AND THAT the report include benefits and costs associated with a stop arm camera program;

AND THAT Administration report back on or before September 12, 2022;

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

MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT Neebing River - Request for Report

SUMMARY

Memorandum from Councillor Brian Hamilton, dated November 10, 2021, containing a motion requesting a report for information relative to the above noted.

RECOMMENDATION

WITH RESPECT to the Memorandum from Councillor Brian Hamilton dated November 10, 2021, we recommend that Administration provide information relating to the jurisdictional authority for river use and maintenance;

AND THAT Administration include in the report current maintenance activities completed and planned by the City;

AND THAT Administration review and identify potential locations that could be used for safe watercraft launching including costs to establish and maintain the locations;

AND THAT Administration report back on or before May 2, 2022;

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

ATTACHMENTS

1 B Hamilton Memo dated November 10 2021

Memorandum

TO: Dana Earle, Deputy City Clerk

FROM: Councillor Brian Hamilton

DATE: November 10, 2021

SUBJECT: Neebing River – Request for Information
Committee of the Whole – December 6, 2021

The Neebing River is one of Thunder Bay's most beautiful assets. It is home to a variety of wildlife and is used for recreational purposes. Garbage on the river banks and lack of a dedicated craft launching capacity diminish its potential as a preferred recreational amenity. Providing safe access to the river may increase usage and could be a catalyst for keeping the system clean; realizing its potential as a paddling destination and further protect the natural systems.

The following is presented for your consideration,

WITH RESPECT to the Memorandum from Councillor Brian Hamilton dated November 10, 2021, we recommend that Administration provide information relating to the jurisdictional authority for river use and maintenance;

AND THAT Administration include in the report current maintenance activities completed and planned by the City;

AND THAT Administration review and identify potential locations that could be used for safe watercraft launching including costs to establish and maintain the locations;

AND THAT Administration report back on or before May 2, 2022;

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

MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT Outstanding List for Operations as of November 23, 2021

SUMMARY

Memorandum from City Clerk Krista Power, dated November 23, 2021 providing the Operations Outstanding Items List, for information.

ATTACHMENTS

1 K Power Memo November 23 2021

Memorandum

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

TO: Mayor & Council

FROM: Krista Power, City Clerk

DATE: November 23, 2021

SUBJECT: Outstanding List for Operations Session as of November 23, 2021
 Committee of the Whole – December 6, 2021

The following items are on the outstanding list for Operations:

Reference Number	Department/Division	Outstanding Item Subject	Resolution Report Back Date	Revised Report Back Date
2009-015-INO	Infrastructure & Operations	Temporary Street Closures for Special Events	No date included in original resolution	Mar-07-2022
2014-002-INO	Infrastructure & Operations / Engineering & Operations	Residential Wattage Reduction Report	No date included in original resolution	Mar-03-2025
2017-029-INO	Infrastructure & Operations / Engineering - Parks & Open Spaces	Request to Save Trees on City Property	No date included in original resolution	Mar-07-2022
2020-047-INO	Infrastructure & Operations / Engineering & Operations	Electric Scooter Pilot Participation	Dec-01-2026	
2020-048-INO	Infrastructure & Operations / Engineering & Operations	Automated Speed Enforcement (Photo Radar) - Request for Report	Nov-30-2021	Feb-07-2022
2021-100-INO	Infrastructure & Operations / Central Support	Private Lead Water Service Replacement Program – Loan Program Update	Fall 2021	Dec-06-2021

Reference Number	Department/Division	Outstanding Item Subject	Resolution Report Back Date	Revised Report Back Date
2021-103-INO	Infrastructure & Operations / Engineering - Parks & Open Spaces	Wayfinding Signage – Centennial Park and Trowbridge Falls	Nov-30-2021	Dec-06-2021
2021-104-INO	Infrastructure & Operations / Engineering & Operations	Standard for Trails and Walking Paths – Line Painting	Mar-07-2022	
2021-105-INO	Infrastructure & Operations / Engineering & Operations	Boulevard Dam Electrical Power Production	Mar-07-2022	
2021-106-INO	Infrastructure & Operations / Engineering & Operations	Speed Restrictions on Arthur Street	Dec-06-2021	
2021-107-INO	Infrastructure & Operations / Engineering - Parks & Open Spaces	Tree Production at Conservatory	Dec-20-2021	
2021-108-INO	Infrastructure & Operations/Engineering & Operations	Tactile Walking Indicators	Jan-15-2024	



MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT Thunder Bay District Health Unit - Board of Health Minutes

SUMMARY

Minutes of Thunder Bay District Health Unit - Board of Health Meeting held on October 20, 2021, for information.

ATTACHMENTS

1. Minutes - Board of Health – October 20, 2021



BOARD OF HEALTH MEETING

MINUTES OF THE MEETING: OCTOBER 20, 2021

TIME OF MEETING: 1:00 P.M.

PLACE OF MEETING: VIDEOCONFERENCE

CHAIR: MR. JAMES MCPHERSON

BOARD MEMBERS PRESENT:

Ms. Alana Bishop
Mr. Norm Gale
Ms. Deborah Harris Shallow
Ms. Rebecca Johnson
Mr. John MacEachern
Mr. James McPherson
Mr. Kevin Mullins
Ms. Karen O’Gorman
Mr. Don Smith
Ms. Sonja Stephenson
Ms. Michelle Warywoda

ADMINISTRATION PRESENT:

Dr. Janet DeMille, Medical Officer of Health and
Chief Executive Officer
Mr. Lance Dyll, Director – Corporate Services
Ms. Shannon Robinson, Director – Health Promotion
Mr. Dan Hrychuk, Manager – Finance
Ms. Janice Piper, Manager - Injury Prevention,
Substance Misuse and Tobacco
Ms. Sarah Stevens, Executive Assistant and
Secretary to the Board of Health
Ms. Shelley Oleksuk, Administrative Assistant –
Health Promotion

REGRETS:

Mr. Greg Vallance
Mr. Jim Vezina

1. CALL TO ORDER

The Chair called the meeting to order at 1:00 PM.

2. ATTENDANCE AND ANNOUNCEMENTS

The Chair presented regrets from Mr. Vallance, and reminded all members that meetings are being live-streamed.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. AGENDA APPROVAL

Resolution No.: 74-2021

Moved By: D. Smith
Seconded By: R. Johnson

THAT the Agenda for the Regular Board of Health Meeting to be held on October 20, 2021, be approved.

CARRIED

5. INFORMATION SESSION

5.1 Youth Tobacco and Vaping Trends

Ms. Ronda Rooney, Tobacco Enforcement Officer and Mr. Jonathan Chien, Youth Engagement Facilitator, provided a presentation to the Board of Health on youth tobacco and vaping trends and responded to questions from the Board.

5.2 Accountability Framework

Dr. J. DeMille, Medical Officer of Health and Chief Executive Officer, and Mr. L. Dyll, Director of Corporate Services, provided a presentation to the Board of Health on the Accountability Framework and Organizational Requirements of Boards of Health, under the Ontario Public Health Standards, and responded to questions from the Board.

6. MINUTES OF THE PREVIOUS MEETINGS

6.1 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on September 15, 2021, for approval.

Resolution No.: 75-2021

Moved By: S. Stephenson
Seconded By: K. O'Gorman

THAT the Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on September 15, 2021, be approved.

CARRIED

7. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the previous Minutes.

8. BOARD OF HEALTH (CLOSED SESSION) MEETING

There was no closed session meeting.

9. DECISIONS OF THE BOARD

9.1 General Insurance Program Renewal

Report No. 37-2021 (Finance) relative to providing the Board of Health with recommendations for renewal of the general insurance program for the Thunder Bay District Health Unit for 2021-2022 was presented and discussed.

Resolution No.: 76-2021

Moved By: R. Johnson

Seconded By: D. Smith

THAT with respect to Report No. 37-2021 (Finance), we recommend that the insurance program renewal for the Thunder Bay District Health Unit from Intact Public Entities, effective October 20, 2021 to October 1, 2022, at a total cost of \$103,899 (taxes extra) be approved;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the General Insurance Program Renewal, as required.

CARRIED

9.2 Legal Contract Renewal

Report No. 38-2021 (Finance) relative to providing the Board of Health with recommendations for renewal of the legal contracts for the Thunder Bay District Health Unit for a three-year term was presented and discussed.

Resolution No.: 77-2021

Moved By: M. Warywoda

Seconded By: D. Smith

9. DECISIONS OF THE BOARD (Continued)

9.2 Legal Contract Renewal

THAT with respect to Report No. 38 – 2021 (Finance), we recommend that the contract for Professional Legal Services be awarded to Weilers Law for a three (3) year term effective November 1, 2021;

AND THAT we recommend that the contract for Professional Legal Services for Human Resources, Labour and Employment matters be awarded to O'Neill Associates for a three (3) year term effective November 1, 2021.

CARRIED

9.3 Reserve and Reserve Fund Strategy

Report No. 35-2021 (Finance) relative to providing the Board of Health with an annual review and recommendations regarding the Reserves and Reserve Fund Strategy was presented. Mr. L. Dyll, Director of Corporate Services, and Mr. D. Hrychuk, Manager of Finance, provided supplemental information and responded to questions from the Board.

Resolution No.: 78-2021

Moved By: K. Mullins

Seconded By: A. Bishop

THAT with respect to Report No. 35-2021 (Finance), we recommend:

- The Reserve Fund strategies and transfers be approved as presented;
- \$20,000 from the Benefit Cost Stabilization reserve fund be designated to the Workplace Health and Wellness initiative over the three year period of 2021-2023;
- Any year-end municipal surplus at December 31, 2021 be applied to replenish the \$10,000 withdrawal from the Program Contingency Reserve Fund for the contribution to the Thunder Bay Drug Strategy Community Partnership;
- Any year-end surplus or deficit from the Land Development Program be transferred into or withdrawn from the Land Development Reserve Fund, respectively;

9. DECISIONS OF THE BOARD (Continued)

9.3 Reserve and Reserve Fund Strategy

- The Director of Corporate Services and Manager of Finance be authorized to complete any related administrative requirements for the Reserve and Reserve Fund.

CARRIED

9.4 Association of Local Public Health Agencies (alPHa) – 2021 Fall Symposium

A memorandum from Dr. J. DeMille, Medical Officer of Health and Chief Executive Officer, dated October 20, 2021, and containing a resolution relative to the above noted was presented and discussed.

Resolution No.: 79-2021

Moved By: A. Bishop

Seconded By: D. Smith

THAT the following members of the Board be authorized to attend the alPHa 2021 Fall Symposium to be held virtually on November 19, 2021:

1. James McPherson
2. Don Smith
3. Karen O'Gorman
4. Rebecca Johnson
5. John MacEachern

AND THAT all expenses be paid in accordance to Policy No. BH-02-04 - Board Members' Reimbursement.

CARRIED

10. COMMUNICATIONS FOR INFORMATION

10.1 Pandemic Update

Dr. J. DeMille, Medical Officer of Health and Chief Executive Officer, provided an update to the Board of Health on the COVID-19 pandemic, including longer term impacts and public health recovery, for information.

11. NEXT MEETING

The next regularly scheduled meeting will be held on November 17, 2021.

12. ADJOURNMENT

Resolution No.: 80-2021

Moved By: K. Mullins

Seconded By: S. Stephenson

THAT the Board of Health meeting held on October 20, 2021, be adjourned at 2:50 p.m.

CARRIED

MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT Sister Cities Advisory Committee Minutes

SUMMARY

Minutes of Meetings 04-2021, 05-2021 and 06-2021 of the Sister Cities Advisory Committee held on May 5, 2021, September 15, 2021 and October 6, 2021, for information.

ATTACHMENTS

- 1 Sister Cities Minutes Meeting 4 - 05-05-21
- 2 Sister Cities Minutes Meeting 5 - 09-15-2021
- 3 Sister Cities Minutes Meeting 6 - 10-06-21

DATE: WEDNESDAY, MAY 5, 2021 **MEETING NO. 04-2021**
TIME: 5:32 P.M.
PLACE: VIRTUAL MEETING – MS TEAMS
CHAIR: MATTHEW VILLELLA

**PRESENT (ELECTRONIC
PARTICIPATION) :**

Councillor Cody Fraser
Councillor Peng You
Matthew Villella
Andrew Ault
Andrew Garro
Piero Pucci, CEDC
Kathleen Lynch, Confederation College
Richard Longtin, Lakehead University

**OFFICIALS (ELECTRONIC
PARTICIPATION):**

Krista Power, City Clerk
Cynthia Olsen, Acting Director – Corporate
Strategic Services
Tina Larocque, Coordinator – Boards, Committees
and Special Projects

1.0 DISCLOSURES OF INTEREST

There were none at this time.

2.0 INTRODUCTION OF NEW COMMITTEE MEMBER

The Chair introduced and welcomed Richard Longtin, Government Relations, Lakehead University to the committee.

3.0 AGENDA APPROVAL

MOVED BY: Councillor Cody Fraser
SECONDED BY: Richard Longtin

WITH RESPECT to the May 5, 2021 Sister Cities Advisory Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

4.0 MINUTES OF PREVIOUS MEETING

Minutes of Meeting No. 03-2021 of the Sister Cities Advisory Committee, held on April 7, 2021, to be confirmed.

MOVED BY: Andrew Ault
SECONDED BY: Councillor Peng You

THAT the Minutes of Meeting No. 03-2021 held on April 7, 2021, be confirmed.

CARRIED

5.0 COMMITTEE WORKPLAN

The Committee reviewed and discussed the work plan, the following objectives and its action items contained within each objective:

1. Objective #1 – To provide advice and direction on the implementation of the Twinning (Sister Cities) Policy and make recommendations for future changes to the policy and program for City Council to consider.
2. Objective #2 – To develop program activities that advance the relationships established in accordance to the Twinning (Sister Cities) Policy with each Sister City.
3. Objective #3 – To increase the awareness and participation of community partners in Sister City exchanges and visits.

The Chair advised that the revised work plan and the Twinning Policy will be sent to the Committee Members.

6.0 LIAISON'S UPDATES

6.1 DULUTH, MN

The Chair advised that there has been no update from Duluth.

6.2 LITTLE CANADA, MN

Canadian Days is an annual community festival that celebrates Little Canada and Thunder Bay's Sister City's relationship. The Chair advised that the Little Canada is planning for their Canadian Days this year and it will take place July 30-Aug 1st, 2021. We will be involved but the details have not been determined at this time.

6.3 SEINAJOKI, FINLAND

There was no update at this time.

6.4 GIFU CITY, JAPAN

At this time, the Virtual Museum project is on hold due to the pandemic as the city is going through a fourth wave. The Tokyo Olympics are still moving ahead with the games taking place July 21st – August 8, 2021.

6.5 JIAOZUO, CHINA

Councillor Peng You provided an update and advised about the World Tai Chi conference and sports exchanges.

Councillor Peng You also raised concerns of the condition of the statues that were gifted by our Sister City in Jiaozuo City, China that are located at the International Tai Chi Park at Prince Arthur's Landing as they have not been cleaned for a number of years. Krista advised that she will contact Parks and have the statues cleaned.

7.0 COMMUNICATIONS COMMITTEE – UPDATE

This item will be discussed at the next meeting.

8.0 COMMITTEE FINANCE

Krista Power provided an update on the Committee's Finances.

9.0 COMMUNITY ENGAGEMENT (BUSINESS)

There was no update at this time.

10.0 COMMUNITY ENGAGEMENT (CULTURAL)

There was no update at this time.

11.0 ECONOMIC AFFAIRS

No update at this time.

12.0 NEW BUSINESS

Asian Heritage Month

Krista Power advised that a social media post on our City of Thunder Bay page will be created celebrating Asian Heritage Month. We will have a picture taken of the statues that were gifted by our Sister City in Jiaozuo City, China after they have been cleaned by the parks staff. Tina Larocque will work with Corporate Communications to have this posted on our Social Media.

13.0 NEXT MEETING

The next meeting is scheduled for Wednesday, June 2, 2021, 5:30 pm via MS TEAMS.

14.0 ADJOURNMENT

The meeting adjourned at 6:52 p.m.

DATE: WEDNESDAY, SEPTEMBER 15, 2021 **MEETING NO. 05-2021**
TIME: 5:32 P.M.
PLACE: VIRTUAL MEETING – MS TEAMS
CHAIR: MATTHEW VILLELLA

**PRESENT (ELECTRONIC
PARTICIPATION) :**

Councillor Peng You
Matthew Villella
Andrew Ault
Andrew Garro
Hiroko Bekki-Moller
Chris Krumpholz
Piero Pucci, CEDC
Miriam Wall, Confederation College

**OFFICIALS (ELECTRONIC
PARTICIPATION):**

Krista Power, City Clerk
Tracie Smith, Director – Strategic Initiatives &
Engagement
Stacey Levanen, Supervisor – Corporate
Communications
Tina Larocque, Coordinator – Boards, Committees
and Special Projects

1.0 DISCLOSURES OF INTEREST

There were none at this time.

2.0 INTRODUCTION OF NEW COMMITTEE MEMBERS

The Chair introduced and welcomed Tracie Smith, Director – Strategic Initiatives & Engagement and Miriam Wall, Dean - International Studies, Confederation College to the committee. Miriam Wall is attending on behalf of Kathleen Lynch, President, Confederation College.

3.0 AGENDA APPROVAL

MOVED BY: Hiroko Bekki-Moller
SECONDED BY: Piero Pucci

WITH RESPECT to the September 15, 2021 Sister Cities Advisory Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

4.0 MINUTES OF PREVIOUS MEETING

Minutes of Meeting No. 04-2021 of the Sister Cities Advisory Committee, held on May 5, 2021, to be confirmed.

MOVED BY: Councillor Peng You
SECONDED BY: Andrew Ault

THAT the Minutes of Meeting No. 04-2021 held on May 5, 2021, be confirmed.

CARRIED

5.0 SISTER CITIES EVALUATION

Andrew Ault led the Sister Cities evaluation process.

Andrew provided an overview of the presentation outline, background on our five Sister Cities and the key issues and considerations in the evaluation process.

The Committee reviewed the PowerPoint slides and discussed the Cultural and Economic Criteria.

In the Cultural Criteria the Committee discussed the similarity in Demographic Profile, Community Cross-Cultural Engagement and Youth Cross-Cultural Engagement. In the Economic Criteria, the Committee discussed the similarities in Economic Profile (Major Industries), engagement with Post-Secondary Education, research and innovation, Similarity in Economic Challenges, Tourism Potential, Trade Synergy and City Delegations.

It was consensus of the Committee that the Committee members will review the evaluation slides and provide feedback. The feedback will be provided to Andrew who will ensure that the information is included and distributed to all members once complete. At the next meeting, the discussion will continue and the Committee will assign ratings for each Sister City.

6.0 NEXT MEETING

The next meeting is scheduled for Wednesday, October 6, 2021, 5:30 pm via MS TEAMS.

7.0 ADJOURNMENT

The meeting adjourned at 7:02 p.m.

DATE: WEDNESDAY, OCTOBER 6, 2021 **MEETING NO. 06-2021**
TIME: 5:33 P.M.
PLACE: VIRTUAL MEETING – MS TEAMS
CHAIR: MATTHEW VILLELLA

**PRESENT (ELECTRONIC
PARTICIPATION) :**

Mayor Bill Mauro
Councillor Peng You
Matthew Villella
Andrew Ault
Andrew Garro
Hiroko Bekki-Moller
Carol Pollard
Piero Pucci, CEDC
Richard Longtin, Lakehead University
Miriam Wall, Confederation College

**OFFICIALS (ELECTRONIC
PARTICIPATION):**

Krista Power, City Clerk
Tracie Smith, Director – Strategic Initiatives &
Engagement
Tina Larocque, Coordinator – Boards, Committees
and Special Projects

1.0 DISCLOSURES OF INTEREST

There were none at this time.

2.0 AGENDA APPROVAL

MOVED BY: Richard Longtin
SECONDED BY: Carol Pollard

WITH RESPECT to the October 6, 2021 Sister Cities Advisory Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3.0 MINUTES OF PREVIOUS MEETING

Minutes of Meeting No. 05-2021 of the Sister Cities Advisory Committee, held on September 15, 2021, to be confirmed.

