



AGENDA MATERIAL

COMMITTEE OF THE WHOLE

MEETING DATE: MONDAY, JANUARY 11, 2021

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

TIME: 6:30 P.M.



MEETING: Committee of the Whole

DATE: Monday, January 11, 2021

Reference No. COW - 4/52

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

Committee of the Whole - Operations Session

Chair: Councillor B. McKinnon

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - January 11, 2021 - Committee of the Whole **(Page 5)**

With respect to the January 11, 2021 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

PRESENTATION

Community Energy and Emissions Plan Update Presentation

Memorandum from Ms. S. Stevenson, Acting Sustainability Coordinator, dated December 18, 2020 requesting to provide a presentation to Committee relative to the development of the Community Energy and Emissions Plan, highlighting the progress made to date and project next steps. **(Pages 6 – 7)**

REPORTS OF MUNICIPAL OFFICERS

Golf Services - Operations Update

Report R 2/2021 (Infrastructure & Operations - Engineering & Operations) providing updates on current Golf Services operations, for information only. **(Pages 8 – 16)**

PETITIONS AND COMMUNICATIONS

Private Lead Water Service Replacement Program – Loan Envelope

Memorandum from Mr. C. Campbell, Manager - Central Support, dated November 26, 2020 containing a motion recommending that City Council establish a loan envelope of up to \$1,350,000 to support the Private Lead Water Service Replacement program. **(Pages 17 – 19)**

With respect to the Memorandum from Mr. C. Campbell, dated November 26, 2020, we recommend that City Council establish a loan envelope of up to \$1,350,000 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);

AND THAT Administration will 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.

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.

Electrical and Electronic Equipment Program – Collection Site Operator Agreement

Memorandum from Mr. J. Sherband, Manager - Solid Waste and Recycling Services, dated December 17, 2020 containing a motion recommending that the City of Thunder Bay enter into a “Collection Site Operator Agreement” with Electronic Products Recycling Association (EPRA). **(Pages 20 – 22)**

With respect to the Memorandum from Mr. J. Sherband, Manager – Solid Waste and Recycling Services, dated December 17, 2020, relative to the Electrical and Electronic Equipment Program, we recommend that the City of Thunder Bay enter into a “Collection Site Operator Agreement” with Electronic Products Recycling Association (EPRA);

AND THAT the Mayor and Clerk are authorized to execute this Agreement and any other necessary documentation related to the agreement;

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

Red Light Camera Report

Memorandum from Ms. K. Dixon, Director - Engineering & Operations, dated January 4, 2021 advising Committee that the report relative to the above noted will be presented in March 2021. **(Pages 23 – 24)**

OPEN SESSION in the S.H. Blake Memorial Auditorium

Committee of the Whole - Community Services Session

Chair: Councillor S. Ch'ng

REPORTS OF COMMITTEES

Accessibility Advisory Committee Minutes

Minutes of meetings No. 02-2020 held on February 13, 2020, for information. **(Pages 25 – 32)**

REPORTS OF MUNICIPAL OFFICERS 2

Purchase of Six Low Floor Specialized Transit Buses

Report R 6/2020 (Community Services - Transit Services) recommending the purchase of six (6) low floor specialized transit buses as part of the 2020 approved Capital Budget. Four of these buses will be part of our cyclical replacement plan and will replace units that have reached and/or exceeded their expected life cycle of seven (7) years for this class of asset. The other two units are a planned expansion to the Lift + Transit system. **(Pages 33 – 35)**

WITH RESPECT to Report R 6/2021 (Community Services – Facilities, Fleet, and Energy Management), we recommend the contract for the purchase of six (6) new low floor specialized transit buses in the amount of \$1,313,632.32 (inclusive of HST) be awarded to Creative Carriage Ltd of Saint George, Ontario;

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

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

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

2021 Community, Youth & Cultural Funding Program Recommendations

Report R 4/2020 (Community Services - Recreation & Culture) recommending that the report be received and that \$56,293 be designated for potential emergency requests related to COVID-19 in 2021. **(Pages 36 – 48)**

WITH RESPECT to Report R 4/2021 2021 Community, Youth & Cultural Funding Program Recommendations (Community Services - Recreation & Culture), we recommend that the report be received;

AND THAT \$56,293 be designated for potential emergency requests related to COVID-19 in 2021;

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

Fit Together: Recreation & Facilities Master Plan Update

Report R 5/2020 (Community Services - Recreation & Culture) provides an update on the progress of the Fit Together: Recreation and Facilities Master Plan approved by City Council in January 2017, for information only. **(Pages 49 – 63)**

Fort William Gardens and Fort William Curling Club Project: Update on Funding Applications to NOHFC and FedNor

Report R 7/2021 (Community Services - Recreation & Culture) recommending that Appropriation 24 be approved to increase the existing 2020 capital budget by \$851,275, equal to the combined amount of funding anticipated to be received from Northern Ontario Heritage Fund (NOHFC) and FedNor. **(Pages 64 – 67)**

WITH RESPECT to Report R 7/2021 (Community Services - Recreation & Culture), we recommend that Appropriation 24 be approved to increase the existing 2020 capital budget by \$851,275, equal to the combined amount of funding anticipated to be received from Northern Ontario Heritage Fund (NOHFC) and FedNor.

AND THAT the 2020 capital budget for the Fort William Garden and Fort William Curling Club project be amended through the necessary appropriations in order to reflect the actual value of approved funding received from FedNor and NOHFC;

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

NEW BUSINESS

ADJOURNMENT



MEETING DATE 11/01/2021 (mm/dd/yyyy)

SUBJECT Confirmation of Agenda

SUMMARY

Confirmation of Agenda - January 11, 2021 - Committee of the Whole

RECOMMENDATION

With respect to the January 11, 2021 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

ATTACHMENTS

MEETING DATE 01/11/2021 (mm/dd/yyyy)

SUBJECT Community Energy and Emissions Plan Update Presentation

SUMMARY

Memorandum from Ms. S. Stevenson, Acting Sustainability Coordinator, dated December 18, 2020 requesting to provide a presentation to Committee relative to the development of the Community Energy and Emissions Plan, highlighting the progress made to date and project next steps.

ATTACHMENTS

Memorandum from Ms. S. Stevenson

MEMORANDUM

TO: Krista Power, City Clerk

FROM: Summer Stevenson, A/ Sustainability Coordinator

DATE: December 18, 2020

RE: *Community Energy and Emissions Plan Update
Request to Present Information – January 11, 2021, COW Meeting*

We respectfully request an opportunity to provide a presentation on the development of the Community Energy and Emissions Plan, highlighting the progress made to date and project next steps, at the Committee of the Whole meeting on Monday, January 11, 2021.

In 2019, the City of Thunder Bay received funding from the Federation of Canadian Municipalities (\$125,000) and the Ontario Ministry of Energy, Northern Development, and Mines (\$89,500) for the creation of the Community Energy and Emissions Plan (CEEP). With respect to Report No. R 88/2019 (Infrastructure and Operations), City Council approved the receipt and expenditure of funding to carry out the CEEP.

Summer Stevenson, A/ Sustainability Coordinator, will introduce the presentation.

The presenters will be:

- Terry Sidhu, Consultant – Sustainability Solutions Group
- Kyra Bell-Pasht, Consultant – Sustainability Solutions Group
- Ralph Torrie, Consultant – Sustainability Solutions Group

Should you have any questions regarding this request please contact me at 807-627-7268.

Sincerely,



Summer Stevenson
A/ Sustainability Coordinator
EarthCare Thunder Bay

cc: K. Marshall – General Manager – Infrastructure & Operations

Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations - Engineering & Operations	REPORT NO.	R 2/2021
DATE PREPARED	11/24/2020	FILE NO.	
MEETING DATE	01/11/2021 (mm/dd/yyyy)		
SUBJECT	Golf Services - Operations Update		

RECOMMENDATION

For information only.

LINK TO STRATEGIC PLAN

This Report supports Strategic Questions under the Serve section, specifically “Is this improving service for residents and customers?”

This Report supports Strategic Questions under the Grow section, specifically “Does it give us more to do and a place for all to enjoy?”

EXECUTIVE SUMMARY

Parks & Open Spaces Golf Services operates Chapples and Strathcona golf courses from May to October each year delivering approximately 50,000 rounds of golf to members and green fee users annually. Operations and course conditions are performing well resulting in high user satisfaction survey ratings and annual increases in revenue from 5% to 9% since 2018.

Operations were able to adjust for COVID-19 impacts, with the courses opening on May 22nd and maintaining high utilization levels throughout the year. This provided valuable recreational activity to the public during the pandemic. The courses also continue to provide opportunities for passive recreation in the off season for activities such as walking, snowshoeing, and cross country skiing. Informing the community of these passive recreation opportunities will be a focus moving forward to improve overall utilization of the courses.

Golf Services continues to improve the quality of services offered, as well as budget performance. Administration recommends maintaining current Golf service levels with a focus on promoting and developing the sport of golf within the community, as these services provide a premium outdoor recreation experience, accessible to a wide range of user groups and demographics.

DISCUSSION

Background

Municipal golf services have a long history in the City, with Strathcona golf course opening in 1925, and Chapples golf course opening in 1949. The original master plan for the Chapples recreation area was formulated in the early 1940's which recognized that "in the stress of the time, people require mental and physical relaxation and golf courses provide this relaxation to a greater number of people than any other form of recreation". This reasoning still holds true today, as Golf Services is an important part of the outdoor recreation services offered by the City.

Municipal golf courses play an important role for the sport by providing accessible and affordable options to access this form of recreation. Public courses provide the community a valuable service by acting as an entry point to the game of golf, which ultimately has a positive effect on the overall number of golfers locally. This role will continue to be the focus of Golf Services moving forward, through a balance of competitive rates, strategic marketing, and diverse programming.

COVID-19

Golf Services was able to operate in 2020 through the pandemic, providing valuable recreation opportunities to the public. Some changes on the golf course included removing ball washers, bunker rakes, and placing pool noodles in the putting green cups so a golfer could remove their golf ball without touching the flag stick. In addition, physical distancing signs were placed throughout the property and exit protocol signage asking golfers to exit the facility upon finishing the round. Golf carts also had clear barriers installed in the centre so that two golfers could continue to use a single cart.

Due to the sport of golf being played in an outside environment within large expansive areas, golfers were able to comfortably physically distance and safely enjoy the game. As a result course utilization was consistently high throughout the season.

Members and Course Utilization

The recreation of golf attracts a diverse demographic that is not often seen with other sports, with ages of participants ranging between 5 years old and some into their 90's. In order to improve course utilization our goal is to attract more users from the community by offering a variety of purchase options, high quality course conditions, and customer service excellence. The attached "Figure 1 - Golf Rounds Comparison 2017-2020", "Figure 2 – Total Member Rounds 2020", and "Figure 3 – Membership Totals" illustrate the range of ages and users currently utilizing the courses.

Senior golf memberships sold over the last 4 years represent 53% - 59% of the total membership rounds since 2017. Both golf courses provide a low impact recreational activity for seniors and a

social opportunity to improve mental health as they join other seniors who enjoy the sport of golf.

The men's and ladies clubs operate under organized committees including approximately 350 members in total. The clubs attract membership to the courses and green fee's through the social connection to friends and a little competition through regular tournaments during the season.

Our City junior program attracts approximately 50-75 juniors annually that play an 8 tournament tour schedule during the year focusing on fun. Tournaments are played at both Strathcona and Chapples with a lot of community business sponsorship and support. Boys and girls between the ages of 7 and 18 learn the life skills of respect, honesty, empathy, and communication as they commit to also learn the game of golf.

Community Benefits and Events

Chapples and Strathcona golf courses host many group events throughout the season including men's and ladies club events, junior golf tour events, school physical education classes from the elementary and high school level, Superior Secondary School Athletic Association (SSSAA) high school competitive match play events, Thunder Bay District Golf Association events, and charity golf events.

