

AGENDA

THE THIRTEENTH MEETING OF THE ONE HUNDRED AND TWENTY-SEVENTH COUNCIL OF THE CORPORATION OF THE CITY OF ST. THOMAS

COUNCIL CHAMBERS 6:00 P.M. CLOSED SESSION
CITY HALL 7:00 P.M. REGULAR SESSION FEBRUARY 12TH, 2007

ROUTINE PROCEEDINGS AND GENERAL ORDERS OF THE DAY

OPENING PRAYER

DISCLOSURES OF INTEREST

MINUTES

DEPUTATIONS

COMMITTEE OF THE WHOLE

REPORTS OF COMMITTEES

PETITIONS AND COMMUNICATIONS

UNFINISHED BUSINESS

NEW BUSINESS

BY-LAWS

PUBLIC NOTICE

NOTICES OF MOTION

ADJOURNMENT

CLOSING PRAYER

THE LORD'S PRAYER

Alderman B. Aarts

DISCLOSURES OF INTEREST

MINUTES

Confirmation of the minutes of the meetings held on January 30th and February 5th, 2007.

DEPUTATIONS

Economic Development Corporation

Al Riddell, President, Economic Development Corporation will be in attendance to make a presentation in regards to the Economic Development Corporation activities over the past year and 2007.

Thames Valley Children's Centre - Grant Request

Douglas Nicholson, Campaign Volunteer, Thames Valley Children's Centre and four members of the Campaign Committee will be in attendance to make a presentation regarding the expansion and enhancement of the Centre.

COMMITTEE OF THE WHOLE

Council will resolve itself into Committee of the Whole to deal with the following business.

PLANNING AND DEVELOPMENT COMMITTEE - Chairman H. Chapman

UNFINISHED BUSINESS

NEW BUSINESS

BUSINESS CONCLUDED

ENVIRONMENTAL SERVICES COMMITTEE - Chairman T. Johnston

UNFINISHED BUSINESS

Road and Sidewalk Reserve Fund

Proposed Playground Development - Feasibility Analysis of Proposed Public/Private Partnership between City of St. Thomas and Faith Baptist Church

Green Lane Landfill Purchase by the City of Toronto - Status Report - Possible Waste Management Contract Extension

Rogers Cable Box Removal - 100 Myrtle Street

ES19-07 of the Manager of Engineering. Pages 6 to 11

Repairs to Walkway at 630 Talbot Street

NEW BUSINESS

BUSINESS CONCLUDED

PERSONNEL AND LABOUR RELATIONS COMMITTEE - Chairman G. Campbell

UNFINISHED BUSINESS

NEW BUSINESS

BUSINESS CONCLUDED

FINANCE AND ADMINISTRATION COMMITTEE - Chairman T. Shackelton

UNFINISHED BUSINESS

Cash Advances & Expenses Reimbursement Report

St. Thomas Consolidated Courthouse Project - Police Facilities

Mayor and Council Expenses

St. Thomas-Elgin Public Art Centre - Grant Request

St. Thomas and District Minor Baseball Association - Grant Request

2007 Capital Budget - Part 1 - Transit Station Options Report

St. Thomas Police Services Space Needs

Elgin Military Museum - Grant Request

Paralympics Ontario - Request for Hosting Bids

Ontario Provincial Fastball Championships - Concession Services

NEW BUSINESS**Horton Farmers' Market - Community Transition Program**

A letter has been received from Mark Cosens, Chairman, Downtown Development Board regarding the grant application to the Community Transition Program for the Horton Farmers' Market redevelopment project. Page 12

BUSINESS CONCLUDED**COMMUNITY SERVICES COMMITTEE** - Chairman B. Aarts**UNFINISHED BUSINESS****Parks Pavilion Renaming****Walk of Fame****NEW BUSINESS****BUSINESS CONCLUDED****PROTECTIVE SERVICES AND TRANSPORTATION COMMITTEE** - Chairman D. Warden**UNFINISHED BUSINESS****Intersection of First Avenue and Edward Street****Intersection of Edward Street and Burwell Road****Leash Free Dog Park****Bus Services to 1063 Talbot Street and Shopping Complex near Elm Street and Wilson Avenue****Transit System and CASO Station****Transit Facility Improvement Options**