MOVED BY: Andrew Ault
SECONDED BY: Hiroko Bekki-Moller

THAT the Minutes of Meeting No. 05-2021 held on September 15, 2021, be confirmed.

CARRIED

4.0 SISTER CITIES EVALUATION

Andrew Ault had led the PowerPoint presentation and the Sister Cities evaluation process.

Andrew Ault provided an overview of the previous meeting discussions and the key issues and considerations in the evaluation process.

The Committee discussed and reviewed the evaluation and provided feedback relative to the above noted.

5.0 ENGAGEMENT WITH OUR SISTER CITIES

The Chair led a brief discussion on how we can engage with our Sister Cities.

A discussion had taken place relative to the letters that were sent in March to our Sister Cities that included invitations to on-line meetings. The Office of the City Clerk advised that Gifu City has recently responded and they are interested in participating in a meeting.

It was consensus of the Committee that this discussion would continue at the next Committee meeting.

6.0 NEXT MEETING

The next meeting is scheduled for Wednesday, November 3, 2021, 5:30 pm via MS TEAMS.

7.0 ADJOURNMENT

The meeting adjourned at 6:52 p.m.



MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT Accessibility Advisory Committee Minutes

SUMMARY

Minutes of Meeting 08-2021 of the Accessibility Advisory Committee held on October 14, 2021, for information.

ATTACHMENTS

1. Accessibility Advisory Committee Minutes - October 14, 2021

ACCESSIBILITY ADVISORY COMMITTEE

Meeting 08-2021

Date: Thursday, October 14, 2021

Time: 1:00 P.M.

Virtual Location: MS Teams

Chair: Tessa Soderberg

MEMBERS

Tom Brownlee
Kai Crites
John Gobeil
Councillor Rebecca Johnson
Tara Lennox
Maurice Rubenick
Tessa Soderberg
Brian Spare
Randy Sponchia
J.R. Wheeler

SECTOR REPRESENTATIVE

Caregiver to a Person with a Disability
Mental Health Representative
Citizen Representative
Council Representative
Learning Disability Representative
Senior with a Disability Representative
Visually Impaired or Blind Representative
Hard of Hearing/Late Deafened Representative
Developmental Disability Representative
Brain Injury Representative

OFFICIALS

Krista Power
Dana Earle
Scott Garner
Flo-Ann Track

City Clerk
Deputy City Clerk
Municipal Accessibility Specialist
Council & Committee Clerk

RESOURCES

Jessy Bogacki
Carly Topozini
Matthew Miedema

Program Supervisor, Adult Fitness, Wellness & Inclusion Services
Classification Analyst, Human Resources & Corporate Safety
Project Engineer, Infrastructure & Operations

AGENDA**1. WELCOME AND INTRODUCTIONS**

Chair Tessa Soderberg called the meeting to order and a roundtable of introductions followed.

2. COMMUNICATION PROCESS

Chair Tessa Soderberg explained the communication process.

3. AGENDA APPROVAL

MOVED BY: Rob Wheeler

SECONDED BY: Tara Lennox

WITH RESPECT to the October 14, 2021 meeting of the Accessibility Advisory Committee, we recommend that the Agenda as printed, including any additional information and new business, be confirmed.

CARRIED

4. PRESENTATIONS

4.1 Encampment Response Protocol

Coordinator - Thunder Bay Drug Strategy Cynthia Olsen appeared before the Committee via MS Teams, provided an overview and responded to questions relative to the above noted.

The following information was provided:

- At the onset of the pandemic the Vulnerable Populations COVID-19 Planning Table was established.
- The first priority was to understand the risks associated with COVID for individuals experiencing homelessness or non permanent housing.
- Stakeholders/Service Support Networks came together providing direct services to people experiencing homelessness, or providing specialized expertise on health and safety, weather, or funding to support the delivery of services to people experiencing homelessness.
- Illness and isolation shelter spaces were created in the community as well as a warming centre.
- The network shares information and the increased work around the vulnerable populations. Regular updates are provided to the Municipal Emergency Control Group on the status of COVID-19 among vulnerable populations and any risks or gaps that have been identified.
- In January 2021, Coordinator was contacted about an encampment, and the business wanted a compassionate response. Coordinator reached out to Network of outreach workers to engage individuals into finding alternative sheltering
- Since then, Coordinator continued to receive calls about encampment areas, and outreach workers provide a compassionate approach and response, interactions are respectful, compassionate and ensure each person's dignity and personal preferences are upheld.

- Moving forward, work is being done to develop a formal protocol for responding to encampments, including individuals who may be sleeping rough and who have disabilities.
- 15 – 20 organizations, to determine what programs or services will be provided by each.
- Communities across Canada have developed a protocols to identify and address the specific needs of individuals in encampments and link them with available services including individuals with disabilities.

- Several groups are already involved locally and the network continues to grow.
- The group will also continue to seek and act on opportunities to advocate for enhanced assistance for vulnerable people in the community. This includes pursuing provincial and federal funding to address the well-known gaps in supportive housing options in Thunder Bay.
- The number of individuals requiring support services has increased, COVID may have impacted this increase. While age range is typically 18 years and older, there are concerns about youth homelessness.
- Dennis Franklin Cromarty, Mattawa Education and Care Centre, and Keewaytinook Okimakinak each operate Safe Sobering Services for youth. Work on additional safe sobering site for youth has been stalled due to the pandemic.
- Facilities across Thunder Bay were assessed as optional shelter locations, most if not all would not meet the needs of sheltering. Partner organizations have stepped up to identify available space for this purpose. The Thunder Bay District Social Services Administration Board supported additional spaces during the pandemic. As capacity limits are expanding, based on COVID guidelines, shelters can operate closer to normal capacity limits.
- Community partners are currently looking for warming shelter options for the upcoming winter season. Through network outreach, individuals utilized the Care Bus for warming, and at times a nap. There was good ridership as people became aware the Care Bus was available.
- Rental/housing subsidies are provided through several support organizations. Individuals may be provided assistance/subsidies or connected to available services/resources based on unique circumstances.
- Individuals requiring accessible services/accommodations are matched with service/facility providers based on unique needs/circumstances.

4.2 Municipal Autism Strategy

Item deferred.

5. MINUTES OF PREVIOUS MEETING

The Minutes of Meeting 07-2021 Accessibility Advisory Committee, held on September 9, 2021, to be confirmed.

MOVED BY: Brian Spare
SECONDED BY: Kai Crites

THAT the Minutes of Meeting 07-2021 of the Accessibility Advisory Committee, held on September 9, 2021, be confirmed, as amended.

CARRIED

6. ANNUAL OPEN HOUSE

Municipal Accessibility Specialist Scott Garner provided an update relative to the above noted.

The following information was provided:

- Maverick Group will be producing two (2) videos. Video production will take place over the next few weeks.
- The launch of the Open House with all videos is scheduled for December 3, 2021.
- Videos will be available on Shaw, YouTube, Facebook and City of Thunder Bay website.

The meeting recessed at 2:00 p.m.

The meeting resumed at 2:15 p.m.

7. BUILT ENVIRONMENT WORKING GROUP UPDATE

7.1 Roundabout

At the September 9, 2021 Accessibility Advisory Committee meeting discussion was held relative to the above noted and additional information was requested from the Project Engineer.

Project Engineer – Development & Emergency Services Matthew Miedema appeared before the Committee virtually via MS Teams and provided the following information

- Curvy paths or chicanes, which are back to back curves on the multi use trail, were installed to slow cyclists down
- A painted yellow line down the centre of the path, a tactile surface or tactile guiding edge are some options to be considered to provide guidance around the multi use trail There is currently no AODA standard specific to guiding tactile edges. Administration would like to continue discussions with the AAC to determine a suitable option.
- Contractors are required to fulfill the terms of a contract prior to receiving final payment, a standard practice. The build-up of concrete residue on the tactile plates will be removed.
- The centre mound height is intentional, designed to reduce sight lines for drivers, causing them to slow down.
- Plantings around the medicine wheel will be installed Spring 2022.
- Ramp access to the South-West corner is located on private property and is on the high end of the scale for slope requirements. The current location does not allow for a flatter slope so an alternate location will have to be determined. Engineering will consult with the property owner to determine a better location for the ramp.
- The pedestrian crossover signals utilize new technology and require software to program the audible messaging. The Traffic Technologist will update the audible message with the standard wording once the new software has been installed.

- Other municipalities have installed separate pedestrian and bike paths, it is currently not required at this location. Administration will continue to monitor the function of the multi use trail system around the City and upgrade as needed or as new standards require.

Discussion was held relative to the above noted and Matt Miedema responded to questions.

- During pre-consultation with the AAC, Members expressed concerns relating to the type and size of plantings at the roundabout location, specifically plantings that would create sound barriers for individuals utilizing traffic noise to navigate safely. At that time Administration advised that trees would line the outside of the path and low lying shrubs would line the inside of the path. Why have trees been planted on the inside of the path next to traffic lanes and can they be removed and transplanted elsewhere?
 - This question will be referred to Guy Walter, Landscape Architect for follow up.
- Although many stakeholder groups provided input for the roundabout project, Members noted that the safety of all stakeholders should be prioritized over design.
- Construction on Edward Street will be completed shortly, resulting in increased traffic through the roundabout. Will public service messaging be used to help mitigate vehicular accidents with pedestrians?
 - Vehicles are required to yield to pedestrians as per the Highway Traffic Act. Should an accident occur Administration will review the circumstances to advise future decisions, which is current practice
- Members expressed frustration with respect to time and energy invested in accessibility pre-consultation sessions and subsequent disappointment when the suggestions made have not been incorporated in completed projects.
- Curved paths do not provide a clear path, alternately speed bumps could be used on straight paths to slow bicycle traffic.
- A painted yellow line down the centre of the path would be helpful for sighted individuals.
- When using trails or sidewalks people typically travel on the right-hand side, to navigate the roundabout trail to the next pedestrian crossing there needs to be some type of mechanism that alerts an upcoming crossing.
- On Edward Street, where the audible pedestrian crossings are installed, a locator can be placed on the pole. Without audible signals on Redwood Avenue it will be challenging to navigate to the pedestrian crossing
- During a pre-consultation meeting with Administration the AAC recommended that audible crossings be installed on Redwood Avenue for safety and accessibility.
- The technology for pedestrian crossovers in Thunder Bay keeps changing, creating a learning curve and new issues for technologists to figure out extending the time to fix.
- The mound in the centre of the roundabout may help to reduce sightlines for drivers and calm traffic speeds but it also reduces the ability for drivers to see children accessing the roundabout and visa versa. The height of the mound also creates a barrier for deaf individuals that rely on clear sightlines to guide their travel. Adding planting to the mound will increase these risks.
- The slope of the ramp from the mall parking lot is too steep for individuals utilizing manual wheel chairs. The location and slope of the ramp should have been redesigned and reconstructed prior to joining it to the roundabout trail

- Engineering will consult with the property owner to determine a better location for the ramp, the slope will be addressed
- Traffic will increase through the roundabout once construction has been completed on either end of Edward Street, when will construction be completed?
 - Construction should be completed by the end of the month.

7.2 Fort William Gardens and Delaney Arenas

Deputy City Clerk Dana Earle provided the following for information:

Fort William Gardens:

- New scoreboard has been installed at the Fort William Gardens.
- The tender for the new handrails is being issued Saturday, October 16, 2021, and will be posted publicly for three weeks, closing on Tuesday, November 9.
- The handrails should be installed by the end of 2021.

Delaney Arena:

- The project had gone out to tender but has been put on hold.
- Original plan was to have this work completed through the winter months; however, the space is required this year for physical distancing.
- Funds have been committed and the project will move forward in April 2022.

8. ROUNDTABLE OF ACCESSIBILITY ISSUES

Committee members reported on the following accessibility issues encountered in the community.

8.1 Tactile Plates

At the June 10, 2021 Accessibility Advisory Committee discussion was held relative to the above noted and a motion was passed recommending that the colour of new tactile plates be yellow beginning in the year 2022, that existing tactile plates be painted yellow and maintained as required on an annual basis, and that the Chair provide a memo at an upcoming Committee of the Whole meeting for Council's consideration.

At the July 19, 2021 Committee of the Whole Meeting correspondence dated June 16, 2021 from Chair – Accessibility Advisory Committee Tessa Soderberg was presented containing a recommendation to consider changing the City's current practice by installing yellow tactile plates at curb ramps and to paint all existing plates yellow.

At the August 13, 2021 Committee of the Whole meeting Memorandum from Councillor Rebecca Johnson dated August 24, 2021 containing a motion relative to the above noted was

passed directing Administration to implement a pilot project to test paint solutions for existing tactile indicators as well as new pre-manufactured yellow indicators.

Deputy City Clerk Dana Earle provided the following, for information:

- Painted and pre-manufactured yellow tactile plates are currently being piloted.
- The pilot project will take place over a few winter season from October 2021 – December 2023 to determine maintenance requirements.
- Members of the AAC to advise 2 locations to pilot new tactile plates.
- Administration to report back to Council prior to the 2024 construction season to provide results of the pilot project.
- Research has begun with respect to use in other municipalities and how to go forward with permanent solutions for the current patina coloured tactile plates already installed in Thunder Bay.

8.2 Closed Captioning

Discussion was held relative to the above noted.

- Closed captions generated by the MS Teams program is inaccurate
 - Are other options available?

Deputy City Clerk Dana Earle provided the following, for information:

- Closed captions provided within MS Teams are auto generated.
- Auto generated closed captions are not accurate as reported previously.
- While working through sound and technology issues at a recent virtual McKellar Ward Meeting, MS Teams auto generated closed captions were used, it was very inaccurate. As follow up Administration will reach out to Councillor Brian Hamilton provide information with respect to the ongoing work that is being done to find solutions.

Municipal Accessibility Specialist Scott Garner provided the following, for information

- Under the AODA there is no requirement for compliance to use closed captioning for live streaming.
- The AODA requires videos that are uploaded to the website to be captioned.
- Administration recognizes the importance of accurate closed captions and is continuing to work towards a solution.

8.3 Accessibility Consultation

A Member provided the following information:

Members have expressed their frustration with respect to recommendations the Committee has made to improve accessibility and safety during consultation with Administration and outside groups.

Discussion was held relative to the above noted.

- How can the Committee improve accessibility awareness and understanding across the Corporation and with outside consultant groups?
- How do we ensure that the Committees recommendations, with respect to the built environment and outside of Standards or Legislation, are understood and implemented?
 - Work continues and is ongoing with respect to accessibility training and improved understanding across all departments.

8.4 Accessible Parking

A Member provided the following information:

Accessible parking spots at St. Joseph's Care Group are limited and located down a hill from the main entrance creating barriers for individuals utilizing assistive devices/or limited mobility.

Discussion was held relative to the above noted.

- Does Security monitor the parking areas?
- Can By-law Enforcement get involved and ticket individuals utilizing accessible parking spaces without permits?
- Can a memo be sent from the Committee to the St. Joseph's Care Group to address the issue?
- Where are the accessible spots located and how many are available?
 - Administration will invite Supervisor – Parking Authority Jonathan Paske to the next meeting.

8.5 Canada Games Complex –Telephone Booking System

Program Supervisor - Adult Fitness, Wellness & Inclusion Services Jessy Bogacki provided information relative to the above noted and responded to questions.

The following was provided for information:

- The booking program used by Recreation & Culture is called Perfect Mind. It is utilized to maintain user information and has been in use prior to COVID 19. Perfect Mind is utilized for telephone and online bookings, will schedule 7 days in advance to allow people to book spaces. Administration cannot override the 7 day window for booking.

- Administration was unable to recreate the issue encountered with respect to individuals utilizing a telephone to book facility time. Members provided more information relating to the problem of using voiceover. The system needs to be voiceover compatible otherwise it is a barrier for individuals with no other option to book time at the facility. Administration will reach out to the program developer for more information
- The system was implemented to improve accessibility to programs and facility time during the pandemic, and was not intended to create additional barriers.
- Once COVID related restrictions are lifted the booking system will not be required.

9. NEW BUSINESS

10. 2021 MEETING SCHEDULE

At the January 14, 2021 meeting of the Accessibility Advisory Committee it was the consensus of the Committee to schedule future monthly meetings from 1:00 pm to 4:00 pm, as follows:

Thursday, November 18, 2021

11. ADJOURNMENT

The meeting adjourned at 3:25 p.m.

MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT The District of Thunder Bay Social Services Administration Board
Minutes

SUMMARY

Minutes of Meetings 15/2021 and 16/2021 (Closed) of The District of Thunder Bay Social Services Administration Board held on October 21, 2021, for information.

ATTACHMENTS

- 1 TBDSSAB Minutes October 21 2021
- 2 TBDSSAB Minutes (Closed) October 21 2021



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 15/2021
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: October 21, 2021

TIME OF MEETING: 10:00 a.m.

LOCATION OF MEETING: Microsoft Teams &
3rd Floor Boardroom
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON

CHAIR: Lucy Kloosterhuis

PRESENT:

Albert Aiello
Kim Brown
Shelby Ch'ng
Jody Davis
Andrew Foulds
James Foulds
Brian Hamilton
Kevin Holland
Rebecca Johnson
Lucy Kloosterhuis
Ray Lake
Elaine Mannisto
Aldo Ruberto
Wendy Wright

OFFICIALS:

William (Bill) Bradica, Chief Administrative
Georgina Daniels, Director, Corporate Services Division
Ken Ranta, Director, Integrated Social Services Division
Glenda Flank, Recording Secretary

GUESTS:

Crystal Simeoni, Manager, Housing Programs
Keri Greaves, Manager, Finance
Jennifer Lible, Manager, Social Assistance Programs
Michelle Wojciechowski, Manager, Intake and Eligibility
Roxanne Brunelle-Crupi, Manager, Human Resources
Carole Lem, Communications & Engagement Officer
Larissa Jones, Communications Assistant

REGRETS:

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda items; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

William Bradica, CAO declared a perceived conflict of interest regarding the 2021/22 Housing Portfolio Insurance Contract as he is the Board Chair of Housing Services Insurance Incorporated.

NEW BUSINESS

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 21/60

Moved by: Andrew Foulds
Seconded by: Elaine Mannisto

THAT with respect to the agendas for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for October 21, 2021, we approve the agendas as printed;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Board Meeting No. 13/2021 (Regular Session) and Meeting No. 14/2021 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on September 16, 2021, were presented for confirmation.

Resolution No. 21/61

Moved by: Kim Brown
Seconded by: Shelby Ch'ng

THAT the Minutes of Board Meeting No. 13/2021 (Regular Session) and Meeting No. 14/2021 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on September 16, 2021, be confirmed.

CARRIED

PRESENTATIONS

Homelessness

A presentation regarding Housing and Homelessness was presented for the information of the Board. A copy of the presentation was provided to the Board prior to the meeting.

Ken Ranta, Director, Integrated Social Services Division introduced the Integrated Social Services Team that would be presenting, presented the introduction to the Homelessness presentation and responded to questions.

Crystal Simeoni, Manager, Housing Programs, provided an overview of the Community Homelessness Prevention Initiative and the Sheltering System and responded to questions.

On consensus, the Board directed Administration to provide a report to the Board relative to the Operational Review on Shelter House Thunder Bay.

William Bradica, CAO responded to questions and provided clarification.

Michelle Wojciechowski, Manager, Intake and Eligibility presented information regarding the Service Prioritization Decision Assistance Tool and various Tables that TBDSSAB is a part of and responded to questions.

Crystal Simeoni, Manager, Housing Programs provided information relative to the Home For Good Program and the Lodge on Dawson.

Jennifer Lible, Manager, Social Assistance Programs presented information regarding life stabilization and the Housing Security Fund and responded to questions.

Ken Ranta, Director, Integrated Social Services provide information on Reaching Home Rural and Remote and responded to questions.

William Bradica, CAO provided further information regarding the federal Rapid Housing Initiative and responded questions.

On consensus, the Board directed Administration to prepare an advocacy position for Board approval relative to requesting more funding for homeless prevention within our District.

Financial Context for 2022 Budget Process

A copy of the presentation regarding the Financial Context for the 2022 Budget Process was provided to the Board prior to the meeting.

Due to limited time and on consensus of the Board, Administration only responded to questions regarding the Financial Context for 2022 Budget Process.