Each season various schools book outings to the driving range and golf course in the spring and fall. Pope John Paul and Bishop Gallagher have brought groups in excess of 80 kids to learn the basics of golf on the driving range and putting green. Some high schools will bring the physical education classes for a week on the driving range and then later in the week they try out the skills they have learned with a round on the golf course.

Our municipal golf courses have donated approximately 400 tee times each season to SSSAA competitions including hosting NWOSSA competitions over the years. We are thrilled to be involved in the high school competition program and to facilitate these competitions. In 2020, during the pandemic, golf was the only sport that SSSAA was able to provide in a safe environment.

Community charity events held at Chapples and Strathcona golf courses raise over \$75,000 per year. Examples of these events and the funds raised include:

- Canadian Mental Health Association - \$84,000 over 3 years
- Mayor's Mulligan (PRO Kids) - \$126,000 over 16 years
- Alzheimer's Society - \$160,000 over 8 years
- Fall Classic Charity (Shelter House) - \$100,000 over 20 years
- Chapples Ladies 3 Gal. (Arthritis Society) - \$75,000 since inception
- Chapples Men's Invitational - \$75,000 since inception

During the winter of 2020, Chapples was proud to host the Special Olympics Winter Games snowshoeing at Chapples. This event showcased the property and brought out many people to try the activity of snowshoeing during the winter.

Operational and Budget Performance

Golf operations annual revenues have increased steadily from \$1.45M in 2017 to \$1.78M in 2020, offsetting the majority of the direct costs to deliver Golf Services. Since 2017 Golf operations have increased revenues and lowered operating costs consistently, resulting in a reduced overall operating cost to the City. Historically, more than \$400,000 has been budgeted over the projected revenues to cover the costs of delivering golf services. Net direct operating cost to deliver golf services in 2020 is projected to be \$34,841 (refer to Table 1 below).

TABLE 1: Golf Services - Operating Budget Costs and Revenues

	2017	2018	2019	2020 (projected)
Actual Direct Costs	\$1,986,980	\$1,918,378	\$1,923,915	\$1,812,205
Actual Revenues	\$1,453,502	\$1,553,685	\$1,631,415	\$1,777,364
Actual Cost to Operate	\$533,478	\$364,693	\$292,500	\$34,841

In addition to the direct costs outlined in Table 1, annual indirect costs of approximately \$210,000 are charged to Golf Services at year end, which represent supporting administrative and overhead costs that are managed outside of the Golf program. The capital budget for Golf Service in recent years has included \$95,000 for equipment replacement/renewal, and \$30,000 for grounds maintenance annually.

Improvements in operational performance can be contributed to a variety of factors. The dedicated Golf Services team continues to make improvements each season on the golf course to consistently provide golfers a quality experience. Operational improvements such as implementation of digital point of sale software solutions have increased course utilization through online booking, improved control over the operation, and provided valuable information to manage the operation and make key decisions.

The Grant Thornton program and services review estimated a savings of \$100,000 annually if both golf courses were closed. This was based on saving the planned costs to operate, approximately \$400,000, compared to the cost to maintain the properties as park land, approximately \$300,000. Based on the budget performance of the last two years, no savings would have been realized using this approach in 2019, and it would have cost \$267,000 more to have maintained the golf courses as park land in 2020.

Golf Services also includes skilled and trained grounds crew that provide turf maintenance support for Parks soccer and baseball fields when necessary, playing an instrumental role preparing and maintaining the turf at Baseball Central and Port Arthur Stadium for the U18 Baseball World Cup in 2017. These transferrable services and knowledge are of great value and will continue to be a part of an integrated service approach for infrastructure maintenance and renewal.

Opportunities

Promoting passive use of the golf courses during the winter has been identified as an opportunity moving forward. Providing suggested routes on the properties through local trail apps and onsite mapping/signage will help guide users around the property safely with reduced risk of damaging sensitive golf greens and tee boxes. Informing the community of these passive recreation opportunities will improve overall utilization of the courses and provide additional value to the public.

Marketing will continue to be developed and offered to improve course utilization during slow periods, and to attract new golfers and increase revenues. Promotions such as Pay Per Hole, Kids Golf Free, Two Bucket Tuesday's and Twilight Specials have proven to be effective and will continue to be improved upon moving forward.

FINANCIAL IMPLICATION

There are no financial implications associated with this report.

CONCLUSION

This report is presented for information. Administration recommends maintaining current Golf service levels as the courses provide valuable outdoor recreation opportunities for the community, both through Golf Services and passive use of the courses in the off season. Operating budget performance has consistently been improving over the last 4 years, the courses are in excellent condition, and user satisfaction ratings are high.

BACKGROUND

This report provides updates on current Golf Service operations.

REFERENCE MATERIAL ATTACHED:

Figure 1 – Golf Rounds Comparison 2017-2020

Figure 2 – Total Member Rounds 2020

Figure 3 – Membership Totals

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	January 4, 2021

Figure 1 - Golf Rounds Comparison 2017-2020

Strathcona and Chapples				
	2017	2018	2019	2020
	Total Rounds	Total Rounds	Total Rounds	Total Rounds
Daily Fee Rounds				
18 Holes Weekdays	1,749	2,901	1,850	2,637
18 Holes Weekends	1,160	764	1,998	2,259
9 Holes Weekdays	1,020	1,545	993	1,039
9 Hole Weekends	554	332	671	729
Junior	183	113	133	384
Child	159	165	121	141
Senior 75+	528	561	466	1,074
Senior 60+ 9 holes	-	-	-	619
Senior 60+ 18 holes	-	-	-	1,622
Pay per hole	-	2,853	3,212	5,046
Twilight - 9 holes	954	47	192	1,181
Twilight - 18 holes	117	884	1,176	1,188
Adult & Child - 9 holes	19	36	37	29
Adult & Child - 18 holes	7	23	32	20
Make-up Weekday	82	116	114	178
Make-up Weekend	68	98	100	121
Complimentary rounds	445	501	464	269
Staff rounds	297	238	179	225
Student special	-	10	24	24
Rain Check rounds	240	414	414	480
Special rounds	8,027	7,493	6,865	4,598
Total Green Fees	15,609	19,094	19,041	23,863
Member Rounds				
9 Hole member	1,328	1,897	2,292	2,673
18 Hole member	22,965	20,919	23,296	25,574
Total Member Rounds	24,293	22,816	25,588	28,247
Punch Card Rounds				
9 H Punch card rounds	447	618	520	712
18 H Punch Card rounds	1,746	2,118	2,101	2,625
Total Punch Card Rounds	2,193	2,736	2,621	3,337
Total Rounds	42,095	44,646	47,250	55,447

Figure 2 - Total Member Rounds 2020

Strathcona and Chapples					
				18 holes	9 holes
*Blended - Adult				602	48
*Blended - Older Adult	Senior 60+			1,654	32
Chapples - Single Adult				176	12
Chapples - Single Older Adult	Senior 60+			1,225	45
Child (13 and under)				472	164
**Double Unlimited - Adult				2,376	292
**Double Unlimited - Older Adult	Senior 60+			8,278	312
Intermediate (22-35)				2,459	315
Junior (14-18)				1,137	621
Monday to Friday - Adult				182	2
Monday to Friday - Older Adult	Senior 60+			545	2
Strathcona - Single Adult				1,811	111
Strathcona - Single Older Adult	Senior 60+			2,530	107
Student (19-24)				1,147	459
Youth (19-21)				17	3
***All Members Category				963	148
Total	28,247	(Combined)		25,574	2,673
User Group Statistics					
	Rounds		Percentage of Overall Member Rounds		
Senior rounds	14,730		52%		
Junior rounds	2,394		8%		
Regular Rounds	5,612		20%		
Intermediate Rounds	2,774		10%		
Student/Youth Rounds	1,626		6%		
Combination of categories	1,111		4%		

* Blended - Reduced membership fee plus \$10 round fee

** Double Unlimited - Full membership for both Chapples and Strathcona

*** All Members Category - Member rounds tracked separate due to booking info missing

Figure 3 - Membership Totals

2018-2020 Memberships - Strathcona and Chapples

Membership Type	Amount Sold		
	2018	2019	2020
Blended Adult Membership	23	26	17
Blended Older Adult Membership	53	61	43
Chapples Single Adult Membership	11	9	5
Chapples Single Older Adult	26	22	21
Child Membership (8-13)	57	48	29
Junior Membership (14-18)	33	43	70
Family Child Membership (8-13)	22	9	10
Family Junior Membership (14-18)	7	5	11
Full Adult Membership	47	42	40
Full Older Adult Membership	98	122	118
Intermediate Membership (22-35)	47	83	73
Monday to Friday Adult			
Monday to Friday Older Adult	12	12	15
Strathcona Adult Single Membership	29	30	24
Strathcona Older Adult Single Membership	51	49	46
Student Membership	21	57	57
Youth Membership (19-21)	5	4	0
Annual Total	542	622	579

MEETING DATE 01/11/2021 (mm/dd/yyyy)

SUBJECT Private Lead Water Service Replacement Program – Loan Envelope

SUMMARY

Memorandum from Mr. C. Campbell, Manager - Central Support, dated November 26, 2020 containing a motion recommending that City Council establish a loan envelope of up to \$1,350,000 to support the Private Lead Water Service Replacement program.

RECOMMENDATION

With respect to this memo, we recommend that City Council establish a loan envelope of up to \$1,350,000 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);

AND THAT Administration will 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.

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.

ATTACHMENTS

1 Memo from C. Campbell

Memorandum

TO: Mayor & Council

FROM: Charles Campbell, Manager

DATE: November 26, 2020

SUBJECT: Private Lead Water Service Replacement Program – Loan Envelope

Administration is recommending the following motion to achieve the intent of Council's motion to provide a Private Lead Water Service Replacement Program. Administration recommends Council approve an appropriate loan envelope, which is based on reasonable use of operating cashflow, and is equivalent to Council's direction to commit \$100,000 from the Stabilization Reserve Fund due to lost interest income and administrative cost over time.

In the 2020 Budget, Council approved \$50,000 from the Stabilization Reserve Fund to fund a Private Lead Water Service Replacement Program. The funding was initially intended to be a grant program, however, in June 2020 Administration recommended the program be an interest free loan program as it would provide an opportunity to assist a greater number of residents. 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.

Given that the program has transitioned from a grant program to a loan program, it is not appropriate to continue to budget an annual contribution from the Stabilization Reserve Fund where the cost to administer the program is lost interest and administrative costs. Operating budgets are annual envelopes but loans will be outstanding for 5 to 10 years and the City does not record lost interest on operational decisions.

At this time, Administration is committing to manage the loan program within existing budgeted resources. Using current interest rates it is estimated that if \$1,350,000 in Interest Free loans were issued, the resulting loss of investment income over the life of the loans would be \$100,000. Presuming that all loans are for \$3,000, the City can issue 450 loans.

The result of the motion is that over the life of the approved loan envelope lost interest income will approximate the funding that Council committed to the program. It will also significantly simplify administrative workload on an annual basis and ensure that the envelope of loans will be identified with certainty.

There is now an existing loan portfolio that can be used to estimate the number of residents who take a 5 year or 10 year option. There are currently 24 active loan applications for the Private Lead Water Service Replacement Program, 18 of which have been completed at this time. The other 6 are being finalized. All loans advanced thus far time have been 5 year terms, although it is estimated that 10% of loans will be 10 year terms over the life of the program.

The following is proposed for Council's consideration:

With respect to this memo, we recommend that City Council establish a loan envelope of up to \$1,350,000 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);

AND THAT Administration will 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.