Report ES20-07 of the Manager of Operations & Compliance. Pages 13 to 36

By-Law for Loitering**Termination of Fire Dispatch Services****Intersection of Third Avenue and Wellington Street****White Street Yield Signs****Wings & Wheels Fundraiser - June 22nd, 23rd and 24th, 2007****Replacement of Railway Ties****2007 St. Anne's Community Festival****NEW BUSINESS****BUSINESS CONCLUDED****SOCIAL SERVICES COMMITTEE** - Chairman L. Baldwin-Sands**UNFINISHED BUSINESS****Affordable Housing Program - Review of Financial Concessions**

Report OW-04-2007 of the Housing Administrator. Pages 37 to 39

NEW BUSINESS

Report for the Months of October, November and December, 2006

Report OW-07-02 of the Director, Ontario Works. Pages 40 to 44

BUSINESS CONCLUDED

REPORTS PENDING

ROAD RESURFACING PROGRAM - BUDGET FORECASTS - J. Dewancker

COUNCIL

Council will reconvene into regular session.

REPORT OF COMMITTEE OF THE WHOLE

Planning and Development Committee - Chairman H. Chapman

Environmental Services Committee - Chairman T. Johnston

Personnel and Labour Relations Committee - Chairman G. Campbell

Finance and Administration Committee - Chairman T. Shackelton

Community Services Committee - Chairman B. Aarts

Protective Services and Transportation Committee - Chairman D. Warden

Social Services Committee - Chairman L. Baldwin-Sands

A resolution stating that the recommendations, directions and actions of Council in Committee of the Whole as recorded in the minutes of this date be confirmed, ratified and adopted will be presented.

REPORTS OF COMMITTEES

PETITIONS AND COMMUNICATONS

Scouts Canada - 100th Anniversary - Flag Raising - February 13th to 23rd, 2007

A letter has been received from Lynne Olson, Area Commissioner, Scouts Canada, requesting that the Scouts Canada, Elgin Area flag be flown at City Hall from February 13th to 23rd, 2007, in recognition of the Scouts 100th Anniversary.

June is Recreation and Parks Month - Proclamation

A letter has been received from Darlene Joslin, Chair, Provincial JPRM Committee, requesting that Council proclaim the month of June as "Recreation and Park Month". Page 45

UNFINISHED BUSINESS

Canadian Championship - Acknowledgment Signage

NEW BUSINESS

BY-LAWS

First, Second and Third Reading

1. A by-law to confirm the proceedings of the Council meeting held on the day 12th of February, 2007.
2. A by-law to authorize the Mayor and Clerk to execute and affix the Seal of the Corporation to a certain agreement between the Corporation of the City of St. Thomas and the Columbus Club of St. Thomas. (Joint use of parking facilities at 265 Wellington and 2 Third Avenue)

PUBLIC NOTICE

NOTICES OF MOTION

CLOSED SESSION

A resolution to close the meeting will be presented to deal with matters protected under the Municipal Freedom of Information and Protection of Privacy Act.

OPEN SESSION

ADJOURNMENT

CLOSING PRAYER



6
Corporation of the
City of St. Thomas

Report No.

ES19-07

File No.

100 Myrtle Street

Directed to:

Chairman Tom Johnston and Members of the
Environmental Services Committee

Date

February 6, 2007

Department:

Environmental Services

Attachments

Yvonne Demeester letter
dated January 7, 2007; City
letter dated January 8, 2007
with photograph; Rogers
Cable letter dated January
19, 2007

Prepared By:

Brian Clement, Manager of Engineering

Subject:

Request for the Removal of Rogers Cable Box – 100 Myrtle Street

Recommendation:

That: Report ES19-07 be received for information.

That: The removal/relocation of a Rogers cable pedestal box in front of 100 Myrtle Street and associated costs be resolved between Rogers Cable and the property owner, Yvonne Demeester.

That: The relocation of the Rogers Cable pedestal box within the road allowance be subject to the City's municipal consent approval process.

Origin:

Yvonne Demeester sent a letter dated January 7, 2007 (copy attached) to the City of St. Thomas requesting that the Rogers Cable box located in front of her property at 100 Myrtle Street be removed. This request was referred to the Environmental Services Department (ESD) at the Council Meeting of January 15, 2007.