At 11:55 a.m. Georgina Daniels, Director, Corporate Services, Crystal Simeoni, Manager, Housing Programs, Keri Greaves, Manager, Finance, Jennifer Lible, Manager, Social Assistance Programs, Michelle Wojciechowski, Manager, Intake and Eligibility and Carole Lem, Communications & Engagement Officer left the meeting and the Board Chair called for a break for lunch.

At 12:20 p.m. the meeting reconvened in regular session with the remaining members of Administration in attendance.

CLOSED SESSION

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to labour relations regarding CUPE Collective Bargaining and with respect to personal matters regarding identifiable individuals including Board employees and with respect to the sale of property by a funded agency.

Resolution No. 21/62

Moved by: Kevin Holland
Seconded by: Kim Brown

THAT the Board Adjourn to a closed meeting relative to the receipt of information with respect to labour relations regarding the CUPE Collective Bargaining and with respect to personal matters regarding identifiable individuals including Board employees and with respect to the sale of property by a funded agency.

CARRIED

The Meeting reconvened in regular Session with William Bradica, CAO, Ken Ranta, Director, Integrated Social Services, Georgina Daniels, Director, Corporate Services, Keri Greaves, Manager, Finance, Roxanne Brunelle-Crupi, Manager, Human Resources, Carole Lem, Communication and Engagement Officer, Larissa Jones, Communications Assistant and Glenda Flank Executive Assistant in attendance.

REPORTS OF ADMINISTRATION

CUPE Collective Bargaining Mandate

Report No. 2021CS-08 (CAO Division) was presented in Closed Session providing information relative to the CUPE Collective Bargaining Mandate, for consideration in Regular Session.

Resolution 21/62A

Moved by: Brian Hamilton
Seconded by: Kevin Holland

THAT with respect to Report No. 2021CS-08 (CAO Division), we recommend that Administration proceed as directed in Closed Session.

CARRIED

2021 Reserve and Reserve Fund Strategy Update

Report No. 2021-44 (Corporate Services Division) providing the annual update to the Reserve and Reserve Fund Strategy, was presented for consideration of the Board.

Georgina Daniels, Director, Corporate Services responded to questions.

Resolution No. 21/63

Moved by: Andrew Foulds
Seconded by: Jody Davis

THAT with respect to Report No. 2021-44 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the 2021 Reserve Fund Strategy provided within the Report;

AND THAT the necessary By-law be presented to the Board, for consideration.

CARRIED

At 1:04 p.m. William Bradica, CAO and Roxanne Brunelle-Crupi left the meeting and Ken Ranta, Director, Integrated Social Services assumed the position as secretary of the meeting.

2021/22 Housing Portfolio Insurance
Contract

Report No. 2021-45 (Corporate Services Division) was presented to the Board to provide the results of the 2021/22 property insurance quotation process for TBDSSAB direct-owned housing portfolio for consideration.

At 1:13 p.m. Crystal Simeoni, Manager, Housing Programs joined the meeting.

At 1:19 p.m. Aldo Ruberto, Board Member rejoined the meeting.

Georgina Daniels, Director, Corporate Services responded to questions.

Resolution No. 21/64

Moved by: Andrew Foulds
Seconded by: James Foulds

THAT with respect to Report No. 2021-45 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, accept the property insurance quotation provided by Marsh Canada Limited, in the amount of \$637,816.37;

AND THAT the Director, Corporate Services Division be authorized to bind coverage and complete any administrative requirements of the insurance renewal process.

CARRIED

At 1:39 p.m. William Bradica, CAO returned to the meeting.

December 2021 Mortgage Renewal
1200 Jasper Drive

Report No. 2021-46 (Corporate Services Division) was presented to the Board to provide the upcoming mortgage renewal arrangements for the property located at 1200 Jasper Drive for consideration.

Resolution No. 21/65

Moved by: Andrew Foulds
Seconded by: Kim Brown

THAT with respect to Report No. 2021-46 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board (TBDSSAB), approve the Ministry Resolution as attached, to be duly signed in accordance with TBDSSAB By-Law No. 01-2017 (Governance and Procedural);

AND THAT we authorize the Board Chair and Chief Administrative Officer to execute the mortgage financing documents related thereto.

CARRIED

Ruskin Crescent Direct-Owned Housing
Properties

Report No. 2021-47, (Corporate Services Division) relative to providing the Board with an update on the Ruskin Crescent direct-owned housing property destroyed by fire in January 2021 and providing Administration's recommendation, was presented for consideration.

Georgina Daniels, Director Corporate Services confirmed that Administration was recommending Option Number 1.

Ken Ranta, Director, Integrated Social Services and William Bradica, CAO responded to questions.

Resolution No. 21/66

Moved by: Kevin Holland
Seconded by: Jody Davis

THAT with respect to Report No. 2021-47, (Corporate Services / Integrated Social Services Divisions), we, The District of Thunder Bay Social Services Administration Board, approve the rebuild of the Ruskin Crescent Direct-Owned Housing Property, to be financed in accordance with the insurance claim process;

AND THAT should the cost to rebuild exceed the insurance proceeds, the Chief Administrative Officer is directed to finance the difference from the Capital Regeneration Reserve Fund in an amount not to exceed \$50,000;

AND THAT a Report be prepared and presented to the Board upon project completion.

CARRIED

Modernization of Elevator Cars – Jasper Place

Report No. 2021-48, (Corporate Services Division) relative to providing the Board with information regarding the modernization of the elevator systems at Jasper Place in Thunder Bay, and to outline the strategy to finance this unplanned capital project in 2021, was presented to the Board for consideration.

Resolution No. 21/67

Moved by: Andrew Foulds
Seconded by: Kim Brown

THAT with respect to Report No. 2021-48 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board approve the capital project to modernize the elevator system at Jasper Place, and financing in the amount up to \$157,000, from the Housing Portfolio Capital Reserve Fund.

CARRIED

Non-Profit Housing Provider Expiry of Mortgages

Report No. 2021-49 (Corporate Services Division) was presented to the Board to provide information related to upcoming legislation changes, the potential impact on contractual relationships and support of non-profit housing providers post mortgage expiry and Administration's recommendation for consideration.

Resolution No. 21/68

Moved by: Brian Hamilton
Seconded by: Ray Lake

THAT with respect to Report No. 2021-49 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve, on an interim basis, a continued subsidy relationship with Part VII non-profit housing providers whose mortgages have expired, as presented;

AND THAT as the new regulations for the Housing Services Act are developed and released, a full review and recommendation on the future status of non-profit housing provider relationships will be developed and presented.

CARRIED

Social Services Relief Fund Phase 3
Update

Report No. 2021-50 (Integrated Social Services Division) was presented to the Board providing updated information regarding the Ministry of Municipal Affairs and Housing Social Services Relief Fund Phase 3 for information only.

Emergency Shelter Funding Policy Revision

Report No. 2021-51 (Integrated Social Services Division) relative to providing a revised Emergency Shelter Funding Policy for the Board's review and consideration.

Resolution No. 21/69

Moved by: James Foulds
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2021-51 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the draft revised Emergency Shelter Funding Policy as presented;

AND THAT we authorize the Chief Administrative Officer to amend the policy with respect to housekeeping items, as may be required from time to time.

CARRIED

District of Sault Ste. Marie Social Services
Administration Board Home Ownership Pilot
Project Update

Report No. 2021-52 (Integrated Social Services Division) was presented to the Board with information concerning the District of Sault Ste. Marie Social Services Administration Board Home Ownership Pilot Project, for information only.

At 1:38 p.m. Jennifer Lible, Manager, Social Assistance Programs and Michelle Wojciechowski, Manager, Intake and Eligibility joined the meeting.

2021 Client Satisfaction Survey Results

Report No. 2021-53 (CAO Division) was presented to provide the Board with the results from the 2021 Ontario Works Client Satisfaction Survey, for information only.

William Bradica, CAO and Ken Ranta, Director, Integrated Social Services responded to questions.

Transfer of Thunder Bay Deaf Housing Inc.

Report No. 2021CS-09 (Integrated Social Services) was presented to the Board in Closed Session.

Resolution No. 21/69A

Moved by: Ray Lake
Seconded by: Kevin Holland

THAT with respect to Report No. 2021CS-08 (Integrated Social Services Division) the Chief Administrative Officer proceed as directed in Closed Session with respect to Thunder Bay Deaf Housing Inc. transfer.

CARRIED

CORRESPONDENCE

BY-LAWS

First and Final Reading

Resolution No. 21/70

Moved by: Andrew Foulds

Seconded by: Jody Davis

THAT the following By-law be introduced and now be given First and Final Reading, engrossed, signed by the Chair and Chief Administrative Officer, sealed and numbered:

A By-law to repeal By-law Number 04-2020 and to adopt amended Records Retention Schedules for The District of Thunder Bay Social Services Administration Board.

Explanation: A By-law to repeal By-law Number 04-2020 and replace with By-law number 01-2021.

Authorization: Board Meeting 2021Oct21

BY-LAW NUMBER 01-2021

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, November 17 and 18, 2021, in the 3rd Floor Main Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 21/71

Moved by: Kevin Holland
Seconded by: Brian Hamilton

THAT Board Meeting No. 15/2021 of The District of Thunder Bay Social Services Administration Board, held on October 21, 2021, be adjourned at 1:41 p.m.

CARRIED



Chair



Chief Administrative Officer



**MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 16/2021
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: October 21, 2021

TIME OF MEETING: 12:20 p.m.

LOCATION OF MEETING: Microsoft Teams &
3rd Floor Boardroom
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON

CHAIR: Lucy Kloosterhuis

PRESENT:

Albert Aiello
Kim Brown
Shelby Ch'ng
Jody Davis
Andrew Foulds
James Foulds
Brian Hamilton
Kevin Holland
Rebecca Johnson
Lucy Kloosterhuis
Ray Lake
Elaine Mannisto
Aldo Ruberto
Wendy Wright

OFFICIALS:

William Bradica, CAO
Ken Ranta, Director, Integrated Social Services Division
Glenda Flank, Recording Secretary

GUESTS:

Roxanne Brunelle Crupi, Manager, Human Resources
Crystal Simeoni, Manager, Housing Programs
Larissa Jones, Communications Assistant

REGRETS:

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda item; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda item. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

REPORTS OF ADMINISTRATION

CUPE Bargaining Mandate

Report No. 2021CS-08 (CAO Division) was presented to the Board providing information regarding the upcoming round of collective bargaining for information of the Board and consideration in Regular Session.

William Bradica, CAO and Roxanne Brunelle Crupi, Manager, Human Resources responded to questions.

Administration to present a recommendation in Regular Session to approve the collective bargaining mandate as presented.

Staffing Issues

A verbal update was provided by William Bradica, CAO regarding personnel matters with respect to identifiable individuals relating to a recent item reported in the media.

William Bradica, CAO responded to questions.

At 12:37 p.m. Ken Ranta, Director, Integrated Social Services, Crystal Simeoni, Manager, Housing Programs, Carole Lem, Communications and Engagement Officer, Larissa Jones, Communications Assistant and Glenda Flank, Executive Assistant joined the meeting.

Transfer of Thunder Bay Deaf Housing Inc.

Report No. 2021CS-09 (Integrated Social Services) was presented to the Board to provide information on the proposed transfer of Thunder Bay Deaf Housing Inc.

Ken Ranta, Director, Integrated Social Services and William Bradica, CAO responded to questions.

ADJOURNMENT

Resolution No. 21/CS07

Moved by: Elaine Mannisto

Seconded by: Andrew Foulds

THAT the Board (Closed Session) Meeting No. 16/2021 of The District of Thunder Bay Social Services Administration Board, held on October 21, 2021, be adjourned at 12:41 p.m., to reconvene in Open Session to consider the remaining agenda items.

CARRIED



Chair



Chief Administrative Officer

Corporate Report

DEPARTMENT/ DIVISION	Community Services – Recreation & Culture / Infrastructure & Operations – Parks & Open Spaces	REPORT	R 161/2021
DATE PREPARED	11/09/2021	FILE	
MEETING DATE	12/06/2021 (mm/dd/yyyy)		
SUBJECT	Update Dease Park Redevelopment, Potential Future Uses former Dease Pool Site and Proposed Traffic Calming Measures Dease Street		

RECOMMENDATION

WITH RESPECT to Report R 161/2021 (Community Services – Recreation and Culture; Infrastructure and Operations - Parks and Open Space), we recommend that Council receive the results of public engagement;

AND THAT Council approve a revised concept plan for the redevelopment of Dease Park, as reflected in Attachment A in this report;

AND that Council approve Appropriation #29 (Attachment F) to support construction Dease Park - Phase 1 redevelopment in 2022;

AND THAT Administration proceed with detailed design of the former Dease Pool site, in consultation with the Thunder Bay Skateboard Coalition and the community, based on a proposed skate park/urban plaza concept plan, as reflected in Attachment B in this report;

AND THAT Administration consult with the Heritage Advisory Committee, as part of the detailed design phase, regarding a more refined concept plan for the commemoration of the cultural history of Dease Pool, including the form, content, and location of that commemoration;

AND THAT Council direct Administration to conduct the necessary traffic calming pilot studies to inform future recommendations regarding the proposed traffic calming measures for Dease Street;

AND THAT Administration report back on the detailed design plans for the former Dease Pool site, the concept plan for the commemoration of the cultural history of Dease Pool and traffic calming measures by Q4 2022;

AND THAT Administration work in partnership with project partners and the community to continue to explore external funding opportunities to advance the redevelopment of Dease Park and the former Dease Pool site projects;

AND THAT the implementation schedule for future phases of Dease Park/former Dease Pool site be contingent on the priority of this project relative to other park renewal/redevelopment priorities, the available capital budget, and success with external funding applications;

AND THAT Administration include in the draft 2023 Parks and Open Space capital budget for Council's consideration funding to accelerate future phases of park redevelopment based on completed detailed design plans;

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

EXECUTIVE SUMMARY

This report provides Council with an update on the results of public engagement related to proposed future uses of the former Dease Pool site and potential traffic calming measures on Dease Street. Recent engagement validates the proposed redevelopment of the former Dease Pool site based on a proposed skate park/urban plaza concept plan and high community interest in implementing traffic calming measures on Dease Street.

Administration is seeking Council approval to proceed, through engagement with others, the detailed design of the former Dease Pool site based on the proposed skate park/urban plan concept plan, including refined plans for a proposed commemoration of the former Dease Pool, and to undertake the necessary traffic calming pilot studies to inform future recommendations regarding proposed traffic calming measures on Dease Street.

This report also provides update on the status of Dease Park redevelopment, a recent validation of project capital costs and a request for Council's consideration of additional capital funding allocations to advance the project through a phased implementation approach.

DISCUSSION

Update Dease Park Redevelopment

At their March 15/21 Committee of the Whole meeting, Council approved the proposed redevelopment concept plan for Dease Park and project advancement through detailed design and construction of phases 1 and 2, subject to the approved capital budget of \$253,000 plus any additional funding leveraged through an application to the Canada Healthy Communities Initiative (CHCI). A funding application was submitted to CHCI by the first intake deadline of March 9, 2021 and Administration was advised on May 11, 2021 that the City's application was unsuccessful.

Administration revised the proposed concept plan for the redevelopment of Dease Park based on detailed design and taking into consideration concerns received from a local resident shortly after Council's approval of the original Dease Park redevelopment plan. The proposed changes are not substantive in nature and received positive support during subsequent public engagement activities.

The following changes are reflected in a slightly revised concept plan for the redevelopment of Dease Park as reflected in Attachment A:

Proposed boarded, year-round slab/rink asset:

- north/south versus original east/west length-wise orientation
- slight reduction in size of playing surface.

Proposed open space:

- re-located to be closer to Vickers Street.

Proposed seated area:

- re-located to be closer to the play structure.

The re-orientation of the proposed boarded, year round slab/rink asset will mitigate the potential creation of areas of reduced visibility from various public sight lines. It will also reduce the chance of sport equipment such as balls and pucks entering the adjacent roadway should it travel over planned netting above the rink boards. The re-orientation of this park asset also facilitates the re-location of open space closer to Vickers Street, preserving the current look of Dease Park from Vickers Street. A protective buffer between Vickers Street and the open space will be achieved by columnar tree plantings and the installation of a small berm. The revised plan achieves cost efficiencies through making better use of the existing asphalt basketball half court.

Results of Public Engagement – Potential Future Uses former Dease Pool Site

In total, there were 360 respondents to an online survey and 67 participants attended in person activities implemented between July – October 2021. Approximately 14% (50/360) of online survey respondents identified as residing in the local catchment area. All attendees of in person activities originated from the local catchment area but only 35 responses were received at these events. Attachment D summarizes the results of community engagement and the specific engagement activities, timeframes, and participation rates.

In respect of support for various redevelopment options for the former Dease Pool site, the majority (70% - 84%) of respondents support a proposed skate park/urban plaza concept plan for the redevelopment of the former Dease Pool site. Key themes received through public engagement for the former Dease Pool site included:

- A strong desire for affordable child/youth focused activities that would bring together individuals from diverse backgrounds and offer a south core option for individuals who face transportation challenges in accessing the north core Marina Park skate park
- Support for community garden, edible trees, lighting, litter containers, benches, bike racks, and public art, but concerns that debris from trees may require high maintenance or cause safety issues with skate park/urban plaza
- Very limited support for proposed tennis/pickleball court concept

- Other proposed concepts for redevelopment of the former Dease Pool site included a play area for kids with sitting area, trees, a swimming pool, a fenced green space or playground equipment, or something else that Thunder Bay doesn't already have
- Extremely limited support for 'no redevelopment' of the former Dease Pool site.

Results of Public Engagement – Potential Traffic Calming Measures Dease Street

In respect of support for potential traffic calming measures for Dease Street, respondents were asked to express their preferences in respect of 4 options. Attachment C includes concept plans for Options 2 – 4. The majority (66%) of online survey respondents favoured Option 2 – Designated crossings in 1 or 2 locations. However, the majority of respondents residing in the catchment area favoured Option 4 - the removal of Dease Street between McKellar and Vickers Street and replacing it with parkland to connect the former Dease Pool site with Dease Park (72% online survey and 34% in person respondents). Below is a summary of feedback received in respect of the 4 options presented:

	Option 1 – No change	Option 2 – Designated crossings in 1 to 2 locations (through curb extensions, paint)	Option 3 – More traffic calming measures (through curb extensions, paint, speed table, surface treatments, potential for street closures for special events)	Option 4 – Removal of Dease Street (between McKellar and Vickers Street, allowing for parkland between Dease Park and former Dease Pool site)
Online Survey Respondents (345 - 353 respondents)				
Somewhat or strongly agree	25%	66%	60.5%	58%
Neither agree or disagree	25%	17%	19%	17%
Somewhat or strongly disagree	50%	17%	20.5%	25%
Respondents to Online Survey from Catchment Area other Virtual/In Person Engagement Activities (50 of 345 – 353 respondents)				
Somewhat or strongly agree	26%	60%	54%	72%
Neither agree or disagree	34%	22%	22%	8%
Somewhat or strongly disagree	40%	18%	24%	20%
Respondents at In Person Engagement Activities (35 respondents)				

	Option 1 – No change	Option 2 – Designated crossings in 1 to 2 locations (through curb extensions, paint)	Option 3 – More traffic calming measures (through curb extensions, paint, speed table, surface treatments, potential for street closures for special events)	Option 4 – Removal of Dease Street (between McKellar and Vickers Street, allowing for parkland between Dease Park and former Dease Pool site)
Support	17%	23%	23%	34%

Recommended Next Steps

Administration plans to proceed with construction of the phase 1 revised concept plan for the redevelopment of Dease Park during spring-summer 2022 with current approved capital budget. Detailed planning for the former Dease Pool site, in consultation with the Thunder Bay Skateboard Coalition, the Heritage Advisory Committee and the local community, will be initiated. Administration will continue to monitor available external funding opportunities. Engineering will proceed with traffic calming pilot studies to inform future recommendations regarding proposed traffic calming measures.