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.

c.c. Norm Gale, City Manager
Executive Management Team
Emma Westover, Director - Finance
Michelle Warywoda, Director – Environment Division
Krista Power, City Clerk

MEETING DATE 01/11/2021 (mm/dd/yyyy)

SUBJECT Electrical and Electronic Equipment Program – Collection Site Operator Agreement

SUMMARY

Memorandum from Mr. J. Sherband, Manager - Solid Waste and Recycling Services, dated December 17, 2020 containing a motion recommending that the City of Thunder Bay enter into a “Collection Site Operator Agreement” with Electronic Products Recycling Association (EPRA).

RECOMMENDATION

With respect to the Memorandum from Mr. J. Sherband, Manager – Solid Waste and Recycling Services, dated December 17, 2020, relative to the Electrical and Electronic Equipment Program, we recommend that the City of Thunder Bay enter into a “Collection Site Operator Agreement” with Electronic Products Recycling Association (EPRA);

AND THAT the Mayor and Clerk are authorized to execute this Agreement and any other necessary documentation related to the agreement;

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

ATTACHMENTS

Memorandum from J. Sherband

MEMORANDUM

TO: Mayor Mauro and Members of City Council

FROM: Jason Sherband, Manager - Solid Waste and Recycling Services

DATE: December 17, 2020

RE: Electrical and Electronic Equipment Program – Collection Site Operator Agreement

The purpose of this memorandum is to provide an update on the Provincial Waste Electrical and Electronic Equipment (EEE) Program and seek City Council approval to enter into a Collection Site Operator Agreement with Electronic Products Recycling Association (EPRA).

The EEE Program manages end-of-life and unwanted electronics from display devices to computers, home audio/video systems, and cellular devices. End-of-life and unwanted electronics are dropped off at authorized collection sites. Material is then sent to audited and approved specialized recyclers for processing.

The Minister of the Environment, Conservation and Parks directed Ontario Electronic Stewardship (the industry funding organization that operates Ontario's current EEE program) to wind-up the Program by December 31, 2020 to enable the transition of EEE to individual producer responsibility under the new provincial regulatory framework.

As of January 1, 2021, the new Waste Electrical and Electronic Equipment (EEE) regulation comes into effect, making producers of these designated products individually accountable and financially responsible for collecting and reusing, refurbishing or recycling their products when consumers discard them.

The City of Thunder Bay operates one full-time Electronic Waste Recycling Depot located at the Thunder Bay Solid Waste and Recycling Facility. In order for the City of Thunder Bay to continue receiving financial compensation for the collection of EEE at the depot, we must enter into a formal agreement with a Producer Responsibility Organization (PRO). Administration recommends entering into a Collection Site Operator Agreement with EPRA. This organization is an established PRO, and the organization administering the previous EEE program on behalf Ontario Electronic Stewardship, which will allow for a seamless transition for the City.

The financial compensation the City will receive as a result of the agreement with EPRA will remain the same, which based on historical tonnages for program electronics collected, is anticipated to be approximately \$25,000 annually.

The City's legal counsel has reviewed the agreement on behalf of the City of Thunder Bay and has no concerns.

Based on the above, the following recommendation is provided for Council's consideration.

With respect to the Memorandum from Mr. J. Sherband, Manager – Solid Waste and Recycling Services, dated December 17, 2020, relative to the Electrical and Electronic Equipment Program, we recommend that the City of Thunder Bay enter into a "Collection Site Operator Agreement" with Electronic Products Recycling Association (EPRA);

AND THAT the Mayor and Clerk are authorized to execute this Agreement and any other necessary documentation related to the agreement;

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

Yours truly,

Jason Sherband

pc Norm Gale, City Manager
 Krista Power, City Clerk
 Kerri Marshall, GM – Infrastructure and Operations
 Michelle Warywoda, Director – Environment

MEETING DATE 01/11/2021 (mm/dd/yyyy)

SUBJECT Red Light Camera Report

SUMMARY

Memorandum from Ms. K. Dixon, Director - Engineering & Operations, dated January 4, 2021 advising Committee that the report relative to the above noted will be presented in March 2021.

ATTACHMENTS

1 Memorandum from K. Dixon

Memorandum

TO: Members of Council

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

DATE: January 4, 2021

SUBJECT: Red Light Camera Report
January 11, 2021 Committee of Whole Meeting

The resolution in Report 175/2019 was carried by Council directing Administration to explore the implementation of a Red Light Camera program as outlined in the report. Administration was to report back by January 2021. Considerable data collection and analysis has been required to obtain the required traffic statistics, and in the end an outside consultant had to be engaged to complete the business case. In order to have sufficient time to complete a full review of the business case and incorporate information into a cohesive Corporate Report, Administration will be bringing the report in March 2021.

KD

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

MEETING DATE 1/11/2021 (mm/dd/yyyy)

SUBJECT Accessibility Advisory Committee Minutes

SUMMARY

Minutes of meetings No. 02-2020 held on February 13, 2020, for information.

ATTACHMENTS

1. ACCESSIBILITY ADVISORY COMMITTEE MINUTES 2020-2-13 -FINAL

ACCESSIBILITY ADVISORY COMMITTEE

Meeting No. 02-2020

Date: Thursday, February 13, 2020

Time: 1:30 P.M.

Location: Thunder Bay 55 Plus Centre

700 River Street, Thunder Bay

MEMBERS

Mr. K. Crites
Mr. J.P. Gamache
Mr. J. Gobeil
Ms. D. Hamilton
Ms. R. Harrison
Councillor R. Johnson
Ms. T. Lennox
Mr. M. Rubenick
Ms. T. Soderberg
Mr. B. Spare
Mr. J.R. Wheeler

SECTOR REPRESENTATIVE

Mental Health Representative
Mobility Disability Representative
Citizen Representative
Speech Impairment Representative
Service Agency Representative
Council Representative
Learning Disability Representative
Senior with a Disability Representative
Visually Impaired or Blind Representative
Hard of Hearing/Late Deafened Representative
Brain Injury Representative

OFFICIALS

Ms. K. Power	City Clerk
Mr. S. Garner	Municipal Accessibility Specialist
Ms. F. Track	Committee Coordinator

RESOURCES

Mr. B. Maxwell	Inclusion Services
----------------	--------------------

GUESTS

Mr. K. Jankowski	Contract Coordinator
Mr. G. Broere	Director – Asset Management
Mr. R. Furioso	Construction Services Supervisor
Mr. M. Vodrey	Project Manager - Stantec Architecture
Mr. M. Greatrix	Project Architect – Stantec Architecture
Mr. D. Ryall	Architectural Lead - Stantec Architecture
Mr. J. Kirychuk	Planner II – Development & Emergency Services

AGENDA

1. WELCOME AND INTRODUCTIONS

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

2. COMMUNICATION PROCESS

The Chair explained the communication process. Ms. T. Lennox agreed to keep the speakers list.

3. AGENDA APPROVAL

MOVED BY: Mr. J.P. Gamache
SECONDED BY: Ms. D. Hamilton

WITH respect to the February 13, 2020 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

The Chair, Mr. K. Crites, welcomed members from the Stantec Architectural Firm.

4.1 Multi Use Indoor Turf Facility

Mr. M. Vodrey, Project Manager – Stantec Architecture, Mr. D. Ryall, Senior Architectural Technologist – Stantec Architecture and Mr. M. Greatrix, Project Architect – Stantec Architecture, provided an overview of the design of the proposed Multi-Use Indoor Sports Facility and responded to questions.

Items discussed included the following:

- Safe access to the building from Recreational paths and Transit stops
- Transit has been extended onto the facility grounds
- Accessible parking spots
- Ensure there are no trip hazards on walkways

- Recreational paths clearly marked for pedestrian and cyclists with tactile mark down the centre for cane detection
- Automated doors, well defined access
- Accessible service areas
- Large meeting
- Washrooms and change facilities fully accessible
- Seating and companion seating on second floor
- Accessible elevator and 8 hour back up generator for emergency purposes
- Emergency system utilizes both horns and strobes
- Exits are 10mm high
- Utilized London Building Standards and CNIB Building Standards
- Capacity of 868 people
- Dedicated storage for local sports clubs
- Walking track is fully accessible, 2 m wide and can only be accessed at specific points to limit cross traffic
- Green building – LEAD Gold - standard they are trying to achieve
- Tender will be ready prior to June 2020

The Chair thanked the Stantec Architecture team for making their presentation.

The meeting recessed for a coffee break at 2:35 P.M.

The meeting reconvened at 2:45 P.M.

The Chair, Mr. K. Crites, welcomed Ms. L. Chevette.

4.2 Community Safety & Well-Being Planning

Ms. L. Chevette, Coordinator – Thunder Bay Crime Prevention Council provided an overview relative to the above noted.

Document entitled “Community Safety & Well Being Consultation Session” was provided with the agenda on Thursday, February 6, 2020 for information.

Discussion was held relative to the above noted.

Member’s provided the following responses to the three questions contained in the above noted document:

1. In your opinion, what are the top 5 things that contribute to a vibrant, safe and healthy Thunder Bay?
 - free movement, no fear
 - eye contact with individuals you are passing

- access to facilities
- respect
- inclusion to festivals and events
- lighting
- access to services such as SOS and other health care needs
- more police presence
- approachable security guards and police
- more night patrols/police presence
- community engagement
- street lighting

2. In terms of community safety and well-being, what are your top 5 areas of concern?

- types of crime occurring in Thunder Bay
- customer service, patience goes a long way
- respect
- heavy criminal activities
- crime against marginalized individuals
- victim services
- lack of access/long wait times to: mental health care, addiction treatment, housing, affordable healthy foods
- attitudes of police/security and medical staff
- dehumanization of people needing help
- police not taking crime against people with disabilities seriously
- city street lights that are burnt out are not being replaced after report has been provided
- speeding
- insufficient by-law enforcement - vehicles and other obstructions on sidewalks (sandwich boards, shopping carts)
- snow removal- pedestrian crosswalks and sidewalks

3. What are the top 3 priorities our community should focus on to improve safety and well-being for everyone in Thunder Bay?

- access to health care services – mental health, addictions
- affordable housing
- healthy food
- increase police enforcement
- customer service training
- respect
- community outreach
- pedestrian safety
- youth and public engagement

5. MINUTES OF PREVIOUS MEETING

The Minutes of Meeting No. 01-2020 Accessibility Advisory Committee, held on January 16, 2020, to be confirmed.

MOVED BY: Ms. T. Lennox
SECONDED BY: Mr. J.P. Gamache

THAT the Minutes of Meeting No. 01-2020 of the Accessibility Advisory Committee, held on January 16, 2020 to be confirmed.

CARRIED

6. MULTI YEAR ACCESSIBILITY PLAN

Mr. S. Garner, Municipal Accessibility Specialist, provided an update relative to the above noted.

Copies of the Draft Multi Year Accessibility Plan will be provided with the March 12, 2020 Agenda Package. Discussion to be held relative to the above noted at the next AAC meeting scheduled for Thursday, March 12, 2020.

7. ANNUAL OPEN HOUSE

Discussion was held relative to the above noted. Some of the ideas discussed were:

Theme: Mental Health
Locations: City Hall, Mall, Community Centre
Trade Show atmosphere
Date: May 28th or September/October

Further discussion to be held relative to the above noted.

8. TRANSIT DRIVERS APPRECIATION DAY – MARCH 18, 2020

Ms. F. Track, Committee Coordinator provided an overview relative to the above noted.

On March 18, 2020 Members of the AAC will be providing coffee and a treat to acknowledge the City of Thunder Bay Transit Driver's at City Hall.

Members were asked to provide their availability for the morning or afternoon on March 18, 2020, and to provide suggestions via email or by phone to Ms. F. Track, as to the nature of the treat to be provided to the Transit Drivers.

Follow up to be provided at the next meeting of the AAC.

9. ROUNDTABLE OF ACCESSIBILITY ISSUES

Committee members to report on accessibility issues encountered in the community.

Deferred.

10. WORKING GROUP UPDATES

Deferred.

11. BUSINESS ARISING FROM PAST MEETINGS

11.1 Terms of Reference

Mr. S. Garner provided an overview relative to the above noted.