City ES staff and Rogers Cable have received numerous phone calls from Yvonne Demeester regarding this issue.

Analysis:

The property owner at 100 Myrtle Street has stated her concern with the number of utility appurtenances in front of the subject property located at the northwest corner of Myrtle Street and Fourth Avenue. She specifically requested removal of the Rogers Cable box and indicated that she was not a Rogers Cable subscriber.

The ES staff has sent a letter dated January 8, 2007 (copy attached) to Rogers Cable with photograph of subject area for notification and action. Yvonne Demeester was also circulated.

The Bell Canada pedestal situated next to the Rogers Cable pedestal was not requested to be removed. All of the noted utility appurtenances existed prior to the property purchase by Yvonne Demeester in the fall of 2005.

Rogers Cable sent a letter of response dated January 19, 2007 (copy attached) to ESD indicating a proposed cost sharing arrangement with the property owner. Yvonne Demeester was also circulated. The estimated cost given to relocate the pedestal to 98 Myrtle Street is \$800. Given the sensitivity raised in Yvonne Demeester's letter to relocate the cable box to a location along the street frontage of the property at 98 Myrtle Street as well, Rogers Cable would need to communicate with the particular property owner for the pedestal relocation. Otherwise, an alternative location may require different relocation costs. ES will provide municipal consent approval based on a sketch drawing, once property owner concurrence has been obtained, in order to minimize the costs shared between Yvonne Demeester and Rogers Cable.

ESD staff met with Yvonne Demeester at 100 Myrtle Street on February 1, 2007 to take measurements and confirm that the existing Rogers Cable pedestal is located approximately 1.2m within the City right-of-way. Apparently a survey plan was not prepared at the time of property purchase by Yvonne Demeester. However an OLS survey plan dated February 20, 1978 was used, which was prepared for the subject property for a letter of tolerance issued on May 4, 1999 for house eave encroachment onto Fourth Avenue due to a previous sales transaction.

Financial Considerations:

None, except for City staff time and expenses charged directly to administration to investigate these types of requests, in conjunction with the appropriate utility authority, and issue municipal consent approval where warranted.

The City has no capital or operating budget accounts to fund such utility plant removals or relocations. The utility authorities own the pedestal boxes located within the City road allowances. Any modification to existing plant or installation of new plant is subject to the City's municipal consent approval process. The cost for such work is at the expense of the utility authority, or property owner, or both.

A representative of Rogers Cable will be available to answer any questions that Council Members may have.

Respectfully Submitted,



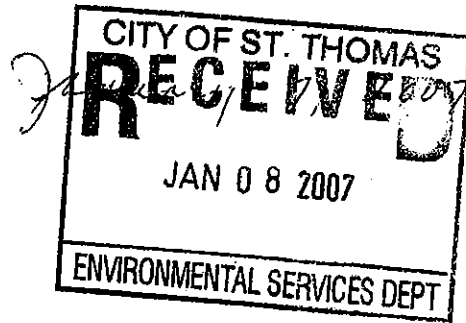
Brian Clement, P. Eng., Manager of Engineering
Environmental Services

Reviewed By: _____
 Treasury  Env Services Planning City Clerk HR Other

cc: Yvonne Demeester

cc: Rogers Cable – Joe Weryk – Nina Gillingham

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City of St. Thomas
City Hall
545 Talbot St
St. Thomas, Ont.

Re: Rogers Cable Box
100 Myrtle Street
St. Thomas, Ontario 833-1338

Attention: Wendall Graves, Clerk's Office

Dear Sir

I am writing to request that the Rogers Cable box located in the middle of the front lawn at the above noted address be removed. I do not subscribe to Rogers and never will and I am quite certain the neighbour at 98 Myrtle doesn't either.

I am trying to improve the appearance of my front lawn but it is difficult to do because the property is very small. I have on the front lawn the (1) fire hydrant, the telephone box as well as the "STOP SIGN" and telephone at the corner. I don't think this is fair. And as a tax payer I shouldn't have to accommodate the neighbourhood with all of these services.

I would appreciate something being done about this. Thank you.