Current Estimated Park Redevelopment Costs

Administration has reviewed and updated the estimated costs of redevelopment for the various phases based on detailed design, current market pricing, and the recent results of public engagement to be as follows:

Phase 1 Redevelopment Priorities (Dease Park)

1. Removal of an existing half-court basketball area, walkways, trees, light poles/fixtures	\$ 18,000
2. Boarded rink with lights, asphalt surface, basketball nets, to support multiple activities year round	\$125,000
3. Circular walkways path around the park with sitting area	<u>\$135,000</u>
Subtotal	\$278,000

Phase 2 Redevelopment Priorities (Dease Park)

4. Enhancement of open turf play area (resod, top dress, resod/seed)	\$ 18,000
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5. Lighting	\$ 40,000
6. Metal benches, litter and recycling containers deciduous and coniferous tree planting	\$ 22,500
7. Shade structure	\$100,000
8. Enhanced play structure	<u>\$100,000</u>
Subtotal	\$280,500

Phase 3 Redevelopment Priority (Dease Park)

9. Permanent amenity building with running water, accessible washrooms, supply/equipment storage, and open space to put on/take off skates and provide sheltered program space	\$600,000
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Phase 4 Redevelopment Priority (former Dease Pool site)

10. Living wall, sound barrier	\$ 85,000
11. Skatepark/urban plaza	\$300,000
12. Sitting area, art panels to commemorate Dease Pool	\$ 50,000
13. Lighting and amenities (litter, benches)	\$ 30,000
14. Tree plantings, earthworks, sodding	<u>\$ 40,000</u>
Subtotal	\$505,000

TOTAL **\$1,663,500**

Traffic Calming Measures – Dease Street

Option 1: No Changes - \$0

Option 2: Designated crossings in 1 to 2 locations (through curb extensions, paint) \$20,000 - \$50,000

Option 3: More traffic calming (through curb extensions, paint, speed table, surface treatments, potential for street closures for special events) \$50,000 - \$100,000

Option 4: Dease Street removal between McKellar and Vickers Street and the conversion of the street to continuous parkland \$150,000

FINANCIAL IMPLICATION

An approved 2021 capital budget of \$253,000 is available to advance Phase 1 Dease Park Redevelopment. Current market pricing has increased the estimated capital costs to complete this work. Administration requests Council approval of Appropriation #29 (Attachment F) in the

amount of \$25,011 to increase the available capital budget to advance Phase 1 Dease Park Redevelopment to \$278,011.

Future capital requests will be submitted for Council's consideration when detailed designs for Phases 2-4 are complete.

CONCLUSION

It is concluded that Administration will proceed with Phase 1 Dease Park Redevelopment during the 2022 construction season. It is further concluded that Administration should continue with detailed design for future phases of park redevelopment and the submission of external funding applications in consultation with the Thunder Bay Skateboard Coalition, the Heritage Advisory Committee, and the local community and undertake traffic studies to inform recommendations regarding potential future traffic calming measures. The implementation of future phases of park redevelopment will be contingent on the relative priority of this project to other park renewal/redevelopment priorities, the available capital budget, and success with external funding applications.

BACKGROUND

At the August 23, 2021 Committee of the Whole Meeting, Council approved a deferral of the report back on the future use of the former Dease Pool site and potential traffic calming measures on Dease Street from Fall 2021 to December 6, 2021 to allow for additional engagement targeting local residents to be implemented.

At the March 1, 2021 Committee of the Whole Meeting, Council resolved that Administration submit an application to the Canada Healthy Communities Initiative for their March 9, 2021 intake to potentially accelerate the re-development of Dease Park.

At the September 28, 2020 Committee of the Whole Meeting, Administration advised Council that a report back on the future use and re-development options for the former Dease Pool site would be delayed until March 2021 due to the pandemic.

At the December 16, 2019 Committee of the Whole Meeting, Report 174/2019 Council directed the demolition and decommission of Dease Pool and received the results of public engagement based on proposed concept plans for the re-development of Dease Park and the former Dease Pool site. While the proposed re-development plan for Dease Park was broadly supported by the community, Administration agreed to conduct more targeted engagement on alternative options for the former Dease Pool site and report back in Q3 2020.

Deputations were made to City Council after Council's consideration of Report 124/2018 during the 2019 budget deliberations, expressing concern about the pool closure. Council requested Administration's comments regarding two unsolicited proposals to rebuild the pool which were presented as having lower capital costs of construction. Administration advised Council that the capital cost of construction per square foot for each proposal was the same or higher than that

provided to Council in Report 124/2018 when one compared the reduced size of pool basin and/or assessed areas where the proposal would not comply with municipal/provincial requirements. Council affirmed their earlier decision to proceed with the pool closure and directed Administration to implement enhanced park programming in 2019 based on consultation with the community and report back on potential future uses of the Dease Pool site.

At the January 24, 2019 Heritage Advisory Committee (HAC) meeting a group of citizens made a delegation to have the Dease Pool designated as a property of cultural heritage value. HAC formed a sub-committee to study the appropriateness of designating Dease Pool through its established evaluation tool. The HAC sub-committee found that Dease Pool qualified as a property that should be recommended for designation. HAC passed two resolutions as reflected in a memo from HAC Chair Andrew Cotter, dated June 28, 2019, distributed to Council at the Committee of the Whole meeting on July 29, 2019.

At the December 10, 2018 Committee of the Whole Meeting, Report 124/2018 Council directed the closure of the 106-year-old Dease Pool facility and approved a re-direction of the majority of the existing pool operating budget (\$52,000) to support the implementation of enhanced park programming for children and youth at Dease and Minnesota Parks, and engagement with neighbourhood residents to inform program options.

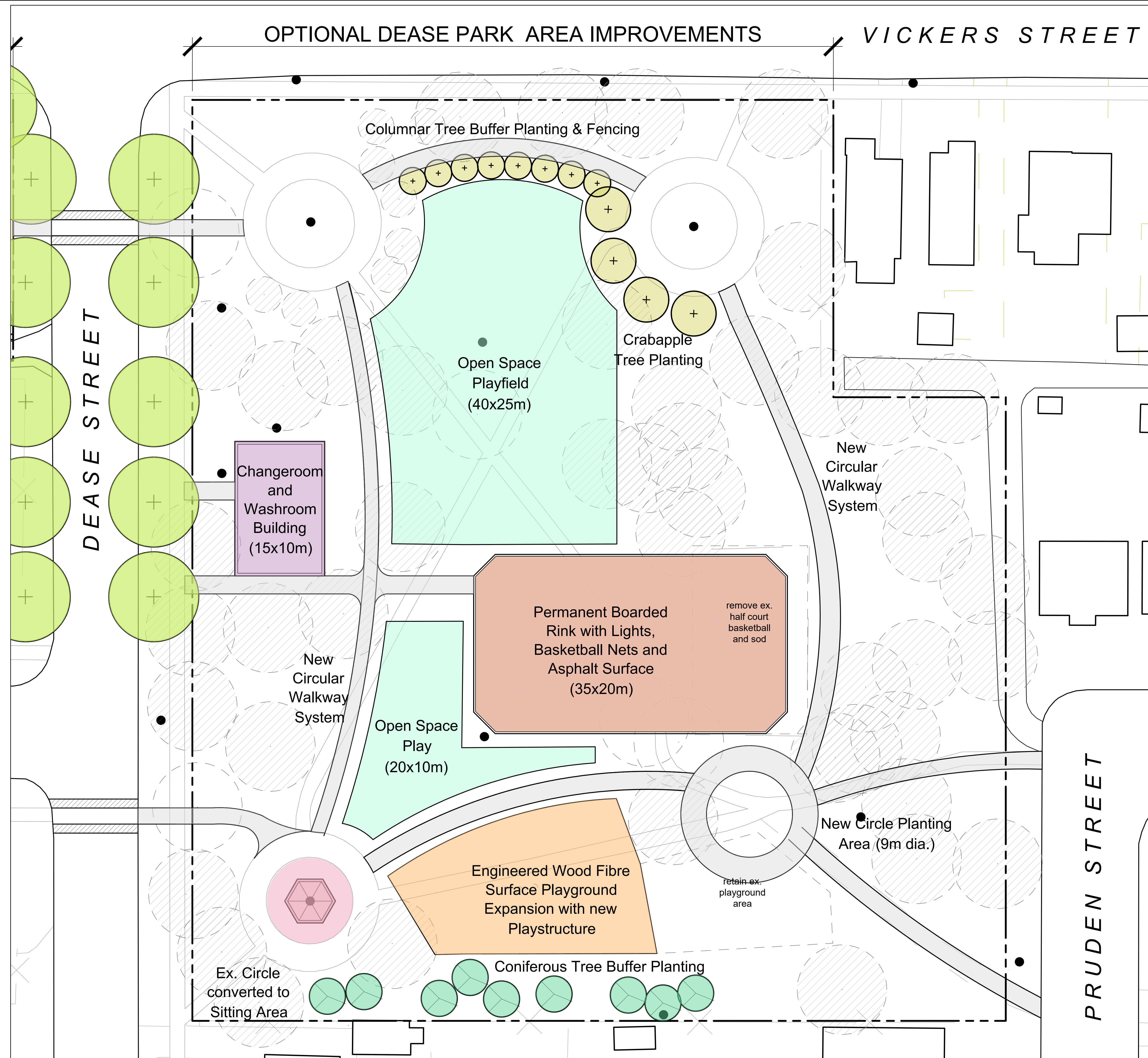
In March 2010, City Council accepted the HAC's recommendation that Dease Pool be listed on the City's Heritage Register as a property of interest (Corporate Report 2010.068 – Office of the City Clerk). The property was not formally designated under Ontario Regulation 9/06 of The Heritage Act.

REFERENCE MATERIAL ATTACHED:

Attachment A – Revised Dease Park Redevelopment Concept Plan
Attachment B – Proposed Redevelopment Concept Plan - Dease Pool Area with Youth Focus (SkatePark/Urban Plaza)
Attachment C – Potential Dease Street Traffic Calming Measures
Attachment D – Community Engagement Summary Future Uses former Dease Pool Site and Potential Traffic Calming Measures Dease Street
Attachment E – Dease Park Catchment Area Neighbourhood Demographics
Attachment F – Appropriation #29

PREPARED BY: KELLY ROBERTSON, GENERAL MANAGER – COMMUNITY SERVICES

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kelly Robertson, General Manager, Community Services	November 25, 2021



General Notes

Source of Base Information:
-City of Thunder Bay GIS data, 2018

Notes:
Contractor to verify all dimensions on site and notify Consultant of any discrepancies.

4	Issued as Attachment A for Corporate Report	Nov. 18, 2021
3	Revised option for rink location and orientation	April 9, 2021
2	Issued for Stakeholder & Public Consultation	Feb. 5, 2021
1	Issued for Preliminary Review	Sept. 06, 2019
No.	Revision/Issue	Date

North

Not for construction unless sealed, signed & dated

Firm Name and Address

CITY OF

Thunder Bay

Superior by Nature

Infrastructure & Operations
Department
Parks & Open Spaces Section

Project Name

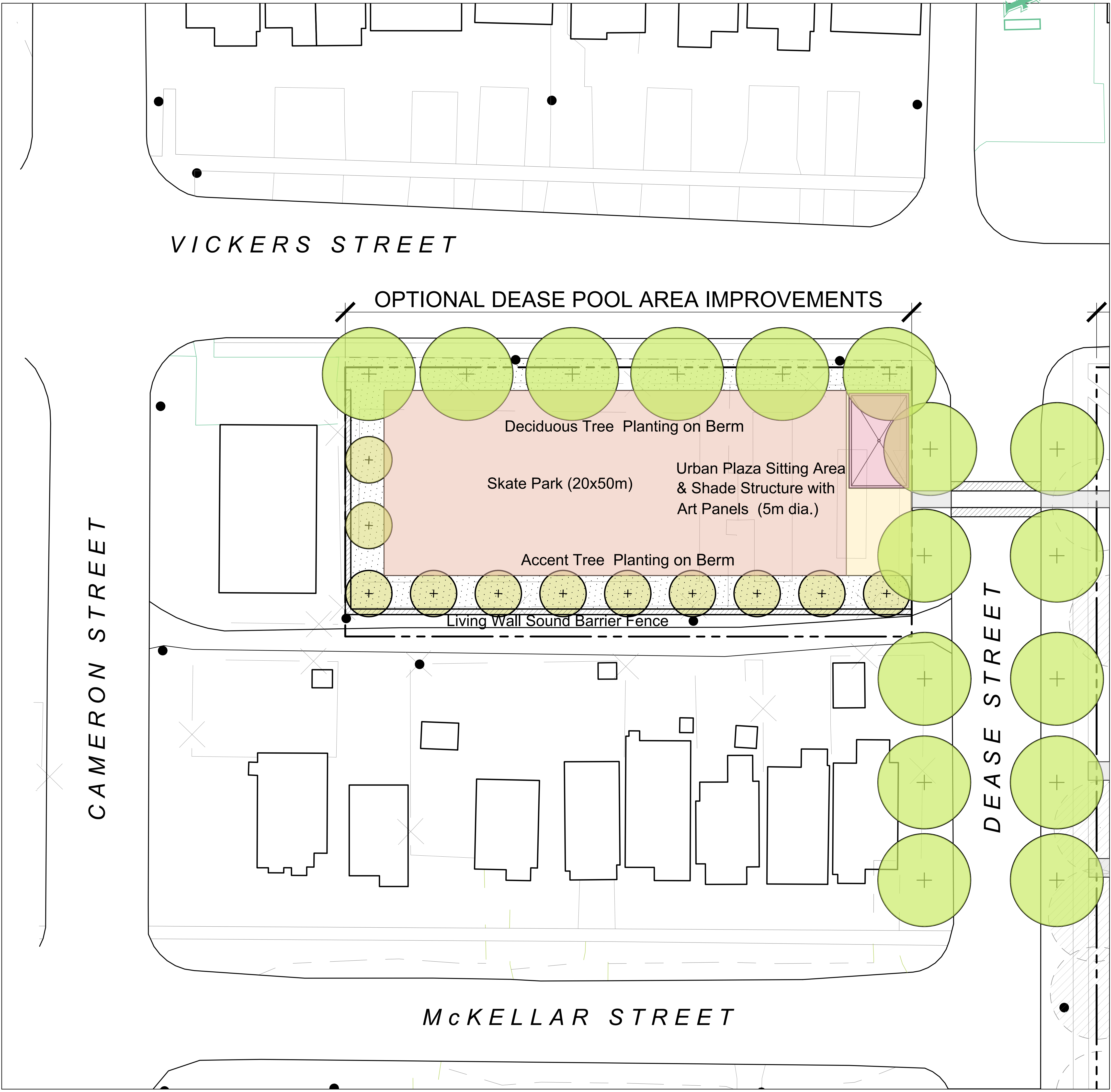
Dease Park Area
Recreational Opportunities
Development

Thunder Bay, Ontario

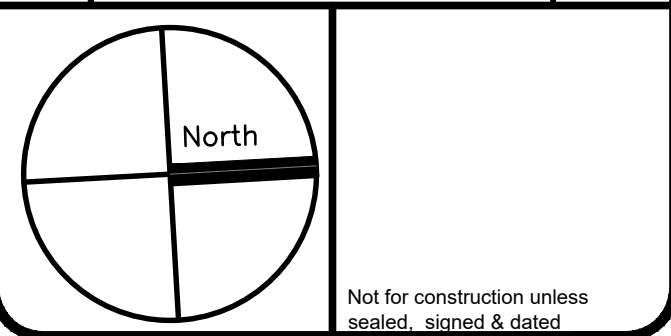
Drawing Title

Attachment A
Revised Dease Park
Redevelopment Concept Plan

Project	n/a	Sheet	
Date	Sept. 2019		L-1a
Scale	1:200		



General Notes		
Source of Base Information: -City of Thunder Bay GIS data, 2018		
Notes: Contractor to verify all dimensions on site and notify Consultant of any discrepancies.		
4	Issued as Attachment B for Corporate Report	Nov. 18, 2021
3	Revised option for rink location and orientation	April 9, 2021
2	Issued for Stakeholder & Public Consultation	Feb. 5, 2021
1	Issued for Preliminary Review	Sept. 06, 2019
No.	Revision/Issue	Date



Firm Name and Address

CITY OF Thunder Bay
Superior by Nature

Infrastructure & Operations
Department
Parks & Open Spaces Section

Project Name

Dease Park Area
Recreational Opportunities
Development

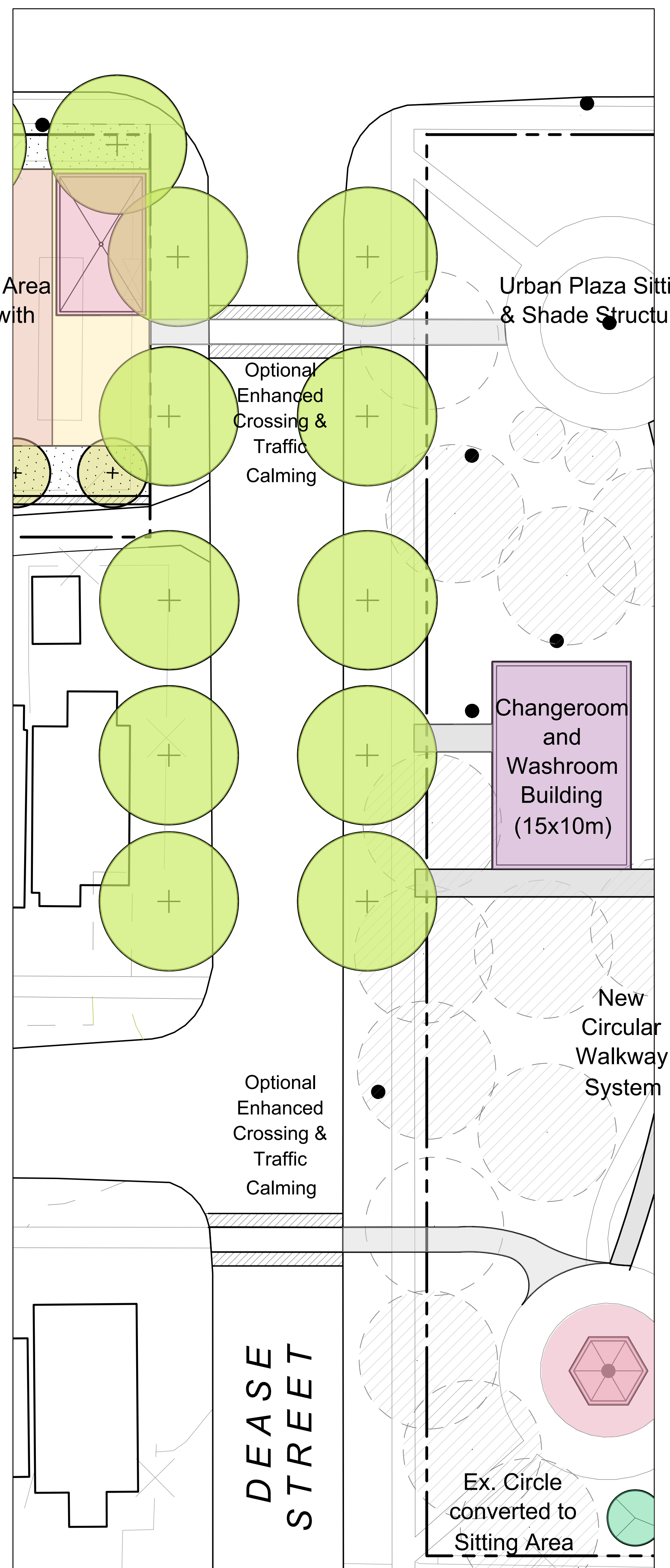
Thunder Bay, Ontario

Drawing Title

Attachment B
Proposed Redevelopment
Concept Plan - Dease Pool Area
with Youth Focus
(Skate Park / Urban Plaza)