Discussion relative to the above noted will be scheduled at the April 9, 2020 meeting of the AAC.

12. NEW BUSINESS

13. NEXT MEETING

*Reminder: The Accessibility Advisory Committee will be meeting at the Thunder Bay 55 Plus Centre, 700 River Street, in the New Year on the following dates:

AAC 2020 Meeting Schedule

- March 12, 2020
- April 9, 2020
- May 14, 2020
- May 2020 – Open House (date to be confirmed)
- June 11, 2020
- September 10, 2020
- October 8, 2020

- November 12, 2020

14. ADJOURNMENT

Corporate Report

DEPARTMENT/ DIVISION	Community Services - Facilities, Fleet, and Energy Management	REPORT NO.	R 6/2021
DATE PREPARED	12/15/2020	FILE NO.	
MEETING DATE	01/11/2021 (mm/dd/yyyy)		
SUBJECT	Purchase of Six (6) Low Floor Specialized Transit Buses		

RECOMMENDATION

WITH RESPECT to Report R 6/2021(Community Services – Facilities, Fleet, and Energy Management), we recommend the contract for the purchase of six (6) new low floor specialized transit buses in the amount of \$1,313,632.32 (inclusive of HST) be awarded to Creative Carriage Ltd of Saint George, Ontario;

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

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

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

EXECUTIVE SUMMARY

This report recommends the purchase of six (6) low floor specialized transit buses as part of the 2020 approved Capital Budget. Four of these buses will be part of our cyclical replacement plan and will replace units that have reached and/or exceeded their expected life cycle of seven (7) years for this class of asset. The other two (2) units are a planned expansion to the Lift + Transit system.

The procurement of the buses is consistent with the City of Thunder Bay's Metrolinx Joint Procurement Initiative agreement. Funding for this purchase is part of a successful Investing in Canada Infrastructure Program (ICIP) application. The ICIP program has the Federal and Provincial Governments contributing a combined 73.33% for the purchase. The City will be contribute the remaining 26.67% for the purchase.

DISCUSSION

The long term Fleet Asset Management Plan includes the cyclical replacement of Fleet assets to optimize life cycle costs and ensure the corporate fleet remains safe and reliable, and continues to meet specific operational requirements.

The approved Facilities, Fleet and Energy Management (Asset Management) 2020 Capital Budget included funding for the replacement of four (4) specialized transit buses and the purchase of two (2) expansion units.

The vehicles being replaced range in age from seven (7) to nine (9) years old, and have reached and/or exceeded their expected seven (7) year life cycle for this class of asset.

Consistent with Report No. R 77/2020 (Community Services - Asset Management), the City of Thunder Bay continues as a member of, and participant in the Metrolinx Multi-Year Agreement for the Joint Transit Procurements Initiative ending March 31, 2024.

Metrolinx has completed a Joint Transit Procurement Initiative for the purchases of new low floor specialized transit buses. The results include a multi-year purchase option with Creative Carriage of Saint George Ontario, the lowest compliant bidder, for the purchase of specialized transit buses in 2020 and 2021.

The vehicle specifications of the units being purchased have been reviewed and approved by both the Manager – Fleet Services, and the Manager – Transit Services.

FINANCIAL IMPLICATION

Low Bidder Creative Carriage –six units inclusive of HST	\$ 1,313,632.32
Less HST Rebate	<u>(\$130,665.73)</u>
Net Cost	\$ 1,182,966.59

2020 Budget - Purchase of six Low Floor Specialized Transit Buses Funding Summary

Funding Investing in Canada Infrastructure Program (ICIP)

Federal Government	40.00%	\$473,186.64
Provincial Government	33.33%	\$394,282.76
City of Thunder Bay	26.67%	<u>\$315,497.19</u>
Total Net Funding		\$1,182,966.59

There are sufficient funds in the existing 2020 Capital budgets for the purchase to proceed as recommended.

CONCLUSION

It is concluded that the contract for the purchase of six (6) Low Floor Specialized Transit Buses be awarded to Creative Carriage Ltd in the amount of \$ 1,313,632.32 (inclusive of all taxes), and that the purchase proceed as tendered.

BACKGROUND

At the July 27, 2020 City Council meeting the following recommendations were ratified.

With respect to Report No. R 77/2020 (Community Services - Asset Management), we recommend the City of Thunder Bay continue as a member of, and participant in the Metrolinx Multi-Year Agreement for the Joint Transit Procurements Initiative ending March 31, 2024;

AND THAT the Manager Fleet Services be designated as Thunder Bay's representative and signatory for business relating to the Metrolinx Transit Joint Procurements Initiative Steering Committee along with the Manager, Supply Management (or designate) being designated as the Alternate Member;

AND THAT the Mayor and City Clerk be authorized to sign any necessary agreements related to any contract;

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

REFERENCE MATERIAL ATTACHED:

None.

PREPARED BY: DOUG GLENA, MANAGER – FLEET SERVICES

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kelly Robertson, General Manager, Community Services	January 4, 2021

Corporate Report

DEPARTMENT/ DIVISION	Community Services - Recreation & Culture	REPORT NO.	R 4/2021
DATE PREPARED	12/14/2020	FILE NO.	
MEETING DATE	01/11/2021 (mm/dd/yyyy)		
SUBJECT	2021 Community, Youth & Cultural Funding Program Recommendations		

RECOMMENDATION

WITH RESPECT to Report R 4/2021 2021 Community, Youth & Cultural Funding Program Recommendations (Community Services - Recreation & Culture), we recommend that the report be received;

AND THAT \$56,293 be designated for potential emergency requests related to COVID-19 in 2021;

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

EXECUTIVE SUMMARY

This report provides information on the recommended Community, Youth & Cultural Funding Program allocations for the 2021 fiscal year, as contained in the 2021 operating budget submission for Council's consideration.

The Community, Youth & Cultural Funding Program is the Council-approved mechanism by which the City of Thunder Bay invests in and supports the operation and sustainability of non-profit community, youth and cultural organizations that:

- Have a community, youth, or culture-sector focus/mandate.
- Are incorporated non-profit or charitable organizations or, for project grants only, individual artists or non-incorporated collectives which operates on a non-profit basis.
- Have a clearly stated purpose and function and be fully responsible for the planning and provision of its services.
- Are operating from a location in the City of Thunder Bay and carry out programs in this community for the benefit of its people.
- Extend services to the general public in Thunder Bay, and accommodate for needs related to race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex (including

- pregnancy and gender identity), sexual orientation, age, marital status, family status and disability, unless to do so would cause undue hardship.
- Have an independent, active governing board composed of volunteers and a considerable volunteer component.
- Demonstrate need for the requested funding and provide evidence that funds are confirmed/projected from a variety of other sources (i.e. donations/sponsorships, user fees, other government sources).

There are three types of funding available through this program:

- Sustaining Grants
- Operating Grants
- Project Grants.

This report speaks to recommended funding allocations for 2021 as per Council's approved Funding Model, which details eligibility criteria, review and appeal processes.

DISCUSSION

2021 Requests & Recommendations

Nineteen (19) applications requesting a total of \$3,035,472 were received for 2021 Community, Youth & Cultural Funding Program Operating and Sustaining Grants. Attachment A provides a summary of all 2021 requests.

After completion of the review and appeal process, eighteen applications are recommended for funding in 2021. The total amount recommended for Operating and Sustaining Grants is \$2,788,807.

An additional \$47,600 is included in 2021 budget for Project Grants to be allocated within the 2021 fiscal year. This brings the overall recommended Funding Program total for 2021 to \$2,836,407. The recommended allocations as included in 2021 budget are presented below.

Sustaining Grants

Sustaining Grant recipient organizations are an integral part of the City of Thunder Bay's identity, fill a service void, positively affect quality of life, and generate an economic benefit.

The Administrative Review Team's Sustaining Grant recommendations are required to fall within the annual City budget directive amount, except where an existing Service Agreement provides for a higher increase. Up to a 2% increase was the standard recommended for organizations that requested and demonstrated need for an increase over 2020 levels, consistent with budget directives, with some exceptions where further increases were warranted.

In addition to base funding, some organizations requested increases specific to continued, increased expenses related to COVID-19.

In some cases, additional funding was recommended as a one-time expansion for purposes other than COVID-19 mitigation. The Thunder Bay Museum submitted an emergency request to fund the cost of hiring security to address increasing concerns over safety and security of staff and patrons. An additional \$27,459 has been included in the Museum's funding recommendation as a one-time allocation to help cover costs of mobile patrol/security visits.

Attachment A lists organizations that were recommended for one-time increases above their base funding recommendation.

The amount of \$2,638,059 is recommended for the following ten (10) Sustaining Grant applicants, which represents each organization's full funding recommendation for 2021, including one-time increases:

Community Funding

- | | |
|--|------------|
| 1. Regional Food Distribution Association | \$ 100,000 |
| 2. Thunder Bay Emergency Shelter (Shelter House) | \$ 414,700 |

Youth Funding

- | | |
|--------------------------------------|------------|
| 3. Boys & Girls Clubs of Thunder Bay | \$ 122,300 |
|--------------------------------------|------------|

Cultural Funding

- | | |
|--|------------|
| 4. Definitely Superior Art Gallery | \$ 68,900 |
| 5. Magnus Theatre Company Northwest | \$ 143,000 |
| 6. Northwestern Ontario Sports Hall of Fame and Museum | \$ 70,500 |
| 7. Thunder Bay Art Gallery | \$ 271,300 |
| 8. Thunder Bay Community Auditorium | \$ 741,400 |
| 9. Thunder Bay Historical Museum | \$ 455,959 |
| 10. Thunder Bay Symphony Orchestra | \$ 250,000 |

Total Sustaining Grants	<u>\$2,638,059</u>
--------------------------------	---------------------------

The overall Sustaining Grant recommendations decreased in 2021 because the Children's Aid Society (CAS) Outreach Program was suspended indefinitely due to staff leave. CAS did not apply in 2021 and funding program staff are continuing to follow up with the organization regarding program status and anticipated future need from this program. Some organizations were also provided with one-time increases in 2020, with the understanding that 2021 funding would return to levels consistent with the previous year.

Operating Grants

Operating Grant recipient organizations are considered by Council to have an ongoing presence in Thunder Bay and a track record of providing quality programming or services. This grant is designed to support a range of community, youth, and cultural organizations.

The Grant Review Team's Operating Grant recommendations for 2021 were not to exceed \$195,000 and Administration considers this cap to be appropriate for 2022 given 2021 applications and recommended allocations.

The amount of \$150,748 in operating funding is recommended for the following seven (7) organizations:

Community Funding

1. Community Clothing Assistance	\$ 25,000
2. Lakehead Social Planning Council	\$ 31,586
3. New Directions Workers Resource Centre	\$ 10,000
4. Northwestern Ontario Women's Centre – Good Food Box	\$ 10,189

Youth Funding

5. Evergreen a United Neighbourhood	\$ 30,000
6. Roots to Harvest	\$ 25,473

Cultural Funding

7. Community Arts and Heritage Education Project (CAHEP)	\$ 18,500
--	-----------

Total Operating Grants \$ 150,748

Project Grants

Project grants are one-time, short-term funding awarded to non-profit community, youth and cultural organizations and individual artists. These grants are meant to be part of the financial support of a project but not the sole support.

\$47,600 is included in 2021 budget to be allocated based on applications received through two intakes within the fiscal year.

In 2020, non-profit community sport organizations were eligible to apply to the program for under the pilot expansion of eligibility criteria approved by Council for 2019-2020 (R1/2019 – 2019 Community Youth & Cultural Funding Program, Community Services - Recreation & Culture). A new focus area of Anti-Racism & Reconciliation was also added to the project grant category. The COVID-19 Pandemic appears to have impacted the number of project applicants to the program overall as most projects were postponed or cancelled in 2020 due to gathering limits. Staff will continue to pilot this new focus area into 2021 with targeted marketing to organizations that fill gaps in the community related to Anti-Racism & Reconciliation.