Yvonne De-meester

ENVIRONMENTAL SERVICES		
JD	✓	JD
IA		
BC	✓	BC
CF		
DW		
RT		
JF		
GR	✓	GR
RR	✓	RR
FILE		

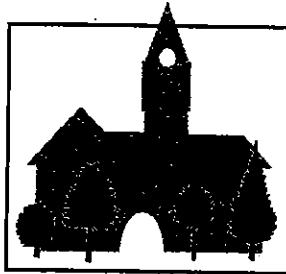
REFERRED TO	
JE DEWANCKER	
FOR	
DIRECTION	<input type="checkbox"/>
REPORT OR COMMENT	<input checked="" type="checkbox"/>
INFORMATION	<input type="checkbox"/>
FROM MARIA KONEFAL	

100 MYRTLE ST.

9
JOHN DEWANCKER, P.Eng.
Director, Environmental Services &
City Engineer

IVAR ANDERSEN, P.Eng.
Manager of Operations & Compliance

BRIAN CLEMENT, MAsc, P.Eng.
Manager of Engineering



THE CORPORATION OF THE CITY OF
ST. THOMAS

All correspondence
to be addressed to:
P.O Box 520, City Hall Annex
St. Thomas ON N5P 3V7

Tel: 519-631-1680
Fax: 519-631-2130

January 8, 2007

File:100 Myrtle St

Rogers Cable
800 York Street
London, Ontario N6A 5B1

Attn: Joe Weryk

Re: Complaint from 100 Myrtle Street regarding Location of Utility Pedestals

Dear Sir,

Our office has received a letter of complaint from Yvonne Demeester, 100 Myrtle Street regarding the concentration of utility appurtenances in front of the subject property, located at the northwest corner of Myrtle Street and Fourth Avenue.

Ms. Demeester has specifically requested the Rogers pedestal box be relocated to a different location from in front of her property.

Please confirm the pedestal is located within the City road allowance.

A written response is requested advising the possibility of relocation, an estimated cost to relocate the pedestal and any cost sharing of this relocation between Rogers and the property owner.

Attached is a picture of the subject area and letter received.

If you have any questions, please do not hesitate to contact me at 519-631-1680 ext 4222.

Respectfully submitted,

COPY

Ric Radauskas C.E.T.
Senior Technician

cc: Brian Clement, Manager of Engineering
Yvonne Demeester – 100 Myrtle Street

Encl.



100 Myrtle Street



ROGERS™
CABLE

//

To: Mr. Ric Radauskas (City of St Thomas)
From: Joe Weryk Rogers Communications Inc.
CC: Nina Gillingham (Rogers) Brian Clement (City of St Thomas) Yvonne Demeester
Date: Jan 19, 2007
Re: 100 Myrtle St Complaint regarding Location of Rogers Utility Pedestal

Attn: Mr. Ric Radauskas

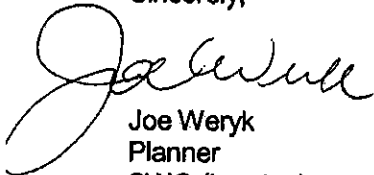
The existing pedestal appears to be in line with other pedestal down the street, as well as a fire hydrant to the east of the Rogers and Bell pedestals, I would have to say that the Rogers pedestal is located on the City right of way.

The cost to relocate this pedestal, to the property to the west at 98 Myrtle Street is approximately \$800.

This cost is based on the approved concurrence for the pedestal relocation to 98 Myrtle, also as discussed, a sketch drawing will be submitted instead of the standard MC drawing for City approval for this relocation.

Rogers Communications will pay for 50% of the cost for relocation in this case only, the other 50% would have to be paid by the homeowner at 100 Myrtle St in advance by certified cheque for \$400.

Sincerely,



Joe Weryk
Planner
SWO (London)

545 Talbot Street • P.O. Box 520
St. Thomas, Ontario • N5P 3V7
Tel: (519) 633-5248
Fax: (519) 633-9019
info@downtownstthomas.com
www.downtownstthomas.com

February 2, 2007

Mayor Cliff Barwick and Members of City Council
Corporation of the City of St. Thomas
 545 Talbot Street, P.O. Box 520
 St. Thomas, Ontario
 N5P 3V7

City of St. Thomas
Received

FEB 05 2007

Re: Approval of Grant Funding for Horton Farmers' Market

Mayor Cliff Barwick and Members of City Council;

This letter is to inform you that the Downtown Development Board was successful in the grant application to the Community Transition Program for the Horton Farmers' Market redevelopment project. This grant offers matching dollars to a total of \$202,511.