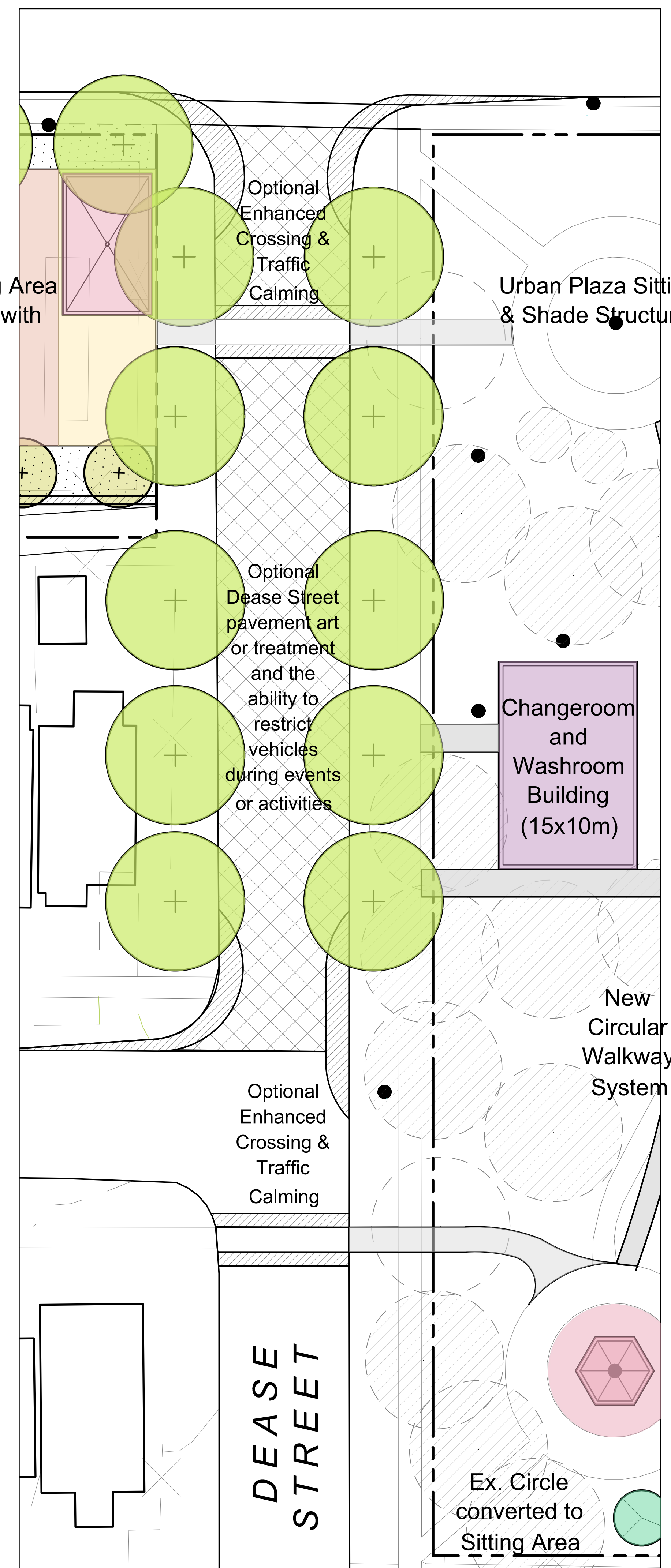
Project	n/a	Sheet
Date	Sept. 2019	L-1b
Scale	1:200	

Urban Plaza Sitting Area
Structure with



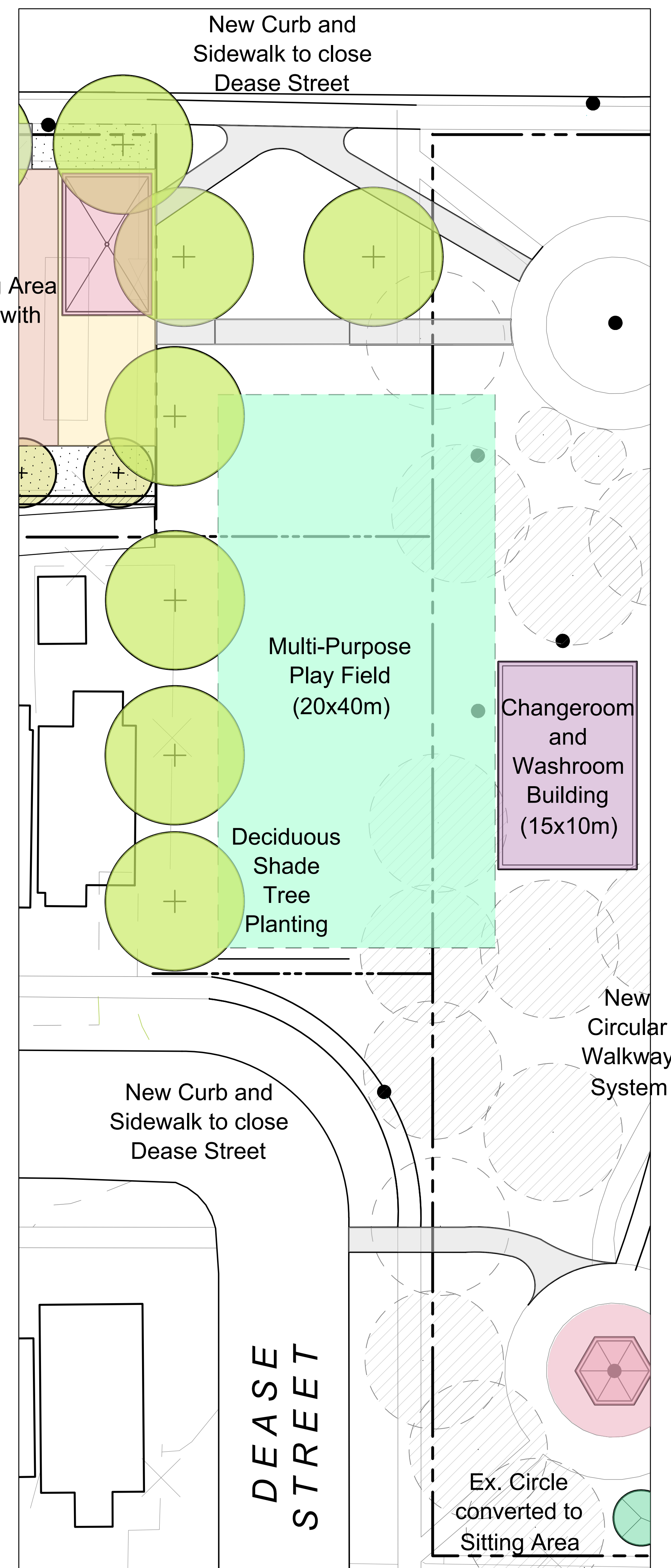
Designated Crossing(s) Option

Optional
Enhanced
Crossing &
Traffic
Calming



More Traffic Calming Measures Option

Urban Plaza Sitting Area
Structure with



Street Removal (between McKellar & Vickers Streets) Option

General Notes

Source of Base Information:
-City of Thunder Bay GIS data, 2018

Notes:
Contractor to verify all dimensions on site and notify Consultant of any discrepancies.

No.	Revision/Issue	Date
4	Issued as Attachment C for Corporate Report	Nov. 18, 2021
3	Revised option for rink location and orientation	April 9, 2021
2	Issued for Stakeholder & Public Consultation	Feb. 5, 2021
1	Issued for Preliminary Review	Sept. 06, 2019

North

Not for construction unless scaled, signed & dated

Firm Name and Address

CITY OF Thunder Bay
Superior by Nature
Infrastructure & Operations Department
Parks & Open Spaces Section

Project Name

Dease Park Area
Recreational Opportunities Development

Thunder Bay, Ontario

Drawing Title

Attachment C
Potential Dease Street Traffic Calming Measures

Project	n/a	Sheet
Date	Sept. 2019	L-1c
Scale	1:200	

Attachment D - Community Engagement Summary Future Uses Former Dease Pool Site and Potential Traffic Calming Measures Dease Street

The public was informed of engagement opportunities offered during summer 2021 through a mailer delivered to each household within the catchment area, social media advertising, and communication with stakeholders at the Thunder Bay Community Tennis Centre, Thunder Bay Pickleball Association, the Thunder Bay Skateboard Coalition.

The catchment area adopted by City Administration for the purposes of promoting targeted engagement initiatives for local residents included approximately 1,500 homes within the P7C postal code zone for which the geographic boundaries are: Harbour Expressway, McIntyre River, Neebing River, Victoria Ave and border with Vanguard Ave and the Kam River/Lake Superior.

Due to concerns of limited participation of local residents during summer engagement activities, Administration advised Council at their August 23 Committee of the Whole meeting of the need to defer the report back date from Fall 2021 to December 6, 2021 to allow for additional engagement targeting local residents to be implemented.

Fall engagement activities were promoted through social media, Councillor Hamilton's September 13 McKellar Ward meeting, and a second mailer distribution to each household in the catchment area.

In total, there were 360 respondents to an online survey through the City's Get Involved portal and 50 of respondents (14%) identified as being from within the catchment area based on their postal code. It is possible that other online respondents reside within the catchment area but did not include their postal code. Sixty-seven (67) individuals attended other in person/virtual engagement events and they were all from the catchment area based on the postal codes they provided while at the event. It's possible that these individuals also responded to the online survey.

Below are details of specific public engagement activities, timeframes and participation rates.

Timeframe	Activity	Participation
July 16 – August 2/21	Online survey through 'Get Involved'	256 respondents: <ul style="list-style-type: none">• 26 respondents from the catchment area• 230 respondents from outside of the catchment area (including 50 that did not identify a postal code)
July 20/21	MS Teams and Phone-In Consultation for immediate	1 participant signed up for consultation (from within 0.1

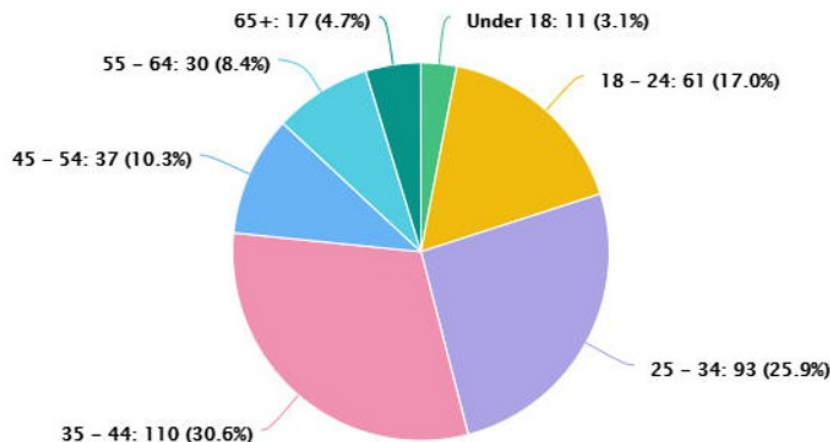
	neighbours of the former Dease Pool site	km of former Dease pool site). Participant opted to defer their comments to a rescheduled consultation in September.
July 22/21	MS Teams and Phone-In Consultation for all other neighbours	4 participants signed up to participate in the consultation (from catchment area but greater than .1 km of former Dease Pool site). All 4 opted to share their comments during consultations to be held in September.
September 13/21	McKellar Ward Meeting (virtual) hosted by Councillor Hamilton – Promotion of fall engagement options, presentation of potential redevelopment options for former Dease Pool site and Dease Street traffic calming measures	N/A
September 13 – October 12/21	Online survey through ‘Get Involved’ (Re-activated)	104 additional respondents: <ul style="list-style-type: none"> • 24 respondents from the catchment area • 80 respondents from outside the catchment area
September 23/21	Dease Park Neighbourhood Consultation / Family Event	49 participants
September 28/21	Immediate Neighbour Consultation	18 participants

Online Survey (360 respondents)

- 50 respondents from catchment area including 1 immediate neighbour (within 0.1 km) to the former pool site identified themselves with their postal code; other respondents may reside in catchment area but did not include their postal code

Dease Catchment Area: North – McIntyre River, East – May St., South – Victoria Ave., West – Waterloo/Railway

Overall Demographics of Online Survey (360 respondents)



SURVEY RESULTS

1. What is the one most important social or recreational need facing the Dease McKellar neighbourhood?

Online survey responses from individuals that reside in the catchment area:

- Safe recreational place for all ages
- Activities of kids and teenagers
- Pickleball Courts
- Playground equipment, sitting area, picnic space
- Lack of pool
- Assistance for drug users
- Indoor programs for kids
- Skate Park
- Low cost activities

Online survey responses from individuals that reside outside of the catchment area also included somewhere for small groups of children, youth and adults to gather, healthy outlet and place to exercise, youth centered facility, year round recreational opportunities, walking paths, swimming pool / splash pad.

2. What other social or recreational needs are important in the Dease McKellar Neighbourhood? In addition to above

Online survey responses from individuals that reside in the catchment area:

- Skating rink
- Good lightning
- Sense of safety
- Educational opportunities for children
- Litter free
- Crime prevention

- Housing issues
- Social interaction between diverse backgrounds
- Basketball court
- Splash pad

Online survey responses from individuals that reside outside of the catchment area also indicate an indoor and outdoor safe space for children & youth to stay out of trouble / away from drugs, playground equipment for children, community garden, a skate park, accessibility for mobility needs, free use of amenities and programs, lighting and seating in the park, safety, entertainment / things for the family to do, space for all ages, pool, supervised recreational facilities and facilitators for youth, opportunity to reach everyone.

3. What do you like about the Pickleball / Tennis Court etc. concept?

Online survey responses from individuals that reside in the catchment area:

- Nothing 12
- Edible fruit trees, community garden 13
- Sitting Area 6
- Its for older adults

Online survey responses from individuals that reside outside of the catchment area also included a shade structure, a chess table and Tennis / Pickleball Court (19)

4. What do you NOT like about the Pickleball / Tennis Court etc. concept?

Online survey responses from individuals that reside in the catchment area:

- Tennis 14
- Not for children 17
- Does not replace activity for those that the pool serviced – 2
- It's not a skate park 5
- Garden is expensive to maintain long term
- I don't like all of it 3
- 1 court – only allows 2-4 people to use at one time 6
- Lack of seating

Online survey responses from individuals that reside outside of the catchment area also indicated that it only focuses on older adults, sell the land for profit, baseball or basketball over tennis court, a tennis player suggested repairing existing courts over building a new one, bathrooms and water bottle filling station are not included, lack of parking .

5. What do you like about the Skate plaza with art panels and tree planting concept?

Online survey responses from individuals that reside in the catchment area:

- Living wall – sound barrier 2
- Skatepark - 11
- Everything 10

- Don't like it / nothing 3
- The set up
- Art and sitting area (local graffiti art) 5
- Meet needs and affordable activity -4
- Youth focus 10
- Multiple users at one time 1

Online survey responses from individuals that reside outside of the catchment area also indicated that they liked the skate park (174), that it was focused on youth and families, some comments reflect that similar to tennis / pickleball courts this also only caters to 1 interest group concern for cost of equipment. There was a suggestion to add a 911 button and a water bottle filling station to the design.

6. What do you NOT like about the Skate plaza with art panels and tree planting concept?

Online survey responses from individuals that reside in the catchment area:

- The trees – debris could cause accidents 2
- Would like community garden (left edge) and edible trees (snack for skaters) 4
- Noise
- Its not a pool
- Promotes vandalism and violence
- Nothing (love it) -22
- All of it – 1
- Would like skatepark to be bigger 3
- No lighting
- Not enough benches
- Art panels
- Use of concrete
- Don't like how long it is taking to get the project going

Online survey responses from individuals that reside outside of the catchment area also included that skateboards / helmets / pads are expensive and are outside of family budgets, not used year round, would like a tribute to the old pool in the artwork, it is specific to one interest group, concern that the skate park would be made of asphalt like Delaney and it is inferior to the poured concrete in the marina, like to see something else added – play structure or splash pad, shaded area / trees can mean dark spots which can encourage unsafe activity, not geared to small children, adults or older adults, increased lighting is needed, would prefer a splash pad, too much noise for a densely populated area, art panels will become graffiti panels, removal and redesign of Delaney site is a better location for a supported South side skate park – good idea but not location, loss of peaceful oasis where I walk my dog daily, fenced so kids don't roll onto the road, water feature to assist those without AC and no equipment is needed to enjoy, concern due to nearby drug houses and potentially attracting folks with poor / unsafe intentions – after hour use and the berm and younger trees will create a hiding spots, the space would require supervision.

7. What is your preferred concept for the former Pool site?

Online Survey Responses from individuals that reside in the catchment area (N = 50):

- Concrete skatepark with art panels and tree planting – 42
- Tennis /pickleball Court with shade structure, sitting area & community garden - 1
- No redevelopment – 1
- No response – 2
- Other Suggestions - 4
 - Play area for kids and sitting area and some trees
 - Swimming pool
 - Fenced green space or playground equipment
 - Something else that Thunder Bay doesn't already have

Online Survey responses from individuals that reside outside of the catchment area are (N = 310):

Concrete Skatepark: 216

Tennis Pickleball: 21

No Redevelopment: 1

Other: 72

- Skate park or possibly a basketball court?
- a mixture of skate park, sitting area and community garden
- I really believe a skate park/splash pool similar to the Marina would be a perfect fit for this property. Maybe not as expensively built. Kids could shovel it themselves and be open air frozen rather than using a heat pump, etc. Also if it is used as a park or sitting space, etc it seems redundant as that could happen in Dease Park next door.
- Something all children and youth can enjoy
- Splash pad, tree planting, sitting area
- Concrete skatepark with “pure native species & 25% edible” tree planting and under-tree “soft-landing” native species and/or edible shrub & perennial plantings to support biodiversity (insects complete life cycles at base of trees), with raised cement planter boxes for edible community gardening activities including lockable water hook-up access and tool shed.
- Swimming pool (6)
- Something more universal – for all ages (4).
- Water related, or something that can be used summer and winter
- concrete skate park with art panes and tree planting ALSO with a small area for a community garden
- Skatepark and community garden. Make growing food as cool as skateboarding
- Water/splash pad for kids and families with a shaded area with picnic tables for hot days. Can be used for ice skating in the winter.

- Splash Pad
- Tennis or splash pad for all ages not just babies and toddlers. Something to create activity. We have green space we don't need more. The park is barely usable as it is. The play ground is not youth friendly... The basketball court rarely gets used. Don't waste our money on painted roads and art. The kids need areas. Parkour area.... Climbing and playing. The youth need space not just babies. The whole area is doing nothing to give our youth safe and fun activities
- Tennis/pickleball court with shade structure, sitting area and possible community garden
- Although I play tennis, that is a large area to allocate for the use of 2 to 4 participants. Having a treed park area with walking paths that connect to the Community Garden would accommodate more people and expand the use of Dease Park as it is now being used.
- A combination of tennis court and shaded seated urban area art panels and or great playground that children with disabilities can use.
- Playground or splash pad with change facility/washrooms.
- Fountain - that can be skated on in winter... Mini version of Marina Park one
- Splash pad, playground (2)
- Basketball court with benches and sitting areas and a lit path that leads to it.
- Small breed dog only park
- Combine them both; feature fruit trees; throw some community plot spaces in Dease park; have an outdoor classroom/shaded seating area for people to learn/watch the skate boarders/plan social programs that serve/combine youth and senior interaction
- As a kid who grew up in the area it was wonderful having a place to cool down. The pool was wonderful even if ice cold. A water feature like a splash pad would help those without AC as well as no other equipment is required for the youth.
- Year round pool that is heated from the waste heat produced by the fort William gardens.
- A splash pad. Enough of catering to the seniors. (I am senior). We need to get kids outside
- Youth Centre
- Splash Pad, something more exciting than just a concrete for the skate park. Ramps, rails. Better than delaney
- Skate park with shade structure, trees and seating.
- All are great ideas for the amount of families in the area. A water feature would also be great, even in the park across to have the whole area more used
- Possibly a small water park with the shaded area beside it. I think this would be used more than either of the other options
- Something other than tennis/ pickleball
- community garden
- Playground items, splash pad/water play area for children. Flower beds/gardens for older people, butterflies, bees to enjoy. See the Nature Playground at Assiniboine Park in Winnipeg. There is an above ground water feature that kids can put their hands (like a play table).

- Community gardens, butterfly garden or rainwater diversion garden. I think that area would benefit with more of a garden setting than with sports because of the size of the area.
- Solar panel outdoor swimming pool
- This neighborhood is low income. Offering no cost inclusive activities and development. Perhaps a small structure and a series of tables for gatherings, activities, farmers market, yard sales, bake sales, fundraisers, festivals. Don't include Dease St. Leave it open as it is a safe, open intersection with good visibility compared to other side streets. Install angled parking on park side of street, rework sidewalk to accommodate.
- Boarded skating rink. Long winters here. Would be used by adults and children.