Requests for 50th anniversary projects were also received and allocated through the CYCFP process with multiple intakes between 2019-2020.

Projects funded in 2020 included:

50th Anniversary Funding

1.	Biljana Baker – <i>50 Years of Thunder Bay Artists</i>	\$	3,750
2.	Superior Theatre Festival - <i>undercurrents</i>	\$	7,500
3.	TBSO/TBPL – <i>From home commissioned piece</i>	\$	8,500

Anti-Racism & Reconciliation Funding

4.	Annette Pateman – <i>Black History Month Workshops</i>	\$	3,600
----	--	----	-------

Cultural Funding

5.	Mindful Makers – <i>Mobile Arts Programming</i>	\$	7,000
----	---	----	-------

Sport Funding

6.	Thunder Bay Tennis Centre – <i>Coaches' Training</i>	\$	7,500
----	--	----	-------

Total 2020 Project Grants \$ 37,850

\$47,600 has been included in 2021 CYCFP budget for Project Grants to be allocated within the 2021 fiscal year. It is anticipated that total allocation of funds will increase from 2020 amounts if gathering restrictions associated with COVID-19 are lifted or lessened in 2021.

Impacts of COVID-19 Pandemic

The COVID-19 Pandemic impacted all organizations funded in this program. Many organizations lost a variety of revenues and faced a rise in costs related to new protocols (e.g. Cleaning, PPE, and increased staffing costs).

On April 27, 2020 City Council approved a \$235,000 COVID-19 Emergency Fund for Sustaining and Operating Grant recipients in the Community, Youth & Cultural Funding Program. In addition to regular 2020 CYCFP funding allocations, three funding intake periods were established specifically to provide relief for organizations with priority going to those providing emergency/essential services, and/or playing a coordinating role to meet basic needs like food and shelter. The following organizations were provided emergency funding (total amounts are listed in Attachment A):

- Shelter House
- RFDA
- Roots to Harvest
- NWO Women's Centre/Good Food Box
- Community Clothing Assistance.

Funding Program staff met with other funders (DSSAB, United Way, Thunder Bay Community Foundation, Thunder Bay Indigenous Friendship Centre and LSPC) to ensure that the various

funders could share information on types of funding available, recipients of funding and potential gaps in funding.

It is anticipated that many organizations will be dealing with the impacts of COVID-19 beyond 2021. At the time of the June application deadline for 2021 funding, organizations may not have been able to comprehensively anticipate continued or new COVID-19 impacts in 2021. The Pandemic continues to evolve and affect operations. Administration is therefore recommending that the 2021 budget for the Funding Program remain consistent with the approved 2020 budget (excluding one-time funding), despite the decrease in total recommended allocations, so that any difference in funding can be designated for in-year requests from organizations demonstrating a continued need for emergency funding related to mitigating COVID-19 impacts.

Community and Economic Impact

The Community, Youth & Cultural Funding Program contributes to community and economic development in Thunder Bay. Funding provided by the program helps organizations leverage contributions from other public and private sector sources and create and maintain jobs in Thunder Bay. These organizations provide valuable opportunities for citizens and visitors as volunteers, participants, clients and audience members.

In 2019, the Sustaining and Operating Grant organizations that are recommended for funding in 2021 collectively obtained an additional \$7.00 in operating revenue for every dollar invested through this Program. This includes \$5.60 of earned and fundraised revenue and \$1.40 of funding from other government sources. These organizations collectively provided paid work for over 645 individuals and volunteer opportunities for over 3,035 individuals. They engaged over 401,280 clients, participants, or audience members.

Please refer to Attachment C for an overview of the Funding Program impact based on 2019 financial and statistical data received.

FINANCIAL IMPLICATION

The total recommended amount of funding for all three categories of the Community, Youth and Cultural Funding Program for 2021 is \$2,836,407. This amount is submitted in the 2021 Operating Budget for Council's consideration.

The recommendation to maintain the 2021 CYCFP budget consistent with the approved 2020 budget in order to address potential emergency funding requests in 2021 related to ongoing impacts of COVID-19 represents an additional \$56,293.

CONCLUSION

It is concluded that the Community, Youth and Cultural Funding Program review process, as approved by Council, has been followed in the making of recommendations and that the

recommended financial allocations should be considered and approved within the 2021 Budget process.

It is further concluded that some organizations are expected to experience ongoing impacts of COVID-19, and therefore recommend that \$56,293 be designated for potential emergency funding requests in 2021.

BACKGROUND

Funding Program

The Funding Model for the City of Thunder Bay's support of Community, Youth & Cultural service organizations and projects has been adopted by City Council (Report No. 2007.195 (Office of the City Clerk) – F.A.R.G. and Cultural Funding Program Review – Ad Hoc Committee No. 2). It establishes three funding categories, Sustaining, Operating and Project Grants, and allows for multi-year funding terms for Sustaining and Operating Grants.

The program has been expanded and clarified over time, including the addition of the Youth Stream to the former Community & Cultural Streams (Report No. 2009.178 (Recreation & Culture); Report No. 2013.175 Youth Services Plan – Youth Services Advisory Committee Recommendations, Recreation & Culture and Municipal Child Care).

On January 16, 2017, Council approved changes to the Project Grant application process and budget, implementation of a recommendation cap on Operating Grants, adoption of budget directives for Sustaining Grants, and creation of a centralized Grant Review Team for all three streams of the Program (R11/2017 – 2017 Community, Youth & Cultural Funding Program and Proposed 2018 Program Changes (Recreation & Culture)).

On January 14, 2019, Council approved a pilot expansion of eligibility of the Project Grant Category in 2019-2020 to include community non-profit sport (R1/2019 – 2019 Community Youth & Cultural Funding Program. Community Services - Recreation & Culture). On March 3, 2020 Council also approved another pilot expansion of the same category to include Anti-Racism & Reconciliation projects with the first intake being October 2020.

In an effort to broaden eligibility for applicants in 2020, the program guidelines were also revised with the option for the Review Team to waive criteria stating that organizations receiving more than 80% funding from other levels of government would be ineligible for funding. This allows more opportunity for Indigenous organizations in particular to access funds for projects that may not be funded through their core funding but still considered of value/need for the community.

On December 9, 2020, Council approved a temporary amendment to the Funding Program eligibility criteria to allow existing Operating & Sustaining Grant recipients and outside organization that are not normally eligible to apply to the program due to percentage of funding received from government sources to apply for Project Grant funding for 50th Anniversary

Projects in 2020 (R189/2019 – 50th Anniversary of Amalgamation of Thunder Bay – 2020. City Manager's Office – Corporate Strategic Services and Office of the City Clerk).

A three-year funding history of applicant organizations is provided in Attachment A.

Funding Model

Eligibility

All applicants are required to demonstrate, and are evaluated on: financial need, governance, benefit to the community, evidence of funding from other sources and community support, in addition to other program-specific criteria.

Sustaining Grant organizations are required to have:

- Many years of demonstrated administrative competence;
- Budget practices and financial statements in accordance with Canadian generally accepted accounting principles;
- A track record of providing quality programming and/or services;
- Attendance/participation/demographic records that support their program and/or service;
- Employment practices that comply with applicable legislative requirements, as the case may be, such as the Employment Standards Act of Ontario, the Pay Equity Act of Ontario, and the Ontario Human Rights Code;
- A Board of Directors which will assume full responsibility for the administration of the funds or an agent acceptable to City Council;
- At least 5 years of successfully completed operating funding from the City.

The program does not provide funding for capital purposes and the program guidelines indicate that the funding is not to be used to cover deficits. When applied, this also encompasses payments related to previous deficits, and therefore the Committee reviews the debt level and debt service costs of applicants.

Review & Recommendation Process

As outlined in the Funding Model, applications are reviewed by administrative and community Grant Review Teams, the latter comprised of both staff and citizen members (Attachment B). The Grant Review Teams meet to determine the applicants' funding eligibility, review the applications in detail, and evaluate the applications based on the established, Council-approved criteria.

This process allows the Grant Review Teams to make informed recommendations for financial allocations that meet the requirements of the approved funding model.

The review process is also guided by the budget directions that Council has adopted for this Program, including application of the corporation's annual budget directive to Sustaining Grants,

an overall recommendation cap for Operating Grants, and a pre-approved total Project Grant budget to be allocated through application intakes within the fiscal year.

Appeal Process

Applicants are notified of their recommended funding allocation, term and rationale for recommendation. Sustaining and Operating Grant applicants are given the opportunity to appeal the recommendation and provide new information that they believe might change the substance of, strengthen, or clarify the information upon which the review team's recommendation was made.

Appeals are reviewed by the Appeal Committee in accordance with the process outlined in Report No. 2010.121 Community & Cultural Funding Program Appeal Committee (Recreation & Culture).

Upon reviewing the appeals, and where the Appeal Committee feels it is justified, funding recommendations are adjusted.

REFERENCE MATERIAL ATTACHED:

Attachment A - Request, Recommendation, and Allocation Summary

Attachment B - Community, Youth, and Cultural Funding Program Grant Review Teams

Attachment C – Impact of the Community, Youth, and Cultural Funding Program

PREPARED BY: Leah Prentice, Director – Recreation & Culture Division and Callie Hemsworth, Coordinator – Planning, Projects & Development

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kelly Robertson, General Manager, Community Services	January 4, 2021

ATTACHMENT A: 2018-2021 REQUEST, RECOMMENDATION & ALLOCATION SUMMARY

Organization	2018 Allocation	2019 Allocation	Approved 2020 Allocation	2020 COVID-19 Emergency (one-time) Funding	2021 Requests	Requested Term	Request % of Org's Total Budget	2021 Base Funding Recommendations	2021 One-Time Increase	2021 TOTAL Recommendation	Notes
Community Funding											
Regional Food Distribution Association	90,000	90,000	91,701	80,200	160,000	5	17	93500	6500	100,000	1
Shelter House	399,000	399,000	406,541	136,750	500,000	1	22	414,700		414,700	
Youth Funding											
Boys and Girls Club	120,000	120,000	122,268		120,000		28	122,300		122,300	
Children's Aid Society (Outreach)	69,100	69,100	70,406		0	n/a	n/a	n/a	n/a	n/a	2
Cultural Funding											
Definitely Superior Art Gallery	67,500	96,000	80,000		75,000	Yr 3 of 3	18	68,900		68,900	
Magnus Theatre	134,700	134,700	137,246		160,000	1	9	140,000	3,000	143,000	3
Northwestern Ontario Sports Hall of Fame	69,100	69,100	70,406		70,406	yr 3 of 3	26	70,500		70,500	
Thunder Bay Art Gallery	266,200	266,200	271,231		271,231	1	28	271,300		271,300	
Thunder Bay Community Auditorium	727,600	727,600	741,400		727,600	1	12	741,400		741,400	
Thunder Bay Historical Museum	412,300	412,300	420,092		490,762	Yr 3 of 5	73	428,500	27,459	455,959	4
Thunder Bay Symphony Orchestra	244,700	244,700	249,325		250,000	1	12	244,700	5,300	250,000	5
Total Sustaining	\$ 2,600,200	\$ 2,628,700	\$ 2,660,616	\$ 216,950	\$ 2,824,999			\$ 2,595,800	\$ 42,259	\$ 2,638,059	6
Operating Grants											
Community Funding											
Community Clothing Assistance	15,000	15,000	15,000	3,750	25,000	1	8	25,000		25,000	7
Lakehead Social Planning Council	31,000	31,000	31,586		40,000	1	3	31,586		31,586	
New Directions Workers Resource Centre	20,000	17,500	15,000		15,000	1	32	10,000		10,000	8
Northwestern Ontario Women's Centre	9,000	10,000	10,189	3,200	10,000	Yr 2 of 3	3	10189		10,189	
Youth Funding											
Evergreen a United Neighbourhood	30,000	30,000	60,000		55,000	1	52	30,000		30,000	
Our Kids Count			10,000		did not apply						
Roots to Harvest	22,500	25,000	25,473	11,100	25,473	Yr 2 of 3	3	25,473		25,473	
Wake the Giant					20,000	1	3	0		0	
Cultural Funding											
CAHEP	17,000	17,000	17,321		20,000	1	8.3	18,500		18,500	
Elemental Productions	2,500										
Total Operating	\$147,000	\$145,500	\$184,569	\$18,050	\$210,473			\$150,748		\$150,748	
Total Operating + Sustaining	\$ 2,747,200	\$ 2,774,200	\$ 2,845,185	\$ 235,000	\$ 3,035,472			\$ 2,746,548		\$ 2,788,807	