Included in this amount are the costs that have already been paid by the City, including the work to the centre canopy, the market manager wages and the funding for the consultant study.

We hope that this will assist you in your deliberations of our capital request that was forwarded to the second round for considerations.

Sincerely,

House
for

Mark Cosens
Chairman
/jcc

cc/ Bill Day, City Treasurer	W.
Alderman Terry Shackelton, Chairman of the Finance Committee	
Frank Lattanzio, Manager of Facilities and Property	

REFERRED TO

W. DAY

Finance Committee

PROPERTY

T. JOHNSON

DATE

REMARKS

IN

FROM MARIA KONGEAL



13

Corporation of the
City of St. Thomas

Report No.

ES20-07

File No.

05-047-10

Directed to:

Chairman Dave Warden and Members of the Protective Services & Transportation Committee of Council

Date

February 5, 2007

Department:

Environmental Services

Attachment

SPH Engineering Estimates Reports ES111-06, ES117-06, ES123-06

Prepared By:

Ivar Andersen, Manager of Operations & Compliance

Subject:

Transit Terminal Building Rehabilitation Project

RECOMMENDATIONS

It is recommended that:

1. Report ES20-07 be received for information;
2. The existing Transit Terminal Building located at 612 Talbot Street be rehabilitated at an estimated cost of \$785,000, including engineering and a contingency allowance
3. The sources of funding for this project be the Provincial Gas Tax subsidy and the Federal Gas Tax subsidy as outlined in report ES20-07

Origin

On January 8, 2007, Council was presented with the proposed Part I Capital Budget that included an allocation for the construction of the rehabilitation of the Transit Terminal Building. Council requested that a further report on the matter be submitted

Analysis

In 2005, City Council approved, in principle, the Ridership Growth Strategy and Asset Management Plan for the St. Thomas Transit system. This plan, completed by IBI Consultants, included the design of the rehabilitation of the Transit Terminal Building in 2006 and construction of this work in 2007. Subsequently, on October 10, 2006, Council adopted report ES111-06, attached, and approved the retention of SPH Engineering Inc. for the design work. Implementation of the Ridership Growth Strategy and Asset Management Plan also included a consultation process with various stakeholders. This resulted in Council approving the formation of an ad hoc Implementation Plan Review Committee. As outlined in Report ES123-06, attached, approved by Council on November 20, 2006, this review committee made various recommendations, including the rehabilitation of the existing Transit Terminal Building. At that time, without the benefit of a detailed design, it was estimated that the cost, including engineering, would be approximately \$425,000. Report ES117-06, attached, was submitted to Council on October 16, 2006, but deferred for further consideration, outlines some options for the rehabilitation of the terminal building, as well as outlining the estimated additional cost of relocating the dispatch portion of the transit operation to the old railway station on Talbot Street. Subsequently, Alderman Marie Turvey convened a meeting with representatives of the railway station, Aboutown and City staff. The conclusion of attendees at this meeting was that the cost of splitting the operation of the transit system between the existing terminal building and the old railway station would be prohibitive. As well, although the original concept for the rehabilitation of the transit terminal building was to remove the 2nd floor of the building, it appeared feasible to retain this floor for a future City use such as file storage while also providing the opportunity to accommodate a formal lunch room and locker area on the second floor. This would result in maximizing the available floor space area on the first floor for bus storage with minor maintenance needs. Based on this, in late 2006 and early 2007, SPH was instructed to design the building rehabilitation project such that the 2nd floor would be retained for future use, but not renovated at this time, with only limited space on the 2nd floor used for transit staff. The 1st floor space would be used mainly for bus storage and dispatch public purposes. This first floor space has been maximized for bus storage as shown on the attached design layouts for the first floor.

Following the Council meeting of January 8, 2007, at which concerns regarding the estimated costs of the Transit Terminal Building rehabilitation were expressed, SPH was asked to draft an additional two estimates. Three construction scenarios have been considered as follows:

- Constructing of a new Transit Terminal Building on recently acquired property adjacent to the Public Works Service Centre located at 100 Burwell Road.
- Rehabilitating the existing Transit Terminal Building, but removing the vacant 2nd floor, while maintaining a two storey street front on Talbot Street. This was one of the original options presented to Council in report ES117-06 on October 16, 2007.
- Rehabilitating the existing Transit Terminal Building, retaining the 2nd floor primarily for future use but with limited transit staff use.