In-Person Engagement Session Survey: 35 respondents attending in person events provided feedback to this question

Skate Park Concept: 28 individuals

Tennis / Pickleball: 4

No response: 1

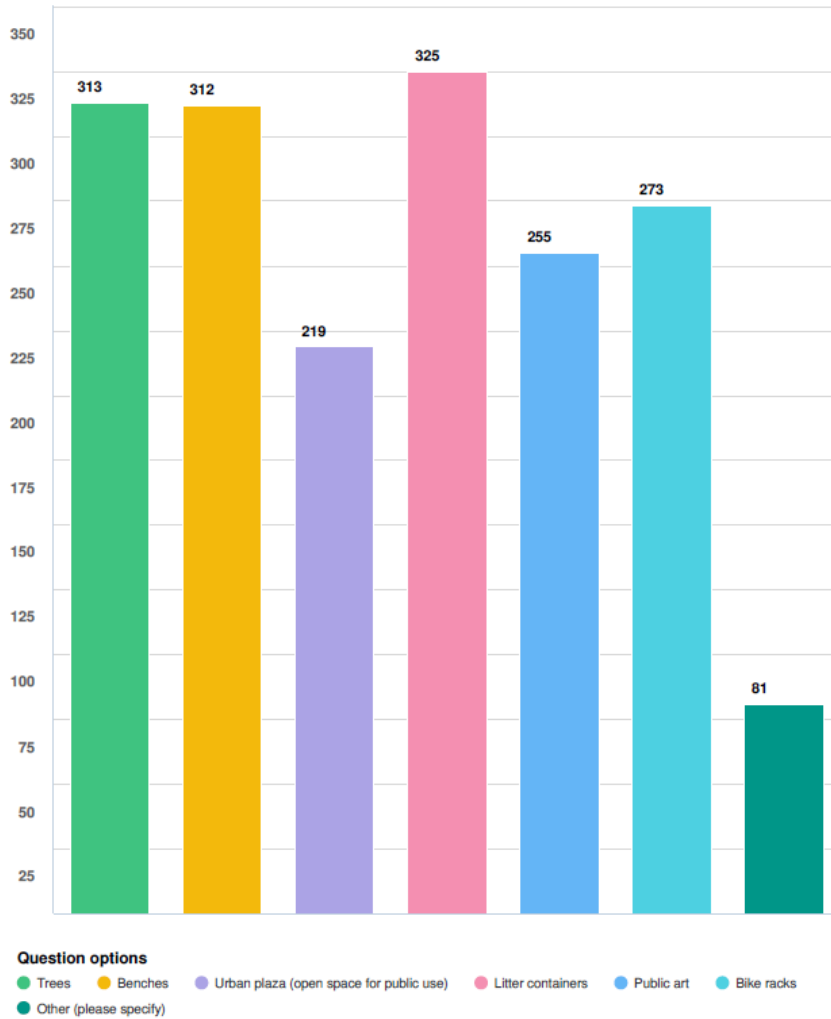
Other

- Splash Pad: 1

Community Garden: 1

8. Check off all the amenities that you would support having in the former Dease Pool site
– all online survey respondents

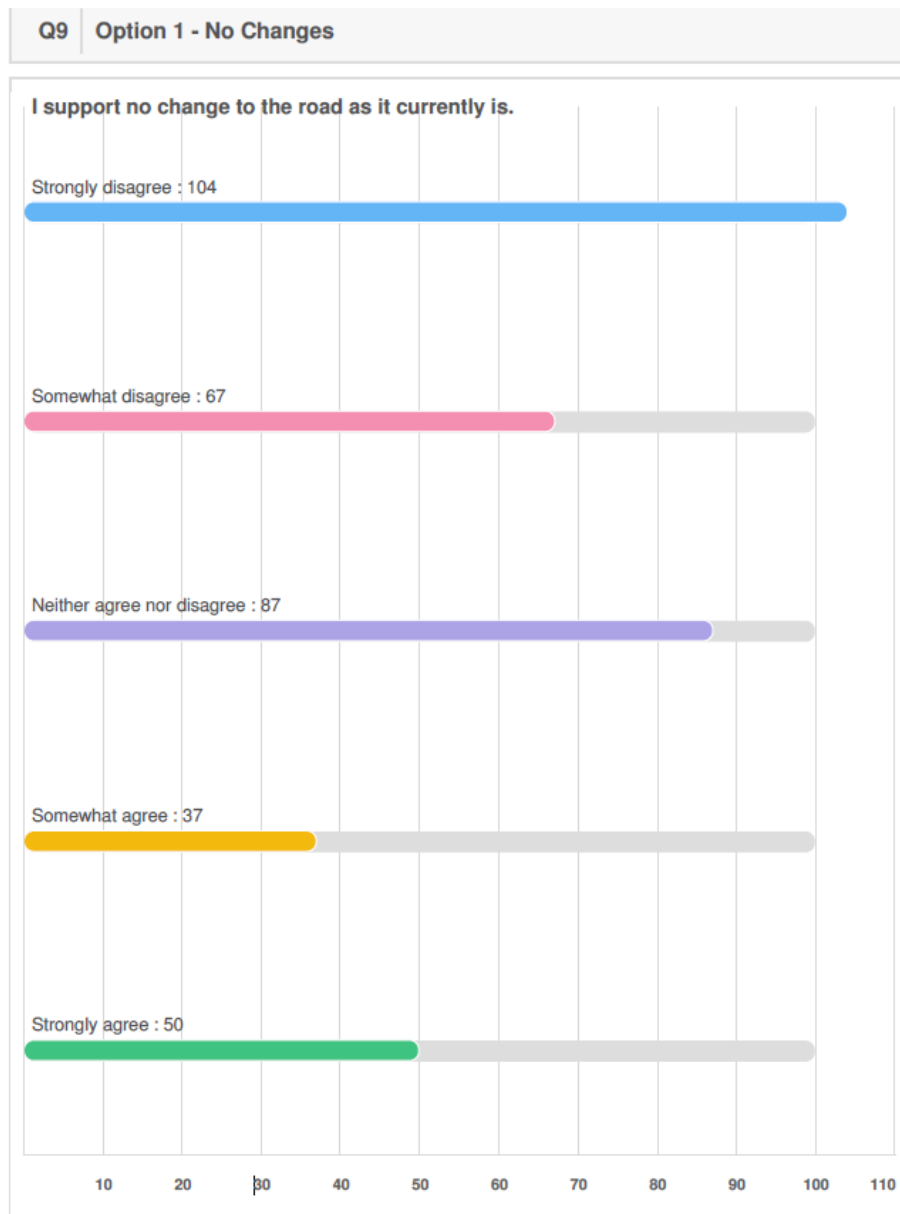
Q8 Check off all the amenities that you would support having in the former Dease Pool Site.



Other suggestions from the Catchment Area

- Lights
- Skatepark x6
- Swimming pool
- Community Garden
- Pollinator garden (milkweed patch)

9. Traffic Calming – Option 1 – I support No Change



Catchment Area Responses

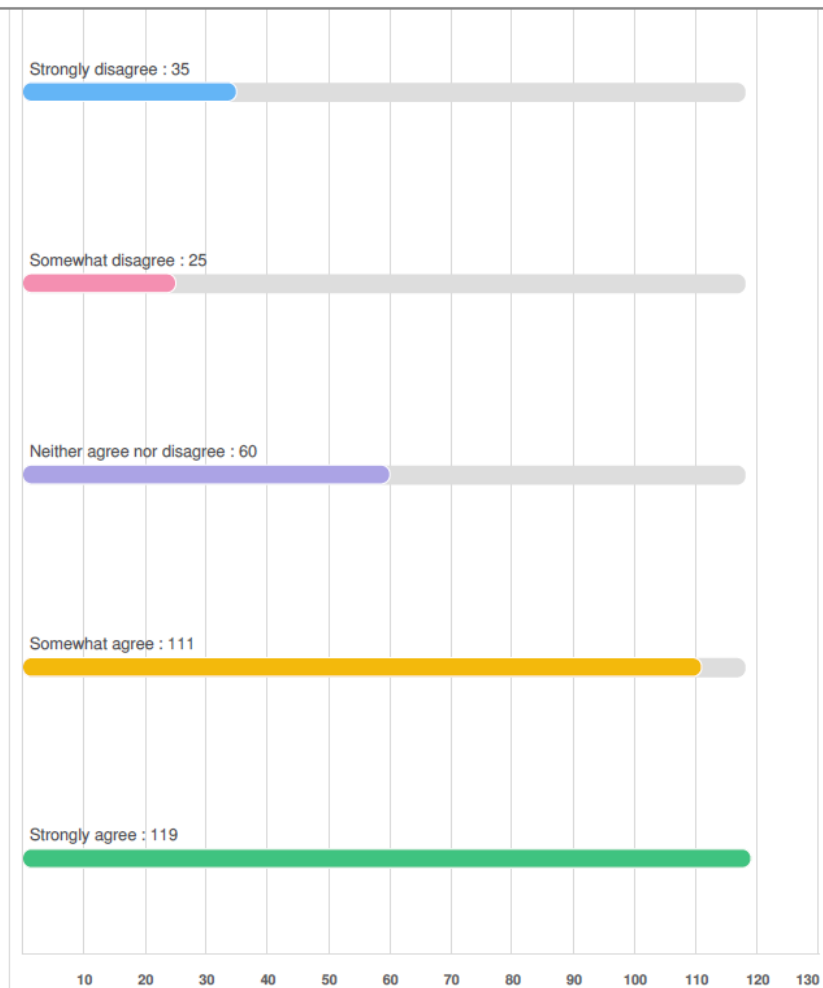
Strongly Disagree - 13
Somewhat disagree - 7
Neither agree or disagree - 17
Somewhat agree - 5
Strongly agree - 8

NOTE: 26% of Catchment area somewhat or strongly agree with no change.

10. Traffic Calming – Option 2 – I support Designated Crossing in one or 2 locations

Q10 Option 2 - Designated Crossings

I support designated crossings between Dease Park and the former Dease Pool site in one or two locations with curb extensions and paint to encourage drivers to slow down through this area.



Catchment Area responses

Strongly Disagree - 5

Somewhat disagree 4

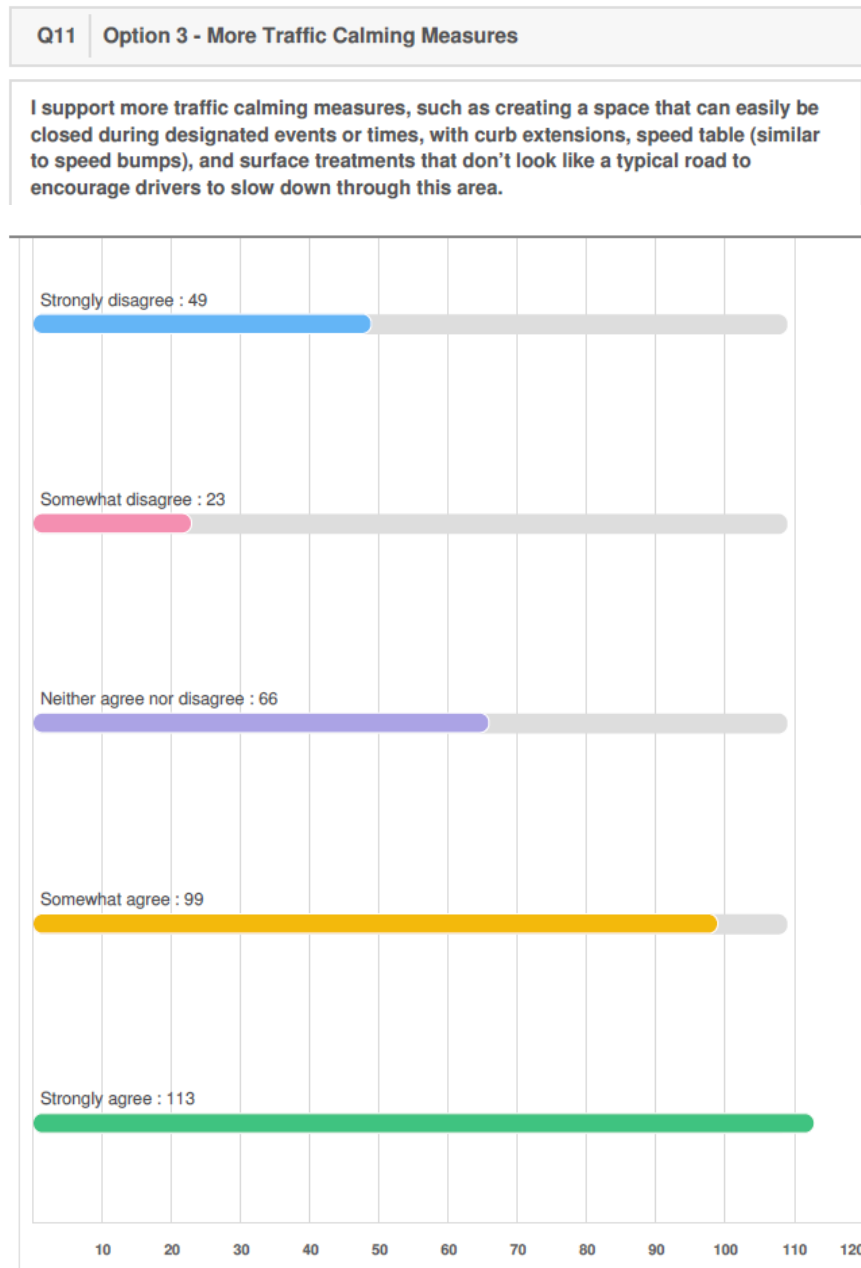
Neither agree or disagree - 11

Somewhat agree - 9

Strongly agree – 21

NOTE: 60% of Catchment Area somewhat or strongly agree with designated crossings

11. Traffic Calming – Option 3 – I support More Traffic Calming Measures

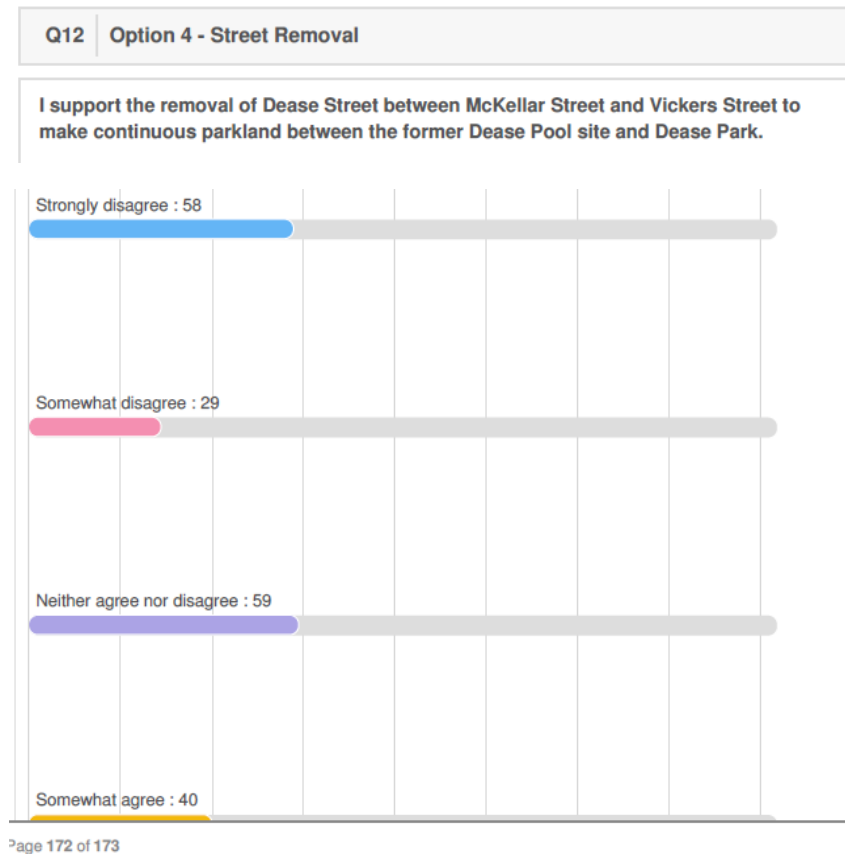


Catchment Area Responses:

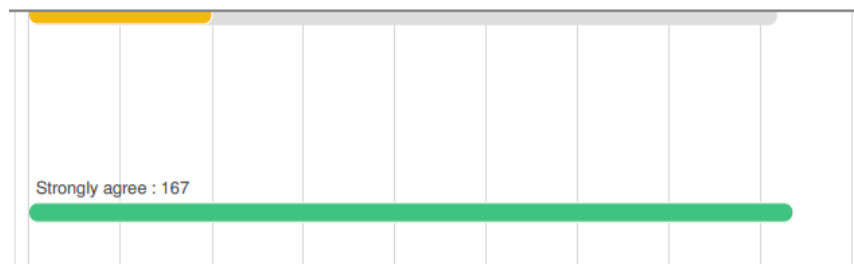
Strongly Disagree - 6
Somewhat disagree - 6
Neither agree or disagree - 11
Somewhat agree - 10
Strongly agree – 17

NOTE: 54% of catchment area somewhat or strongly agree with more traffic calming

12 Traffic Calming – Option 4 – I support street removal



Survey - Former Dease Pool Site & Traffic Calming : Survey Report for 16 July 2021 to 12 October 2021



Catchment Area Responses:

Strongly Disagree - 8
Somewhat disagree - 2
Neither agree or disagree - 4
Somewhat agree - 12
Strongly agree - 24

NOTE: 72% of catchment area somewhat agree or strongly agree with road closure

In-Person Engagement Survey: 35 respondents

No Changes: 6

Designated Crossings: 8

More Traffic Calming Measures: 8

Street Removal: 12

No response: 1

In-Person Engagement Session Survey

Other Comments

- Create traffic corridor next street over. Will need to remove stop signs/add lights
- There is a skate park at Delaney that isn't used much, I think a skate park will lead to trouble in the park. A water feature will receive more visibility from the city and give this area a shot of respectability
- bigger park/mini mall
- Add community garden, maybe close down road in summer or weekends
- Concerned about washrooms being maintained. Concerned that all green space will be used. Just because there is space doesn't mean it needs to be filled in.
- need parking on street
- Bathroom structure at Dease Park-location should be closer to both sides (proposed site blocks my entire view of park.) Don't use up whole park, want to keep a view. Parking permits for residents or time limit and enforcement if becomes an issue
- More play stuff

Attachment E – Dease Park Catchment Area Neighbourhood Demographics

The 2019 population for the Dease catchment area, defined as an approximate 1.29 square miles bounded by the McIntyre River to the north, May Street to the east, Victoria Avenue East to the south, and Waterloo/CN Rail Line to the west, was estimated to be 3,744, representing 1,816 households with an average household size of 2.1 persons or 1,001 families with an average family size of 2.7. A minor decline in population, households and families is forecasted for 2024 (-0.10 percent decline).

The following is a profile of the 2019 and forecasted 2024 neighbourhood population by age:

Age	2019	2024
0 – 4 years	5.58%	5.26%
5 – 9 years	5.13%	5.29%
10 – 14 years	4.73%	5.02%
15 – 19 years	4.49%	4.51%
20 – 29 years	15.7%	12.65%
30 – 54 years	33.97%	35.31%
55+ years	30.39%	32.04%

Source: 2019 Esri Reports © based in whole or in part on Selected Statistics Canada files.

The median, annual household income in 2019 is \$54,385 and the average household income is \$65,053.

First languages were identified by residents as English (90%), Aboriginal dialects (31%), and French (2%). Just under 7% of residents identified as being an immigrant. The most common ethnic origins identified were Filipino (49%), Southeast Asian (22%) and Latin American (12%).