Project Grants (2020 requests)										
Annette Pateman (Anti-Racism workshop)			3,600							
Bitjana Baker (50th anniversary)			3,750							
Creative Arts Northern Network	5,000									
Hospice Northwest	3,000	2,000								
Mindful Makers (Mobile Programming)			7,000							
Superior Theatre Festival (50th anniversary)	5,000		7,500							
TBSO/TBPL (50th anniversary)			8,500							
Tennis Centre (Sport)			7,500							
Volunteer Thunder Bay		5,000								
Waverley Park Coalition	3,000									
Total Projects - to be allocated within fiscal year	\$ 16,000	\$ 7,000	\$ 37,850					\$ 47,600		9
<i>Total Available Project Budget</i>			<i>\$47,600</i>							
			Final 2020 Allocation						Final 2021 Recommendation	
Funding Program Total	\$ 2,763,200	\$ 2,781,200	\$ 2,883,035		\$ 3,035,472			\$ 2,794,148	\$ 2,836,407	10, 11
Notes										
1 - (RFDA): One-time increase for continued COVID-19 impacts.										
2 - (CAS): Outreach Program suspended indefinitely, no application submitted for 2021.										
3 - (Magnus Theatre): One-time increase for mitigating COVID-19 impacts										
4 - (Museum): Submitted a late emergency appeal to address security concerns that have increased during the Pandemic. One-time increase is recommended to address security concerns.										
5 - (TBSO): One time increase for mitigating COVID-19 impacts										
6 - Total Sustaining in 2021 is lower than 2020 because CAS is no longer operating their funded Outreach program										
7 - (CCA): Original recommendation was \$0 due to incomplete application. Appeal Committee recommended 1 year funding of \$25,000, conditional on receiving amended/accurate budget statement matching financial statement.										
8 - (Speakers' School) - Original recommendation was \$0. NDSS appealed and dropped request to \$10,000 during appeal process. Appeal Committee recommending 1 year of funding for \$10,000										
9 - Project Grant 2021 total is maximum available to allocate (actual amount is unknown at this time as application deadlines/reviews/allocations are done within year)										
10 - Funding Program Total may be less in 2021 depending on # of project applications received and allocated within year.										
11 - Recommendations in 2021 are \$56,293 less than 2020 budgeted amount. It is recommended this amount is included in 2021 budget in addition to total recommendations listed here for potential COVID-19 emergency requests.										

Attachment B

Community, Youth & Cultural Funding Program Grant Review Teams

SUSTAINING GRANTS

Community, Youth and Cultural Funding Grants under the Sustaining Grant application category were reviewed by the Administrative Review Team:

Leah Prentice – Director, Recreation & Culture
Callie Hemsworth – Coordinator, Planning, Projects & Development
Kristie Sinclair – Accountant, Corporate Services & Long Term Care
Kim Begin – Supervisor, Aquatics, Wellness, Children & Youth
Louisa Costanzo – Supervisor, Cultural Development & Events

OPERATING AND PROJECT GRANTS

Operating and Project Grant applications were reviewed by the Grant Review Team:

Callie Hemsworth – Coordinator – Planning, Projects & Development
Kristie Sinclair – Accountant, Corporate Services & Long Term Care
Kim Begin – Supervisor, Aquatics, Wellness, Children & Youth
Louisa Costanzo – Supervisor, Cultural Development & Events
Tanis Thompson – Indigenous Liaison, City Manager's Office (Project Grants)
Paul Burke – Sport & Community Development Supervisor (Project Grants)
Douglas Yahn (Citizen Member)
Heidi Strobl (Citizen Member)
Kristy Holmes (Citizen Member)

APPEALS

Appeals of recommendations made by the above were reviewed by the Appeals Committee:

Councillor Andrew Foulds (Chair)
Councillor Kristen Oliver
Councillor Trevor Giertuga
Councillor Mark Bentz

IMPACT OF THE COMMUNITY, YOUTH & CULTURAL FUNDING PROGRAM

ECONOMIC IMPACT

The Community, Youth & Cultural Funding Program contributes to Thunder Bay's economy. Funding provided helps organizations leverage contributions from other public and private sources while creating and maintaining jobs in Thunder Bay.



\$2.76 million

Total investment to 21 organizations and individual artists in 2019

\$1 invested supports

\$7

In additional organizational operating revenue

\$1.40

Other Government Funding

\$5.60

Earned/Fundraised

Approx. \$22.2 million

Total Revenue to Funded Organizations

COMMUNITY IMPACT

Community, youth and cultural organizations provide valuable opportunities for citizens and visitors as volunteers, clients, participants, and audiences.

Funding supports:



645+

Paid Individuals

3,035+

Volunteers



401,280+

Participants

Footnotes:

- Revenue ratios and numbers of individuals based on Sustaining and Operating Organizations recommended for funding in 2021 only
- Leveraged funding amounts may vary year to year based on the number of organizations funded and special one-time funding received through other funding programs
- All figures are rounded and based on 2019 year end

Corporate Report

DEPARTMENT/ DIVISION	Community Services - Recreation & Culture	REPORT NO.	R 5/2021
DATE PREPARED	12/14/2020	FILE NO.	
MEETING DATE	01/11/2021 (mm/dd/yyyy)		
SUBJECT	Fit Together: Recreation & Facilities Master Plan Update		

RECOMMENDATION

For information only.

LINK TO STRATEGIC PLAN

The 2019-2022 Corporate Strategic Plan outline includes priorities around growth and prosperity, community safety and well-being, cost-effective and quality services to citizens, financial sustainability and environmental stewardship. All of these priorities are reflected in the Recreation and Facilities Master Plan. Recreation facility investments recommended in the Recreation and Facilities Master Plan align specifically with the “Grow” strategy of the Corporate Strategic Plan, with a focus on city building and social infrastructure to strengthen our economy, lifestyle and well being. This is most evident in its recommendation to “develop key City infrastructure that builds capacity such as a new multi-use indoor sports facility.”

EXECUTIVE SUMMARY

This Report provides an update on the progress of the Fit Together: Recreation and Facilities Master Plan (the Plan), approved by City Council in January 2017 (R 152/2016).

The Plan was developed through extensive consultation with nearly 2,000 residents, user groups, stakeholders, City Staff and City Council. The Plan included an in-depth review of current and target standards for facility provision, including comparisons with other similar municipalities, while considering a range of other factors that impact recreation planning such as anticipated demographic changes, community demand and utilization trends.

The Plan is a municipal guide that outlines a series of short, medium and long term priorities for investment in facilities, services and programs owned and/or delivered/operated by the City of Thunder Bay. Its 81 recommendations were developed to guide future strategies and actions to invest in new and revitalized recreational facilities and affordable, accessible programs that meet the needs of people of all ages in their neighbourhoods.

This report highlights key updates since the previous annual report for the Plan (R 49/2019), and provides information on areas impacted due to the COVID-19 Pandemic.

DISCUSSION

The Recreation and Facilities Master Plan is a Council-approved document intended to guide and focus internal activity within the:

- Community Services Department - Recreation and Culture, Central Support and Facilities, Fleet & Energy Management Divisions
- Infrastructure and Operations Department – Engineering and Operations Division, Parks & Open Spaces Section
- City Manager’s Office - Aboriginal Liaison Office, Municipal Accessibility, Crime Prevention Thunder Bay Office
- Community Economic Development Corporation – Tourism Division.

The Plan has been developed in close consultation with community stakeholders to ensure the recommended vision, goals and recommendations are reflective of the needs and priorities of the community.

Performance is monitored on an ongoing basis and tracked by the Recreation and Culture Division. This monitoring allows for evaluation of direction based on shifting municipal and community priorities and needs.

The Plan recognizes a number of significant changes in the population and social context of Thunder Bay – all of which have economic and service implications. The value proposition for investment in recreation lies in the creative ability of the sector to foster civic participation as well as resident health and well-being through the delivery of programs and investment in facilities. Linked to this are opportunities to sustain community pride, stem population decline, and revitalize communities and neighbourhoods through new investment. Enhancing quality of life in the city through investment in recreation contributes to resident retention and positioning the City as a place to live, work, and invest.

Impacts of COVID-19

The benefits of recreation, and impacts of cancelling/modifying recreational opportunities, have been highlighted during the COVID-19 Pandemic. Cancellations and modifications to the typical delivery of recreational programs and services proved that recreation is an important outlet for residents to mitigate the negative mental, physical and social health impacts related to COVID-19. The importance of access to outdoor ‘public spaces’ such as parks, multi-use pathways, and trails to provide more space for exercise, active transportation, gathering while adhering to required physical distancing was also highlighted. Ontario’s COVID-19 Response Framework includes exercise and physical activity in its definition of essential reasons for trips outside the home, and recreation facilities are permitted to operate with appropriate measures in all levels

below Grey – Lockdown. While closures were a necessary measure to prevent the spread of COVID-19 early in the Pandemic, the potential long-term impacts of the reduction in recreational and cultural activities is yet to be fully understood.

Implementation of the Plan for actions starting or ongoing throughout 2020 was significantly impacted by the COVID-19 Pandemic. Facilities were temporarily closed to the public, and many programs were cancelled, postponed, or shifted to virtual platforms. Some planned construction projects and facility upgrades were initially delayed due to the forced shutdown. However, the extended closure of some recreational facilities provided an opportunity to complete upgrades that are often more challenging when facilities are in use at full capacity.

Several programs were reimaged on virtual platforms, including summer events and youth programming. In many cases, this led to an increase in participation. This was particularly noticeable in youth programming, which introduced new participants to both virtual and in-person programming once facilities began to reopen. The virtual Live on the Waterfront series increased its reach geographically, with local to international audiences tuning in weekly.

Most recreation facilities were reopened after an in-depth review focussing on the reopening principles of safety first, value for money, and creating opportunity. While the majority of recreational facilities reopened throughout summer and fall, some facilities remain closed or operating on limited schedules based on factors such as actual need for space/service, or capacity to move programming to other facilities, and limited staffing capacity to meet provincial guidelines.

While delivering recreation programs and services under the ongoing Response Framework restrictions presents significant challenges for financial and staff resources, it also provides opportunity for innovation and continued provision of programs and services that are essential to our community's mental and physical health and well-being.

Pillars of the Plan

The Plan's recommendations are based on 8 key pillars:

1. City serving and neighbourhood focus
2. An inclusive city
3. Age-friendly and accessible recreation
4. Positive places and animated spaces
5. Core and evolving partnerships
6. Services for the evolving needs of the 21st century
7. A measurable plan
8. An affordable plan.

Plan Goals

Five key goals prioritized in the Plan:

1. Invest in infrastructure including capital planning for renewal, recreation zones and active transportation.
2. Promote health, wellness, and physical activity through programming, volunteerism, inclusivity, and accessibility.
3. Optimize the City's role in program and service delivery by adopting a social development approach, ensuring efficient resource allocation, including all populations.
4. Create and maintain positive partnerships and alliances internally and externally.
5. Strengthen the City's tourism mandate to attract users from surrounding areas and maximize tournament and event hosting opportunities.