Corporate Report

DEPARTMENT/ DIVISION	Community Services / Transit Services	REPORT NO.	R 163/2021
DATE PREPARED	11/09/2021	FILE NO.	
MEETING DATE	12/06/2021 (mm/dd/yyyy)		
SUBJECT	Transit Fare Strategy 2022 - 2026		

RECOMMENDATION

WITH RESPECT to Report R 163/2021 (Community Services – Transit Services), we recommend that the Transit Fare Strategy presented in this Report be adopted;

AND THAT proposed adjustments to age categories, fare rates and the transfer validity period be implemented following approval of the 2022 Community Services User Fee schedule;

AND THAT Administration report back with recommendations and implications for a proposed Affordable Monthly Bus Pass program by Q4 2022;

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

EXECUTIVE SUMMARY

This report recommends adopting the Transit User Fee Strategy to be used for establishing Transit Services Division User Fees beginning in 2022. The strategy provides a five-year framework to be used for making future recommendations for managing age categories, fare categories (types of fares), fare rates (use fee prices) and establishing other fare related programs and ridership incentives and will assist in determining how, when and to what degree changes should occur. The fare strategy should be reviewed as part of the annual budgeting process and any recommendations from that review should be made every year at the same time. It also recommends continued work towards the establishment of an Affordable Monthly Bus Pass program in collaboration with the Recreation & Culture Division.

DISCUSSION

In 2013, Council approved Report 2013.007, Transit Fare & Revenue Strategy. This strategy provided guidelines so that pricing of all fares could be calculated as a percentage of the adult cash fare based on an approved discount scale for all other fares. The rationale behind this strategy was to simplify the setting of fares based on the price set for the adult cash fare with all

other fares to be adjusted in accordance with the approved discount scale. This would maintain a consistent relationship between fares.

The 2021 Fare Strategy builds upon the 2013 strategy and has been carefully planned to align with Council's desire to provide affordable access to transit and to pursue improvements that would ensure that the desired level of transit service could be funded in accordance with a targeted relationship between revenues and operating costs. It establishes attractive user fee options that will achieve appropriate cost recovery from fare revenues while balancing concerns about the cost of transit for youth, young families and those who may have income limitations.

Fare Revenue Recovery

In 2019 Thunder Bay Transit (TBT) had an average operating revenue to cost (R/C) ratio of 35.5 per cent. That ratio declined to 22.6 per cent in 2020. Prior to COVID-19, the R/C ratio had remained stable for more than five years and has been on par with comparator municipalities. Historically, a high R/C ratio has been an indicator of high performance and efficiency, particularly if it remains stable year over year. The following graph shows TBT's R/C ratio benchmarking performance to comparable transit systems along with the profound impact that COVID-19 has had where the average revenue to cost has declined from 36 per cent in 2019 to 20 per cent in 2020.

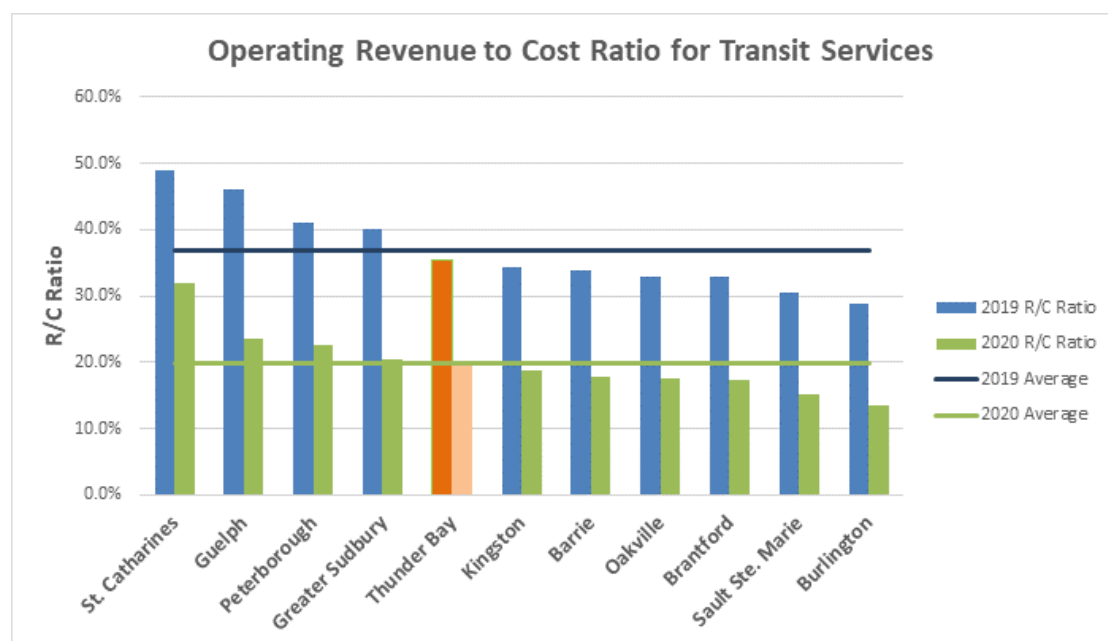


Table 1: Ridership and Revenue Make-up by Fare Category – 2020 Results

This graph compares Thunder Bay's R/C ratio to the group average of 10 other comparator municipalities; the 10 comparators include St. Catharines, Guelph, Peterborough, Greater Sudbury, Kingston, Barrie, Oakville, Brantford, Sault St. Marie and Burlington. In 2019 Thunder Bay's R/C ratio was 35.5 per cent vs the group average of 36 per cent. In 2020 Thunder Bay's

R/C ratio declined to 22.6 percent in comparison to the group's average which had also declined to 20 per cent.

Fare Category	Rides	Revenue
Cash	11.3 %	16.8%
Tickets	28.1%	25.5%
Passes	24.7%	21.4%
Universal/Tuition Pass	35.9%	36.3%

As shown in table 1, cash revenue represents the smallest portion of ridership at approximately 11.3 percent, but given it is the highest of the fares, represents more in terms of percentage of revenue at 16.8%. Monthly pass riders are the next lowest in terms of both ridership and revenue make-up. The ticket category makes up 28.1% of ridership and 25.5% of revenue. Finally, the universal tuition pass category makes up 35.9% of ridership and 36.3% of revenue. The unique feature of the tuition pass programs is that they are universal in nature, meaning that all students pay for the transit pass whether they use transit or not. This provides for a cross-subsidization within the program, with infrequent or non-transit users subsidizing the pass cost for frequent users.

Thunder Bay Transit has agreements with the student unions at Lakehead University and Confederation College that provides eligible students with unlimited access to transit services. All eligible students are assessed a mandatory student fee. The pricing mechanisms and revenue levels associated with these agreements have not been included in the fare strategy review.

Recommended Fare Strategies: 2022 - 2026

This section summarizes fare strategy amendments being recommended. The recommendations address:

- Age categories
- Fare categories (types of fares)
- Fare rates (user fees/prices)
- Other fare related considerations

It is proposed that the age categories be adjusted as part of the 2022 budget process via the User Fee By-law, for a 3-year trial period as reflected in table 2. It is further proposed that this trial period also include an extension of the transfer validity period from 60 minutes to 90 minutes for riders who pay for their trips by cash or tickets. A 3-year trial period is being recommended in order to fully assess the impact that these changes to age categories have on ridership and revenue.

Table 2: Current (2021) and Proposed (2022) Age Categories

Age Category	Child*	Youth	Adult	Senior
Current (2021)	0 – 5	6 – 18	19 – 59	60+
Proposed (2022)	0 – 12	13 – 24	25 – 59	no change in 2022

* max. 4 children per Adult

These changes to age categories are being recommended to:

- Respond to concerns about the cost of transit for youth (particularly ages 18-24) and for young families identified in the fare strategy review process.
- Support Thunder Bay teens and young adult employment strategies
- Create opportunities to attract new adult riders and increase adult ridership by reducing the total cost of travel for families.

Fare Rates - 2022

As has been previously reported to Council, as at September 2021, ridership is at approximately 56 per cent of pre-pandemic levels. The fare elasticity general rule of thumb with respect to transit fare increases is that for every 3% increase in fares, there is usually a corresponding 1% loss of ridership for a period of time. With ridership depressed from normal levels and a slow recovery rate occurring it is proposed that there be no increases to fare media in 2022, with the exception of the adult monthly pass where it is proposed to adjust the price from \$77.50 to \$80.00. The price of TBT's adult monthly pass has remained consistently lower than comparable peer system averages and has seen only a 0.6 per cent increase since 2017.

Affordable Bus Pass Program - 2023

The fare strategy review recognizes that residents living in a low income household have specific financial challenges that can reduce their access to public transit. The Affordable Bus Pass (ABP) program would be designed to minimize these barriers by offering eligible program participants the option of purchasing monthly passes at a discounted rate.

Overall ABP Outcome Goals would include:

- Enabling more residents who are living in a low income household, to purchase 30-Day transit passes and use transit services
- Making a positive impact on the budget of residents living in a low income household by enabling them to spend less on transportation costs and allocate more of their budget to basic needs such as food, clothing, child care and shelter
- Improving program participant's perceptions of overall wellbeing, and improving wellbeing through increased opportunities to participate in and contribute to their communities in ways such as; accessing educational, recreational, sporting and cultural opportunities; accessing medical care; reliable transportation so getting to work is not a barrier; and maintaining connections to family and friends.

Therefore, this report recommends that work towards developing an ABP for adults, be explored further, in collaboration with the Recreation & Culture Division with a goal of commencing a Pilot in 2023.

The proposed ABP Pilot program would:

- Provide eligible participants to purchase an Adult Monthly Pass for half price
- Provide a clear understanding of the program rules
- Ensure that the program is administered in a way that is citizen-centered, inclusive and respectful
- Effectively meet the overall program outcome goals
- Be consistent, transparent and equitable to all transit users
- Be income-based
- Provide a single application process for affordable access to both Transit and Recreation & Culture services.

Potential pilot parameters are suggested to include:

General

- Eligibility - based on LICO cut-offs; adults only
- Application Requirement – annual
- Exclusions – individuals/services already subsidized by programs such as Ontario Works, etc.

Annual Budget

- To be determined. It is estimated that an example value of \$240K + administration costs could provide affordable access for up to 500 individuals annually.

It is recommended that an Affordable Bus Pass Program Pilot be explored further, with a goal of commencing a Pilot in 2023. Recreation & Culture and Transit continue to work together, and with potential partner agencies, to draft program parameters and eligibility criteria, estimate potential participation, and determine how the program could be administered. Administration does not have existing internal capacity to administer applications for this Pilot Program, and is currently in discussion with external agencies to explore potential administration partnerships.

Administration will report back to Council with recommendations by Q4 2022, and associated financial implications would be included for Council's consideration in the 2023 budget process.

Other Fare Strategy Considerations 2024 - 2026

It is recommended that following the introduction and full commissioning of the new Electronic Fare Management System (planned for 2023), that additional fare related options be evaluated and presented for consideration, including but not be limited to:

Fare Option	Description
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e-Cash Fare	Introduce e-Cash fare into the fare table structure. e-Cash fare would be a lower cost than the regular cash fare and would represent a single ride paid by e-Cash either on an account based stored value card or a limited use, non-reloadable/anonymous - limited use credential. For example, multi ride tickets that are electronically processed using QR or barcodes.
e-Price Fare Capping	Cost to ride transit would have a maximum within a certain period, for example day, week or month. Trips taken after the maximum fare is reached during the time period would be free.
Employer Pass	Offering an employer the ability to purchase monthly passes at a discounted rate if they would agree to provide an additional or matching discount to their employee.
Time of Day Pricing	In this option, the cost to ride transit would change for some targeted groups, for example youth and seniors, depending on the time of day. Peak travel times would have a cost and non-peak times would have a lower cost. This option would encourage people to use transit during times when it is less busy.
Days of Week Pricing	In this option, passes could be created for either “weekly commuters” and would allow for unlimited rides weekdays only or “weekend explorers” which would allow for unlimited rides Saturdays & Sundays only. These types of passes would have a lower cost than regular monthly passes.
Student Summer Pass	In this option, passes could be created for youth for unlimited rides all days, all times for the months indicated (e.g. July – August). Passes would have a lower cost than regular monthly passes.
Age Category Discount Table Revision	In this option, the Seniors age category would be changed from 60+ years to 65+ years. In conjunction with this change, pricing options would be considered where seniors may ride transit for free during established time of day or day of week periods.

Administration will closely monitor the response and results of fare strategy recommendations that are implemented as well as any impacts in relation to ridership and revenue make-up by fare category and by fare media type. Further recommendations that may be warranted to mitigate any negative repercussions resulting from fare strategy adjustments as well as opportunities for fare incentives to increase ridership going forward will be reported to Council accordingly.

FINANCIAL IMPLICATION

There are no immediate financial implications associated with this report. Changes to User Fees associated with adoption of the Transit Fare Strategy will be presented to Council for consideration as part of the annual budget process via the User Fee By-law.

Financial implications associated with adoption of a pilot Affordable Monthly Bus Pass program will be presented to Council for consideration as part of the 2023 budget process.

CONCLUSION

It is concluded that the proposed Transit Fare Strategy aligns with the existing Corporate User Fee Framework Policy and responds to strategic priorities and Council's desire to provide affordable access to transit services while maintaining a targeted relationship between revenues and operating costs, and should therefore be adopted.

It is further concluded that a pilot Affordable Monthly Bus Pass program would address Council direction related to affordable access to transit services and provide assistance with potential income-based barriers and should therefore be explored further for report back to Council with recommendations.

BACKGROUND

In 2013, Council approved Report 2013.007, Transit Fare & Revenue Strategy. This strategy introduced guidelines so that pricing of all fares could be calculated as a percentage of the adult cash fare based on an approved discount scale for all other fares. The rationale behind this strategy was to simplify the setting of fares based on the price set for the adult cash fare with all other fares to be adjusted in accordance with the approved discount scale.

On September 13, 2021 Council received Report R 115/2021 – Transit Fare Strategy Update (Community Services – Transit) for information. This report provided information on fare strategy options under consideration in order to update and establish attractive user fee options that may encourage more ridership and achieve appropriate cost recovery from revenues while balancing the needs of those who may encounter income-based barriers to accessing service regularly.

At the July 19, 2021 Committee of the Whole meeting, Council received Memo *Transit Fare Strategy Update* which provided that work had commenced, initial stakeholder consultation had taken place and that this update report would be provided before September 30, 2021 with a Final Fare Strategy presented on or before December 31, 2021.

At the March 8, 2021 Committee of the Whole meeting, Council passed a motion, which recommended that as part of 2021 Transit Fare Strategy Review, Administration include options for alternative user fee options and to consult with the DSSAB, LSPC and PFTB as stakeholders.

REFERENCE MATERIAL ATTACHED:

None

PREPARED BY: BRAD LOROFF, MANAGER – TRANSIT SERVICES

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER) Kelly Robertson, General Manager, Community Services	DATE: November 25, 2021
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Corporate Report

DEPARTMENT/ DIVISION	Community Services - Recreation & Culture	REPORT	R 164/2021
DATE PREPARED	11/10/2021	FILE NO.	
MEETING DATE	12/06/2021 (mm/dd/yyyy)		
SUBJECT	User Fee Model & Affordable Access Pilot		

RECOMMENDATION

WITH RESPECT to Report R 164/2021 (Community Services – Recreation & Culture), we recommend that the Benefit & Cost Recovery Continuum Model as attached to this Report be adopted;

AND THAT the Continuum Model be used by Administration to recommend Recreation & Culture Division User Fees beginning in 2023;

AND THAT Administration report back with recommendations and implications for a proposed Affordable Access to Recreation & Culture Pilot by Q4 2022;

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

LINK TO STRATEGIC PLAN

2019-2022 Corporate Strategic Plan Implementation Plan

Serve (Program & Services Review) #4: Develop Strategy for Recreation Revenues

Recreation & Facilities Master Plan

Recommendation #66: Develop and approve a Municipal User Fee Policy

Program & Service Review

Recommendation #31: Develop a strategy for Recreation Revenues

EXECUTIVE SUMMARY

This Report recommends adoption of a Benefit & Cost Recovery Continuum Model to be used for establishing Recreation & Culture Division User Fees beginning in 2023. It also recommends continued work towards the establishment of an Affordable Access to Recreation & Culture Pilot in collaboration with the Transit Division.

These recommendations consider the objectives of the Provincial Policy Framework on Affordable Access to Recreation for Ontarians: Everyone Plays, and address recommendations of the Recreation & Facilities Master Plan and Program & Services Review related to fee setting, subsidization and revenue generation.

DISCUSSION

User fees represent approximately 43% or \$4.84M, of the Recreation & Culture Division's 2020 gross annual operating budget. With increasing annual budget pressures, balancing affordable access with appropriate cost recovery from user fees is essential to the Division's success and sustainability.

Adopting the proposed Benefit & Cost Recovery Continuum Model is intended to achieve appropriate cost recovery and increase revenues, while the proposed Affordable Access to Recreation & Culture Pilot is intended to address income-based barriers to participation in Recreation & Culture Division programs and services.

Benefit & Cost Recovery Continuum

This Report recommends the adoption of a Benefit & Cost Recovery Continuum Model for Recreation & Culture (See Attachment A). This Continuum assigns each service type to a benefit category and identifies associated cost recovery objectives ranging from 0% cost recovery for High Community Benefit (Public) Services to 100% or more cost recovery for High Individual Benefit (Private) Services.

The Continuum Model is recommended based on benchmarking as well as alignment with relevant Guiding Principles and the Corporation's existing User Fee Policy (See Attachment B). It will provide a consistent framework for Administration to use in determining specific user fees beginning with the 2023 fiscal year. Specific recommended 2023 user fees will be presented to Council for consideration through the annual budget process. Some fees may be recommended to increase by an amount in excess of typical annual inflationary increases. In these situations, a multi-year implementation will be recommended as outlined in the User Fee Framework Policy.

The Continuum's benefit categories and cost recovery ranges have been informed by benchmarking and the existing User Fee Policy. They are designed to capture the scope of Recreation & Culture programs and services as well as who is benefiting from them.

Continuum Category

Cost Recovery Objective

High Community Benefit	0%
Mostly Community Benefit	1 – 9%
Community/Individual Benefit	10 – 64%
Mostly Individual Benefit	65 – 99%
High Individual Benefit	100% +

The Continuum provides a general framework for determining user fees that is clearly linked to the cost of providing a program or service. The precise cost recovery objective and associated user fee for each program or service will also be influenced by a number of factors such as:

<u>Influencing Factor</u>	<u>Description</u>
Strategic Priorities	Council approved, i.e. Strategic Plan, Master Plans
External Funding	Grants, sponsorships, donations and partnerships
Incentives	Volume, duration, time of use, support of corporate needs (i.e. creating qualified staffing pool)
Type of Use/Activity	Non-profit vs for-profit activity, etc.
Benchmarking & Market Rates	Relevant sector and local comparisons, including current CTB user fees and availability of alternate options
Feasibility of Collecting Fees	Availability and costs of fee collection solutions
Operational Implications	Staffing, equipment/supplies, training, facility needs, demand for service, etc.
Legislation and Policies	Relevant legislation, corporate, departmental, or other policies
Priority Populations	Identified in Council direction, Department/Division objectives and/or related community strategies; informed by data, need & gap analysis, consultation, etc.

Influencing factors will affect the position of a user fee within the identified cost recovery range. In exceptional cases, an influencing factor may justify a cost recovery target outside of the identified continuum category and recovery range for a specific program or service. For example, a strategic priority program, or a program for a priority population where charging a user fee may be a barrier to participation, may be offered without cost recovery. Some influencing factors may also address the cost recovery target so that a user fee is no longer

required. For example, a program that is funded by a grant may not charge a user fee if the grant fully covers the cost recovery objective.

Administration is continuing work to calculate current service-specific costs for Recreation & Culture Division services with proposed cost recovery objectives above 0%. These cost calculations include both direct and indirect expenses. As these costs are identified, the continuum and influencing factors will be applied to each program/service and the resulting fee will be reviewed against current user fees prior to recommending 2023 user fees. A draft example is presented for information in Attachment C.

Affordable Access to Recreation & Culture

Changes to cost recovery objectives and user fees may have implications for the financial accessibility of recreation opportunities. Therefore, this report recommends an Affordable Access to Recreation & Culture Pilot program for adults be explored further, in collaboration with the Transit Division, with a goal of commencing a Pilot in 2023.

The overall goals of the Affordable Access Pilot would include:

- Enabling more residents living in low income households to access Recreation & Culture programs and services
- Making a positive impact on the budget of residents living in a low income household by enabling them to spend less on recreation costs and allocate more of their budget to basic needs such as food, clothing, transportation, child care and shelter
- Improving program participant's perceptions of overall wellbeing, and improving wellbeing through increased opportunities to participate in educational, recreational, sporting and cultural opportunities, both as individuals and along with family and friends.

The proposed Affordable Access Pilot would:

- Effectively meet the overall program goals
- Ensure that the program is administered in a way that is citizen-centered, inclusive and respectful
- Be consistent, transparent and equitable to all recreation & culture participants
- Be income-based
- Provide a single application process for affordable access to both Transit and Recreation & Culture services
- Provide approved participants with an annual credit to be used towards Recreation & Culture programs and services.

Potential pilot parameters are suggested to include:

General

- Eligibility - based on LICO cut-offs; adults only (PRO Kids provides subsidy for children & youth)
- Application Requirement – annual

- Exclusions – individuals/services already subsidized by programs such as Ontario Works, PRO Kids, etc.

Annual Values

- Annual Credit Value - To be determined. Suggested range of \$250-\$350 to be used towards any Recreation & Culture Division program or service (See Attachment D for examples)
- Annual Budget – To be determined. An example value of \$100K + administration costs could provide affordable access for 285-400 individuals annually

Recreation & Culture and Transit continue to work together, and with potential partner agencies, to draft program parameters and eligibility criteria, estimate potential participation, and determine how the program could be administered. Existing internal program criteria and processes, such as tax and water credits and PRO Kids, are being considered in developing the Pilot. However, preliminary review suggests that these programs differ significantly from the suggested approach to the Pilot, and that opportunity for efficiencies is likely limited as a result. Administration does not have existing internal capacity to administer applications to this Pilot Program, and is currently in discussion with external agencies to explore potential administration partnerships.

Administration will report back to Council with recommendations by Q4 2022, and associated financial implications would be included for Council's consideration in the 2023 budget process.

FINANCIAL IMPLICATION

Financial implications associated with adoption of the Benefit & Cost Recovery Continuum and Affordable Access to Recreation & Culture Pilot will be presented to Council for consideration in the 2023 budget process.

Changes to User Fees associated with adoption of the Continuum will be presented to Council for consideration as part of the 2023 budget process via the User Fee By-law.

CONCLUSION

It is concluded that the proposed Benefit and Cost Recovery Continuum aligns with the existing User Fee Framework Policy and responds to strategic priorities and Council direction related to development of a user fee policy and strategy for Recreation & Culture Division revenue, and should therefore be adopted.

It is further concluded that a pilot Affordable Access to Recreation & Culture program would address Council direction related to affordable access to recreation and address potential income-based barriers to participation and should therefore be explored further for report back to Council with recommendations.

BACKGROUND

On September 13, 2021 Council received R 116/2021 - User Fee Review Project (Community Services – Recreation & Culture) for information. This report provided the draft Cost Recovery & Benefit Continuum and identified the need to consider subsidization and fee assistance in association with changes to user fees and cost recovery objectives.

The Recreation & Facilities Master Plan was approved by Council in January 2017 (R152/2016) and included Recommendation #66: Develop and approve a Municipal User Fee Policy that confirms, validates and prioritizes an approach to pricing in keeping with best practice and that:

1. Ensures standardized and transparent procedures for the administration / determination of financial assistance for recreational programs and services delivered by the City where user fees are unaffordable; and,
2. As it relates to annual fee setting, provides for higher levels of direct subsidy for those categories of programs and services which teach essential life and safety skills to persons of all ages and provide basic/essential introductory programming for children, youth and seniors.

At the March 8, 2010 Committee of the Whole meeting, Council passed a resolution to endorse the Affordable Access to Recreation Policy Framework and requested that Administration review the cost recovery model and present a report to Committee of the Whole on the effectiveness of the model as it relates to affordable access and the "Everyone Plays" Policy.

REFERENCE MATERIAL ATTACHED:

Attachment A - Recreation & Culture Division Benefit & Cost Recovery Continuum

Attachment B - User Fee Review Project Guiding Principles & Policy

Attachment C - User Fee Change Example

Attachment D - Affordable Access to Recreation & Culture Example

***PREPARED BY: LEAH PRENTICE, DIRECTOR – RECREATION AND CULTURE &
LISA GALON, COORDINATOR - PLANNING, PROJECTS & DEVELOPMENT***

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kelly Robertson, General Manager, Community Services	November 25, 2021

Attachment A – Recreation & Culture Division Benefit & Cost Recovery Continuum

PUBLIC SERVICES	MERIT SERVICES			PRIVATE SERVICES
Community Benefit	Mostly Community Benefit	Community & Individual* Benefit	Mostly Individual* Benefit	Individual* Benefit
Outdoor Public Amenities uncontrolled access (i.e. Beaches, PAL skate rink/splash pad)	Public Facilities controlled access life skills all ages/abilities (i.e. Outdoor Pools)	Public Facilities limited use/access special interest (i.e. Community Gardens, Legion Track)	Facility Use: Admissions & Memberships (i.e. pool admissions/memberships)	Facility Use: Exclusive Use Rentals (i.e. room rental for private event, exclusive use pool/ice/stage/venue rentals)
Public Events & Commemorations Open access to all demographics (i.e. Teddy Bears Picnic, Neighbourhood festivals)	Universal Public Programs all ages/abilities non-instructional (i.e. public swim/skate, Winter Fun Days, neighbourhood programs)	Life Skills Programs (i.e. Group swim lessons, workshops – cooking, personal finance, resume writing, Teens n’ Training volunteer training program)	Facility Use: Non-exclusive Use Rentals (i.e. public use birthday party booking – arenas, pools)	Specialized/Advanced Programs, Instruction & Certifications (i.e. private/semi private swim lessons, fitness coaching, teaching/coaching certifications, advanced arts and technology programs)
		Health, Wellness & Quality of Life Programs (i.e. basic fitness & aquabics, Keep Moving & HealthyHearts programs)	General Recreation Programs (i.e. group registered programs such as fitness classes, squash, karate)	Commercial Activity (i.e. vendors, advertising, sponsorship)
		Social Services, Children & Youth Services (i.e. Youth Move, Summer Camps, After School & Playgrounds Program, Older Adults Support Services)	Special Interest Programs Introductory level (i.e. introductory arts & cultural programs, technology programs, mermaid swim)	Product or Equipment Sales & Rentals (i.e. locker, locks and towel rentals, food and beverage sales, event equipment rental)
		Community Development & Supports Networks, meetings Basic event services (i.e. Sport Summit, Coaches Week, use of basic event equipment)	Community Development & Supports: Special Interest or mostly individual benefit (i.e. Conferences, workshops Gala ceremonies/events)	Direct Service Provision Additional services associated with facility use/rental (i.e. set up/take down/clean up of a rental, babysitting, catering services)
General cost recovery objectives:				
0%	1 – 9 %	10 – 64 %	65 – 99 %	100+%

***Individual** includes any entity other than the general public/community, i.e. a group such as an organization, team, business or collective. It denotes a degree of exclusive access, benefit or focus on the entity vs the general public.

Attachment B – Guiding Principles & User Fee Policy

Guiding Principles

The User Fee Review Project was guided by the ‘Everyone Plays’ Policy Framework, Corporate Policy 05-06-01 - User Fee Framework and Corporate Policy 01-08-08: Subsidization - Recreation Opportunities.

Who pays for services?

1. Users – those receiving direct benefit from the program or service
2. Taxpayers – those receiving indirect benefit. Paid through the Corporation’s portion of cost-recovery objectives as well as municipally-supported subsidization programs
3. Others – external funders, sponsorships, donations and partnerships

Why are user fees charged?

1. Recover costs of delivering programs & services
2. Reduce or eliminate subsidy from tax base
3. Contribute to sustainability, development and enhancement of programs & services

How are user fees set?

1. Cost of service
2. Who benefits - general public vs individual (or private entity)
3. Type of service – essential life & safety skills vs advanced or specialized programs
4. Influencing factors – policy, strategic priorities, external funding, market, feasibility, incentives, etc.

User Fee Policy

Corporate Policy 05-06-01 – User Fee Framework governs the establishment of user fees. It is based on the philosophy that fees charged are designed to reduce or eliminate subsidies from the general tax payer, and are believed to be fiscally efficient and accountable as there is a clear link between benefits received and fees paid.

The policy provides a general framework for user fees that links subsidization level to benefit received. It states that if the benefit of the service is limited to the individual, it should not be subsidized by the general tax base. If the service generates public benefits, general funds should be used to subsidize the portion of the activity that benefits the community as a whole.

The Policy classifies services into 3 categories with associated cost recovery objectives:

1. Public Services - No cost recovery

Services that promote high quality of life, public safety, or services to the general public. Everyone benefits equally.

Example: open spaces

2. Merit Services – 1% - 99% cost recovery

Consumers benefit directly, however others in the community receive some indirect benefits.

Examples: recreation facilities & programs

3. Private Services – 100% or more cost recovery

Only the user/participant benefits

Examples: facility rental, specialized instruction and services

The Policy places responsibility with Administration to calculate costs, categorize services, identify cost recovery objectives, and recommend user fees. Council approval is required for the cost recovery objective for each service where a fee is charged, as well as for changes to user fees.

Attachment C – Example User Fee Change

The example below shows a preliminary outcome of applying the Benefit & Cost Recovery Continuum Model to current summer camp programs.

Program/Service: Summer Camps

Cost to Provide Service: \$339.46-\$482.75 (per child, per week)

Continuum Category: Community & Individual Benefit **Recovery Objective:** 10%-64%

Influencing Factors:

- Benchmarking – comparable local camps are generally \$220-\$250+/wk
- Incentives – potential discount for multiple children/weeks
- Affordability - Subsidization available, free playgrounds programs available as an alternative
- Demand - high. Option for families when school/child care not available.

Target User Fee: \$225

2021 User Fees: \$175.23 - \$197.08

Phasing Plan: Fee correction between existing camp programs is proposed to commence in 2022 user fees. Target fee to be achieved in all camps by 2024.

Notes

Cost includes direct and indirect costs of the program, based on 75% operating capacity and using 2019 actual values.

Target User Fee takes into consideration: cost, recovery objective range, influencing factors, and inflationary increases between base cost year (2019) and target full implementation year (2024).

Attachment D – Affordable Access to Recreation & Culture Examples

Recreation and Culture Affordable Access Pilot participants could access one of the following example opportunities using a sample annual credit value of \$300:

Registered Programs

1. 3-4 fitness programs or 2-3 art classes at the Thunder Bay 55 Plus Centre or West Arthur Community Centre 55 Plus Programs
2. 7 five week sessions of fitness classes at the Canada Games Complex
3. A variety of art and culture workshops*
4. 8 five week sessions of Community Fitness classes

Facility Access

5. Approximately half the cost of a 12 month membership at the Canada Games Complex; or over 2/3 of the cost of a 12 month swim membership at Volunteer or Churchill pool
6. 15 general admission/day passes for family access (2 adults, 2 children) to the Canada Games Complex
7. 5 punch passes (a 10 visit punch card) for access to Volunteer or Churchill pool

Facility Use

8. Rent 1 hour of ice time at a satellite arena*
9. Book a child's birthday party at a pool, city run community centre or arena*
10. Book a room at the Thunder Bay 55 Plus Centre to host a celebration (i.e. birthday or anniversary)*

**these examples would require only a portion of the credit value*

Corporate Report

DEPARTMENT/ DIVISION	Community Services - Recreation & Culture	REPORT NO.	R 172/2021
DATE PREPARED	11/16/2021	FILE NO.	
MEETING DATE	12/06/2021 (mm/dd/yyyy)		
SUBJECT	Application to Northern Ontario Heritage Fund for Fort William Stadium		

RECOMMENDATION

WITH RESPECT to Report R 172/2021 (Community Services – Recreation & Culture), we recommend that Administration submit a Stage 2 application for funding in the amount of \$1,188,640 to the Northern Ontario Heritage Fund Community Enhancement Program for infrastructure improvements at Fort William Stadium;

AND THAT the City will be responsible for mitigating funding shortfalls related to this project;

AND THAT the General Manager, Community Services be identified as the signing authority for the application;

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

LINK TO STRATEGIC PLAN

This recommendation aligns with the following strategies in the One City, Growing Together Plan:

Lead - Provide civic leadership to advance mutual respect, equal opportunity and hope; Provide opportunities for residents to express their civic pride

Grow - Focus on city building and social infrastructure to strengthen our economy, lifestyle and well-being.

It also addresses Recreation & Facilities Master Plan Recommendation #20: Maintain and continue to invest in Fort William Stadium as a major competition hosting venue and seek to improve the utilization of the track facility.

EXECUTIVE SUMMARY

The Community Services Department has submitted a Stage 1 application for \$1,188,640 to the Northern Ontario Heritage Fund (NOHFC) Community Enhancement Program to restore the track, field and scoreboard infrastructure at the Fort William Stadium. Administration has been informed that the Stage 1 application has been approved by the funder and the City has been invited to submit a Stage 2 application. A Council Resolution is required to complete submission of the Stage 2 application.

The planned improvements will position Fort William Stadium to host future sport tourism events that help generate significant economic impact for the community in addition to providing a safe environment to user groups.

DISCUSSION

The Fort William Stadium offers both track and turf infrastructure as well as spectator seating and amenities. It is utilized by approximately 30,000 residents and visitors to Thunder Bay annually. The Stadium is home to a diverse portfolio of user groups including local elementary and high school track & field, soccer and football games. Additional user groups include Lakehead University, Thunder Bay Minor Football and Thunder Bay Touch Football. The track is also open to the general public.

The turf field and track were last replaced in 2011 and 2010 respectively. In that time, and with significant use, these features have begun to deteriorate. The track currently exhibits substantial wear, loss of surface material and has multiple trip hazards. The turf exhibits compaction from fibres, shifting lines, lifting of surface, as well as heaves in the surface that create safety hazards. The scoreboard is out of date and the supporting infrastructure is weakening posing safety hazards.

The project is intended to address these infrastructure deficiencies and improve this community based, multi-purpose facility in efforts to generate social and economic benefits through sport tourism.

Key Infrastructure Enhancements

Key infrastructure enhancements for this project are anticipated to include the following at Fort William Stadium:

1. replacement of turf and shock pad with a new turf system and TPE/S20 pad;
2. track/asphalt replacement with a new impermeable athletic track rubberized surface; and
3. a new scoreboard with video capabilities and sound system.

Sport Tourism and the Social-Economic Benefits

Administration has sought funding through NOHFC in an effort to optimize the capacity of the Stadium and allow the hosting of future sporting events that will attract members of the community and tourists from across the province and country. The new track upgrades could allow Thunder Bay to bid on number of events including the Legion Track and Field Championships and the Ontario Track and Field Championships.

The FIFA size field and state of the art track will provide potential hosting opportunities such as the Canadian Girls Soccer Championships, Ontario Federation of School Athletic Association (OFSAA) Soccer Championships and the Western Canada Minor Football championships. For events of this scale, the facility would be part of a cluster of fields ideal for hosting provincial and national championships.

Other potential future events include Ontario Summer Games, Ontario Para-sport Games, Ontario Senior Games Actifest, Canada 55 Plus Games, Ontario Indigenous Summer Games and the Special Olympics Summer Games.

Each of these events attract hundreds of athletes, coaches and managers and can result in economic impacts ranging from thousands to millions of dollars. In addition, the new scoreboard will allow for digital advertising that can generate revenue for the stadium and user groups. It will also enhance the game day experience for spectators and participants.

FINANCIAL IMPLICATION

The total anticipated capital cost of this project is \$2,377,280 and is included in the 2022 capital budget for Council's consideration.

In addition to the \$1,188,640 applied for through NOHFC, \$500,000 has been applied for through FedNor Tourism Relief Fund.

The funding sources for the City's anticipated contribution will come from Canadian Community Building Fund (formerly the Federal Gas Tax Fund).

CONCLUSION

It is concluded that Administration has been successful in a Stage 1 application to the Northern Ontario Heritage Fund Community Enhancement Program for infrastructure improvements to Fort William Stadium.

It is therefore concluded City Council should direct Administration to submit a Stage 2 application for funding in the amount of \$1,188,640 to the Northern Ontario Heritage Fund Community Enhancement Program for infrastructure improvements to Fort William Stadium.

BACKGROUND

Investment in City of Thunder Bay facilities, including the Fort William Stadium, is included in the Recreation & Facilities Master Plan, what was adopted by Council in January 2017 (R 152/2016). The Master Plan is a municipal guidance document that outlines a series of short and long term priorities for investment in facilities, services and programs owned and/or delivered/operated by the City of Thunder Bay over a 15-year timeframe.

Recommendation 20 of the Master Plan states "Maintain and continue to invest in Fort William Stadium as a major competition hosting venue and seek to improve the utilization of the track facility."

REFERENCE MATERIAL ATTACHED

None.

PREPARED BY: ALLY DROMBOLIS, CUSTOMER SERVICE & MARKETING COORDINATOR

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kelly Robertson, General Manager, Community Services	November 23, 2021

MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT Expression of Interest Proposed Multi-use Indoor Sports Facility

SUMMARY

Memorandum from City Manager Norm Gale, dated November 24, 2021, recommending that Administration report back on or before February 14, 2021 relative to the Expression of Interest for the Proposed Multi-use Indoor Sports Facility.

RECOMMENDATION

WITH RESPECT to the Memorandum from City Manager Norm Gale dated November 24, 2021, we recommend that the report back date related to the Expression of Interest for the Proposed Multi-use Indoor Sports Facility be February 14, 2021.

ATTACHMENTS

1 N Gale Memo dated November 24 2021

Memorandum

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

TO: Krista Power, City Clerk

FROM: Norm Gale, City Manager

DATE: November 24, 2021

SUBJECT: Expression of Interest Proposed Multi-use Indoor Sports Facility
Committee of the Whole – December 6, 2021

Members of Council,

At the November 22, 2021 Committee of the Whole meeting, Administration shared a report with information related to the Expression of Interest for the proposed multi-use indoor sports facility. In the report we indicated that we will report back with recommendations at a later date given the potential opportunity to leverage external funding through Green and Inclusive Community Buildings (GICB) from Infrastructure Canada.

Administration will report back to Council on or before February 14, 2022, pending a determination regarding the GICB funding submission.

WITH RESPECT to the Memorandum from City Manager Norm Gale dated November 24, 2021, we recommend that the report back date related to the Expression of Interest for the Proposed Multi-use Indoor Sports Facility be February 14, 2021.



MEETING DATE 12/06/2021 (mm/dd/yyyy)

SUBJECT Outstanding List for Community Services as of November 23, 2021

SUMMARY

Memorandum from City Clerk Krista Power, dated November 23, 2021 providing the Community Services Outstanding Items List, for information.

ATTACHMENTS

1 K Power Memo November 23 2021

Memorandum

Office of the City Clerk

Fax: 623-5468

Telephone: 625-2230

TO: Mayor & Council

FROM: Krista Power, City Clerk

DATE: November 23, 2021

SUBJECT: Outstanding List for Community Services Session as of November 23, 2021
 Committee of the Whole – December 6, 2021

The following items are on the outstanding list for Community Services:

Reference Number	Department/Division	Outstanding Item Subject	Resolution Report Back Date	Revised Report Back Date
2010-015-CS	Community Services / Recreation & Culture	Affordable Access to Recreation for Ontarians	No date included in resolution	Dec-06-2021
2013-010-CS	Community Services / Administration	Prince Arthur's Landing Phase 1 - Project Update and Final Capital Works - Project Update 2013 & December 2014	Dec-01-2014	Feb-7-2022
2021-100-CS	Community Services	Potential Future Uses - Dease Park/former Dease Pool Site	Sep-13-2021	Dec-06-2021
2021-101-CS	Community Services / Facilities, Fleet & Energy Management	Free Menstrual Products at City Facilities	Sep-30-2022	
2021-103-CS	Community Services / Transit	Transit Fare Strategy Review	Aug-31-2021	06-Dec-21
2021-105-CS	Community Services / Facilities, Fleet & Energy Management	Protective (Safety) Netting - Indoor Arenas	Jan-24-2022	