Priority Actions

This report highlights progress made in the following priority action areas, which correspond to existing initiatives and available resources within the Corporation:

- Facility Investment & Accessibility Upgrades
- Turf and field improvements
- Youth opportunities and related Inquest recommendations
- McKellar Neighbourhood Programming
- Indoor Court Facility
- Recreation and Culture Division Pricing Review
- Community Centres Governance Review
- Review of Community, Youth, and Cultural Funding Program
- Support for Community and Sport Tourism Events
- Community Sport Development
- Active Transportation to Access Recreation.

Attachment A provides details on progress of recommendations related to priority areas since the last update to Council (June 2019).

Facility Investment Gap

Recreation facilities in Thunder Bay provide a critical service to individual residents and families and must not be undervalued. Both the Recreation and Facilities Master Plan and the 2019-2022 Corporate Strategic Plan acknowledge the need for long-term capital planning and on-going operational maintenance for infrastructure sustainability.

As part of the Facilities, Fleet & Energy Management Division's Asset Management Strategy, Facility Condition Indices (FCI) are tracked and updated annually. In 2020, and in accordance with the provincially mandated O.Reg 588/17 Asset Management Planning for Municipal Infrastructure, administration has determined the preliminary annual Capital need for the recreation facilities noted in this report to ensure the sustainability and service level of our existing inventory of facilities.

The current level of service for all recreation facilities is represented as a Facility Condition Index, which falls within a Fair rating. A Fair rating is an attainable benchmark that recognizes the renewal challenges associated with the average age of the City of Thunder Bay recreation facilities. The Fair rating at a minimum ensures safe and reliable recreation facilities.

The FCI is calculated as the Total Deferred Capital Renewal / Value of the Existing Facility and is expressed as a percentage. The FCI Risk Assessment Table (refer to Attachment B) objectively describes the four condition indices and resulting service levels that influence current and future investment strategies along with the associated public satisfaction.

Attachment C outlines current annual capital allocations for various facility types in comparison to what would be required to maintain a minimum Fair FCI rating, disposal, or replacement. The current renewal gap between current capital allocations and the total renewal capital required for a minimum Fair FCI rating is -\$392,840. The total sustainable funding deficit at existing service levels is \$11.48M.

Although underfunded, Administration continues to make significant investment in the recreation facilities, and this work is imperative to ensure the continued viability of an asset. However, it is inevitable that over time, without adequate funding that more facilities will fall into a Poor condition, resulting in a low public satisfaction.

In 2021, Administration will be reporting to Council in detail on the Arena and Stadia grouping of buildings which includes the Fort William Gardens. This grouping of facilities represents the largest future recreation liability.

FINANCIAL IMPLICATION

There are no immediate financial implications associated with the information included in this report.

Future financial implications are forecast through the administrative budget review process, and brought forward to City Council for consideration and approval through Committee of the Whole as required.

CONCLUSION

It is concluded that this report summarizes the status of work completed in 2020 to implement the recommendations of the Recreation & Facility Master Plan. Therefore, it is recommended that this update be received for information at this time.

BACKGROUND

The Fit Together: Recreation & Facilities Master Plan was approved by City Council on January 2017 (R 152/2016). Administration was tasked with providing updates on the progress of the Plan's implementation.

In 2008, a Recreation & Parks Master Plan was developed; however, it was not approved by City Council at that time. With the direction in the 2011-2014 Strategic Plan and continued commitment in the 2015-2018 Strategic Plan, the City of Thunder Bay began the planning process in 2015 for the new Fit Together: Recreation & Facilities Master Plan. The process was initiated through an RFP with Sierra Planning & Management selected as the successful consulting firm to guide the plan's development.

Link to the full Recreation and Facilities Master Plan:

<https://www.thunderbay.ca/en/city-hall/resources/Documents/Recreation-and-Facilities-Master-Plan.pdf>

REFERENCE MATERIAL ATTACHED:

Attachment A: Priority Action Highlights
Attachment B: Facility Condition Index Table
Attachment C: Annual Capital Funding Gap

PREPARED BY: Leah Prentice, Director – Recreation & Culture

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kelly Robertson, General Manager, Community Services	Jan. 5/2021

Highlights: Priority Actions

The following table outlines key priorities listed in the Recreation & Facilities Master Plan with updates on progress since the last annual report in June 2019.

Facility Investment and Maintenance	
Related Recommendations	Recommendations 3, 6, 8, 9, 11, 20, 29, 32, and 42 all acknowledge the need for long-term capital planning and on-going operational maintenance for infrastructure sustainability.
Progress in 2019/2020	<p>Aquatics & Wellness Facilities</p> <ul style="list-style-type: none"> Canada Games Complex - Quebec Room and Upper Weight Room upgrades (flooring, ceiling, diffusers, lights, painting), new paint, elevator upgrade (beginning Dec/2020) and Thunderslide rehabilitation Churchill Pool - exterior upgrades Volunteer Pool - salt cell installation, hot tub repairs and decking, basin paint/repair and pool pump replacement <p>Fort William Gardens</p> <ul style="list-style-type: none"> Chiller upgrade in arena and curling rink, rigging upgrades and structural repairs, haunch and exterior repairs/upgrades, concession flooring <p>Fort William Stadium</p> <ul style="list-style-type: none"> Field light relamping <p>Satellite Arenas</p> <ul style="list-style-type: none"> Boiler upgrade (Delaney), MCC and chiller upgrades (Neebing), change rooms and lobby upgrades (Grandview) <p>Thunder Bay 55 Plus Centre</p> <ul style="list-style-type: none"> Washroom upgrades including flooring, lighting, fixtures, grab bars, paint Flooring, counter and cabinetry upgrades Parking lot expansion <p>HVAC upgrades</p> <ul style="list-style-type: none"> HVAC upgrades and fire alarm upgrades at multiple facilities including community centres, arenas & stadia, indoor & outdoor pools, and the Canada Games Complex as well as the Thunder Bay Tennis Centre, Baggage Building Arts Centre and the 55 Plus Centre. <p>Facility Accessibility Upgrades</p> <ul style="list-style-type: none"> Several projects were completed since the Plan's approval to improve accessibility, with 2020 improvements including accessible flooring upgrades at the Canada Games Complex, fire alarm upgrade with

	accessible features at West Arthur Community Centre, and a new concession ramp at Fort William Gardens.
--	---

Investing in turf and field improvements	
Related Recommendations	Recommendations 21, 22, 23, 24, 28 prioritize the need for investment in an indoor turf facility and to upgrade/maintain outdoor turf dependent on usage.
Progress in 2019/2020	<ul style="list-style-type: none"> • Facility design and associated construction documents for the multi-use indoor turf were completed in Nov 2020. At the time of writing of this report the project was out for tender. • Parks & Open Spaces Section is working with community sport user groups on a yearly basis to determine field and usage needs as this is changing each year and is cyclical in nature. • Chapples Park Master Plan included long term plans for active recreation including upgrade of CP 4 premier natural turf field. Field reconstruction was completed in June 2019 and test games started in 2020.

Increasing opportunities for youth and related Inquest recommendations	
Related Recommendations	Recommendations 48, 49, 50, 51, 52, 55 offer strategies for youth inclusion and orientation to Thunder Bay, support for navigating City programs and services, better ways to address the recreational needs of the Indigenous community and to develop a mentorship program that pairs Indigenous students with resident youth.
Progress in 2019/2020	<p>Youth Inclusion Program</p> <ul style="list-style-type: none"> • Youth Inclusion Program (YIP) was launched after a successful application to Public Safety Canada's Crime Prevention Action Fund • YIP connects youth with one-on-one social, cultural and educational supports. 65 primary participants have been referred to a Youth Navigator, 320 youth participated at on-site programs, and approx. 1,120 additional youth have participated through community outreach activities. • YIP established itself in the Vale/Limbrick neighbourhood in summer 2019, in Windsor/Picton/Blucher neighbourhood in late 2019, and in Simpson/Ogden neighbourhood in late 2020, offering community meals and programming with partners. • YIP works with First Nations, Metis, and Inuit Graduation coaches at local high schools to support youth and build relationships with students that might need support. <p>Youth Move/Kinsmen Youth Centre</p> <ul style="list-style-type: none"> • Kinsmen Youth Centre operates 5 days per week. Partnerships have expanded to various Indigenous groups including Matawa Education and Care Centre, Dennis Franklin Cromarty High School, Thunder Bay Indigenous Friendship Centre, and Dilico Anishinabek Family Care.

	<ul style="list-style-type: none"> • Virtual programming during COVID-19 in 2020 has been very successful and offers alternative programming that extends the reach of both YIP and Youth Move. • Staff are working with Indigenous organizations to encourage youth to apply for positions with City summer programs. Computers were provided at Kinsmen Youth Centre for staff to assist youth to create resumes and complete applications. In 2019, the Recreation and Culture Division hosted an Indigenous youth job fair with school boards, post-secondary schools, and employment agencies participating. <p>PRO Kids</p> <ul style="list-style-type: none"> • PRO Kids was awarded the Parks & Recreation Ontario Award of Excellence in Access and Equity in September 2020. • Enhanced marketing efforts to reach new audiences and launched a successful 'Press Play' fundraising campaign in November 2020.
--	---

McKellar/Dease Neighbourhood Programming	
Related Recommendations	Recommendations 10 and 11 acknowledge the importance of Widnall and Heath Pools, while recommending the decommissioning of Dease Pool.
Progress in 2019/2020	<ul style="list-style-type: none"> • With the decision to close Dease Pool in 2019, the operating budget was re-directed to increase year-round recreational programming throughout the neighbourhood. • Programming in 2019/2020 included community skates, outdoor family movie nights, Youth Move and Science North programming at Dease Park, paint nights, Kids' Night in McKellar Park School, summer Playgrounds, and more. • Community consultation events were held at neighbourhood schools and for the general public to solicit ideas and feedback regarding programming opportunities. However, several 2020 events/programming had to be cancelled due to COVID-19 restrictions. • A kids' consultation was held at McKellar Park School in winter 2020 with plans in place to implement suggestions on programming starting in December • Staff are working in partnership with other organizations to apply for external funding to support enhanced, year-round programming in priority neighbourhoods including Dease/McKellar.

Indoor Court Facility	
Related Recommendations	Recommendation 30 identified the need for the City to work with the Thunder Bay Tennis Club to identify a future solution for indoor tennis
Progress in 2019/2020	<ul style="list-style-type: none"> • Council resolved in October 2019 that the potential of up to \$1.5 million to be provided to the Thunder Bay Community Tennis Centre (TBCTC) to work in partnership with the City to erect an air-supported indoor facility at Chapples Park subject to full project funding being in place, the City's due diligence requirements being met, and Council approval of the project. • The TBCTC has developed a proposed project concept and business plan that is currently being reviewed by City Administration.

Recreation & Culture Division Pricing Review	
Related Recommendations	Recommendations 66 and 67 outline the need to complete a detailed assessment of the full cost of service (direct and indirect costs) for the delivery of programs and assess whether current levels of cost recovery across various categories of programs are acceptable or require change.
Progress in 2019/2020	<ul style="list-style-type: none"> • The Program and Service Review (2020) also identified a recommendation to continue the user fee review exercise and continue to develop strategies for recreational advertising. • All Recreation and Culture Division program and service fees have been assessed and placed on a draft continuum from high community benefit with full subsidy to high individual benefit with full cost recovery. • A framework is being created to set fees and to determine where adjustments may be required in current fees. The proposed framework will be presented to City Council in 2021. • Based on the framework, staff are also reviewing the need for a User Fee Policy. • Work is ongoing to explore opportunities for increasing revenue generation through a new Digital Advertising Strategy as well as the development of a Sponsorship & Naming Rights Policy.

Community Centre Governance Review	
Related Recommendations	Recommendation 13 outlines the need to work to transition prioritized community centres to advisory board model of governance
Progress in 2019/2020	<ul style="list-style-type: none"> • As a result of the review and consultations with Boards, 7 of 10 community centres opted to operate as independent Boards with specific requirements such as incorporation, proper financial and governance controls, and formal operating agreements with the City by April 2021. A new operating grant was also implemented for these

	<p>Boards to apply for financial assistance to achieve necessary requirements and support operations.</p> <ul style="list-style-type: none"> • 3 centres will remain city-run (Jumbo Gardens, Vale and West Arthur) with advisory committees to support programming.
--	---

Evaluating the Community, Youth & Cultural Funding Program	
Related Recommendations	Recommendation 69 outlines the need to re-evaluate the performance of the grant program.
Progress in 2019/2020	<ul style="list-style-type: none"> • Annual intake was increased to twice per year, spring and fall, for Project Grants. • Project grant eligibility was expanded to include sports organizations on a pilot basis beginning in October 2019, as well as Anti-Racism & Reconciliation projects beginning in October 2020. • Eligibility criteria was revised in 2020 to include an option to waive criteria that organizations receiving over 80% funding from other levels of government would not be eligible (Project Stream) • Council directed increases to several organizations during 2020 budget deliberations • An Emergency Fund was established in 2020 for currently funded organizations to access to help mitigate immediate impacts of COVID-19. \$235,000 was allocated over three intake periods, and funding prioritized essential/emergency needs related to basic needs like food and shelter.

Increasing Sport and Event Tourism, Supporting Community Events	
Related Recommendations	Recommendations 70, 73, 74, and 75 speak to the importance of events to increase sport and event tourism, expand or enhance existing events that celebrate the City's Indigenous community and heritage, and to support major events beyond the first year of hosting so as to facilitate the sustainability of major events.
Progress in 2019/2020	<ul style="list-style-type: none"> • Proposals to NOHFC and FedNor for Fort William Gardens and Curling Club improvements necessary to increase sport tourism capacity were approved in summer 2020, for a total contribution of \$851,275 • Upgrades are necessary to host the Scotties Tournament of Hearts (originally planned for 2021 and postponed to 2022) and will increase capacity to host other sports and entertainment events, particularly those with complex rigging requirements for hanging sound and lighting (eg. Major televised sporting events and concerts). Rigging work is complete, and other projects such as a new video scoreboard, digital marquee and ice deck flooring is going to tender in early 2021. • Event Development Grant and Street Event Grant reviews are complete. Proposed revisions to the Event Development Grant will be presented in

	<p>2021.</p> <ul style="list-style-type: none"> • The Recreation & Culture Division supported the Wake the Giant festival through in-kind use of the new festival stage and other event-related support at the September 2019 event.
--	---

Community Sport Development

Related Recommendations	Recommendation 47 to establish an annual sports summit was achieved in 2018 with a successful event engaging local sports-related groups and organizations.
Progress in 2019/2020	<ul style="list-style-type: none"> • Sport and Community Event Development Coordinator was hired in 2020 to provide further support to local sport organizations • Consultation and partnerships with local sports groups and organizations is ongoing to determine preferred ways of delivering support in the future through training and networking opportunities and supporting the needs of the sport community. Options may include smaller workshops and networking events, or virtual opportunities should COVID-19 restrictions continue.

Active Transportation Infrastructure to Access Recreation

Related Recommendations	Recommendations 35, 36, 37, 38, 39, 40, and 41 prioritize the need to invest in active transportation infrastructure (including urban bike lanes) that link residents to recreation facilities and programming.
Progress in 2019/2020	<ul style="list-style-type: none"> • The Transportation Master Plan and companion Active Transportation Plan reports outline the development of a comprehensive system of pedestrian and cycling facilities that inter-connects the various corners of the City and major recreational assets and zones as proposed in the Plan. • The Active Transportation Plan specifically provides recommendations on the City's active transportation network, including sidewalks, trails, and bike lanes.

ATTACHMENT B: Facility Condition Index (FCI) Risk Assessment



<i>Measure</i>	<i>GOOD</i> <5%	<i>FAIR</i> 5%-10 %	<i>POOR</i> 10% -30 %	<i>CRITICAL</i> >30%
<i>Risk of Failure or temporary closures</i>	Highly Unlikely	Unlikely	Likely	Sure to happen. Asset is compromised, Health and Safety deficiencies
<i>Impact on annual costs</i>	Operating and Maintenance costs are predictable, repairs are proactive.	Operating and Maintenance costs are variable but still predictive, repairs are proactive.	Operating and Maintenance costs trend higher, repairs are reactive and unplanned.	Operating and Maintenance costs are high, repairs are reactive and emergency related.
<i>Customer Satisfaction</i>	Clean & functional Asset. Customers are satisfied	Asset meets most programming needs, minor customer complaints	Asset looks worn with obvious signs of deterioration, programming is limited.	Asset is in a deteriorated state, programming cannot be met, high customer complaints

ATTACHMENT C: Annual Capital Funding Gap

			Annual Current	Annual Required	Annual Allocation Required	Annual Allocation Required	Total Annual
	Age (Years)	FCI	Capital Allocation	Allocation for Fair FCI	for Disposal	for Replacement	Capital Funding Gap
Community Centers							
Current River Community Centre	30	10.41					
Jumbo Gardens Community Centre	60	8.36					
Kinsmen Northwood Centre	21	1.53					
North End Community Centre	53	21.27					
North McIntyre Community Centre	57	16.6					
Oliver Road Community Centre	41	1.7					
South Neebing Community Centre	54	6.18					
Thunder Bay Tennis Centre	47	5.24					
Vale Community Centre	46	13.95					
Vickers Heights Community Centre	49	17.38					
West Arthur Community Centre	36	5.34					
West Thunder Community Centre	28	6.11					
			\$170,420	\$290,065	\$25,500	\$1,230,000	\$1,375,145
Arenas & Stadiums							
Current River Arena	45	2.43					
Delaney Arena & FW Stadium	53	14.59					
Fort William Gardens	69	11.57					
Grandview Arena	52	6.9					
Neebing Arena	51	5.34					
Port Arthur Arena	57	7.03					
Port Arthur Stadium	66	28.43					
			\$473,399	\$665,835	\$135,300	\$6,620,000	\$6,947,736
Aquatics							
Canada Games Complex	39	5.27					
Churchill Pool	47	6.39					
Heath Pool	67	13.1					
Volunteer Pool and Community Centre	58	4.14					
Widnall Pool	40	11.33					
			\$410,209	\$490,968	\$198,200	\$2,130,000	\$2,408,959

Total Annual Summary (Above Facilities)

Current Capital Allocation	\$1,054,028
Total Renewal Capital Required -FCI <10%	\$1,446,868
Current Renewal Gap	-\$392,840

Facility Allocation Required for Disposal	\$359,000
Facility Allocation Required for Replacement	\$10,731,840

Total Sustainable Funding Deficit (Exisiting Service Level)	\$11,483,680
---	--------------

The information above summarizes the current age of the recreation facilities, the current FCI of those facilities, the annual Capital allocation required to maintain the current FCI, and the eventual costs associated with disposal and replacement of the facilities.

The analysis is reflective of the existing state. Future reporting as part of O. Reg 588/17 will provide impacts of alternate service levels and include a consideration factor to reflect the community benefit of a recreation facility.

Corporate Report

DEPARTMENT/ DIVISION	Community Services - Recreation & Culture	REPORT NO.	R 7/2021
DATE PREPARED	12/16/2020	FILE NO.	
MEETING DATE	01/11/2021 (mm/dd/yyyy)		
SUBJECT	Fort William Gardens and Fort William Curling Club Project: Update on Funding Applications to NOHFC and FedNor		

RECOMMENDATION

WITH RESPECT to Report No. R 7/2021 (Community Services - Recreation & Culture), we recommend that Appropriation 24 be approved to increase the existing 2020 capital budget by \$851,275, equal to the combined amount of funding anticipated to be received from Northern Ontario Heritage Fund (NOHFC) and FedNor.

AND THAT the 2020 capital budget for the Fort William Garden and Fort William Curling Club project be amended through the necessary appropriations in order to reflect the actual value of approved funding received from FedNor and NOHFC;

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

EXECUTIVE SUMMARY

The purpose of this report is to seek Council approval for the increase to the 2020 Fort William Gardens capital budget by \$851,275 in order to reflect the value of the funding anticipated from Stage 2 applications submitted to NOHFC and FedNor.

The planned improvements in this project will position Fort William Gardens and Fort William Curling Club to host future tourism events including concerts, sports events and other events that help generate significant economic impact for the community. Planned improvements include items that are necessary for hosting the Scotties Tournament of Hearts.

The project is anticipated to be funded primarily by external sources, with the City of Thunder Bay's contribution representing an anticipated of 22% of the net cost.

DISCUSSION

In April of 2020 Council approved a resolution to submit Stage 2 funding applications to the Northern Ontario Heritage Fund Corporation Strategic Economic Infrastructure Fund in the

amount \$551,275 and to FedNor in the amount of \$300,000. The intention of the two funding applications was to support key enhancements to the event-hosting infrastructure at the Fort William Gardens and Fort William Curling Club.

The \$300,000 application to FedNor has been approved and was announced in August of 2020 and the NOHFC application announcement is anticipated in the near future. In order to proceed with further work on this project, administration requires the project total to be amended to reflect the full potential budget amount so that the work can proceed.

FINANCIAL IMPLICATION

There are no additional financial implications associated with this corporate report. The City's contribution of \$251,700 is already included in the capital budget. The total anticipated project budget is \$1,102,975

Administration is recommending the approval of Appropriation 24 in order to increase the approved 2020 capital budget for this project by \$851,275 to correspond with the amount anticipated from the funding applications submitted to FedNor and NOHFC.

CONCLUSION

It is concluded that the capital budget for this project should be amended to reflect the capital project funding awarded by FedNor and anticipated from NOHFC.

It is therefore concluded that Appropriation 24 be approved to increase the existing 2020 capital budget by \$851,275, equal to the combined amount of funding anticipated to be received from Northern Ontario Heritage Fund (NOHFC) and FedNor.

It is further concluded that the 2020 capital budget for the Fort William Garden and Fort William Curling Club project be amended through the necessary appropriations in order to reflect the actual value of approved funding received from FedNor and NOHFC.

BACKGROUND

The planned improvements will position Fort William Gardens and Fort William Curling Club to host future tourism events including concerts, sports events and other events that help generate significant economic impact for the community. Planned improvements include items that are necessary for hosting the Scotties Tournament of Hearts.

City Council approved the resolution for Administration to submit Stage 2 Applications to NOHFC and FedNor in April 2020.

REFERENCE MATERIAL ATTACHED:

Attachment A - Appropriation No. 24

PREPARED BY: ANDREA MORRISON, MANAGER – CENTRAL SUPPORT

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER) Kelly Robertson, General Manager, Community Services	DATE: December 23, 2020
--	--------------------------------

DATE: Nov 5, 2020

APPROP NO.

X

WBS ELEMENT	DESCRIPTION	BUDGET AVAILABLE	INCREASE	DECREASE	ADMIN USE	
					IM Position	Fund Code
COM-AMT-200101-6-N-2-3 (NEW)	FWG Supplemental Work (FEDNOR)		300,000		2.1.1	88
COM-AMT-200101-6-N-2-4 (NEW)	FWG Supplemental Work (NOHFC)		551,275		2.1.1	11
			851,275	-		

EFFECT ON LEVEL OF SERVICE:

DECREASE	INCREASE	MAINTAINED
		X

DATE:_____

RECOMMENDED/APPROVED

L EVANS
CITY TREASURER

N GALE
CITY MANAGER

VERIFIED BY

FINANCE: M GALLAGHER

Maira Gallagher, CPA, CMA

Budget & Planning Accountant
Corporate Services & Long Term Care Department

COMMITTEE OF THE WHOLE

APPROVED NOT APPROVED

DATE: _____