The full estimates provided by SPH Engineering are attached. Following is a summary of these estimates:

	New Building On City Land	Rehab Existing (2nd Flr Removal)	Rehab Existing (Retain 2nd Flr)
Construction	\$784,000	\$363,000	\$668,000
Contingency	78,000	36,000	50,000
Engineering	<u>39,000</u>	<u>34,000</u>	<u>67,000</u>
Total	\$901,000	\$433,000	\$785,000

Note that the alternative of constructing the new building on City owned land does not include the value of the land. Also, the recent property purchase of lands on the south side of the Public Works Service building at 100 Burwell Road is meant to be used primarily to accommodate future space needs at the Public Works Service Centre.

The Environmental Services Department is recommending that the existing Transit Terminal Building be rehabilitated with the retention of the 2nd floor for a number of reasons including:

- The existing facility is centrally located to service the general public as well as storing the fleet.
- Rehabilitating the existing building will support Council's efforts to revitalize the downtown business area.
- Most of the 2nd floor will be available for use at a future time.

It must also be noted that both levels of Senior Government have dedicated significant conditional capital funding to municipalities to assist municipalities with the upgrading of their environmental services such as water, waste water, solid waste and transit services. The transit service is an environmental service as it contributes to a reduction of green house gas emission per passenger use.

Financial Considerations:

Estimated Cost of the project as recommended:

Construction	\$668,000
Contingency	50,000
Engineering	<u>67,000</u>
Total	\$785,000

Source of Funding:

Provincial Gas Tax	\$425,000
Federal Gas Tax	<u>360,000</u>
	\$785,000

The Provincial Gas Tax funding, which is fully dedicated for transit purposes, can accommodate the proposed expenditure of \$425,000 for the design and construction of the Transit Terminal Building and the other improvements recommended by the Ridership Growth Strategy and Asset Management Plan and the Implementation Plan Review Committee as noted in Report ES123-06.

The Federal Gas Tax funding, which is to be used for projects, which have a positive impact on the environment, can readily accommodate the proposed expenditure of \$360,000.

As a result, any of the above noted options can be fully funded by gas tax revenue.

Further alternative:

On January 22, 2007, following the City's capital budget deliberation of January 8, the City of St. Thomas received a suggestion by a local property developer to sell the Transit Terminal Building which would allow the City of St. Thomas to use the building free of rent for 5 years. (Utility costs borne by the City)

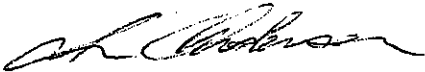
In this regard, the Transit Terminal property has not been declared a surplus property. Also, this component of the City's transit assets will need to continue to exist, as it is an integral part of the City's transit system. The possible divestiture of this asset would create a loss of control over one of the key transit assets resulting in the need to pay rent for this facility rather than collect rent.

Therefore, it is not recommended that this option be pursued by the City.

Paul Harris of SPH Consultants will be available to discuss the various construction alternatives should the members have any questions.

Respectfully,

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Ivar Andersen, Manager of Operations & Construction
Environmental Services

Reviewed By:

Treasury

Env Services

Planning

City Clerk

HR

Other

Treasurer's Comments:

We believe that the Transit Terminal Building should be funded, in it's entirety, by the Provincial Gas Tax Reserve. We note that the use of Provincial Gas Tax revenues is restricted to transit.

Should Council approve alternative #2 we confirm that there is presently sufficient funding from Provincial Gas Tax revenues to allow the project to proceed immediately.

Should Council support alternative #3 we note that sufficient funding from Provincial Gas Tax revenues is not presently available. We estimate that the City will receive an additional \$432,000 in 2008. As such, the project could be fully funded by the Reserve at that time.






REV.	DESCRIPTION	DATE
2	ISSUED FOR CLIENT REVIEW	2006/12/7
1	ISSUED FOR CLIENT REVIEW	2006/12/0

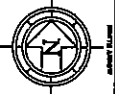
**CITY OF
ST. THOMAS
ST. THOMAS, ON**

BUS GARAGE BUILDING RENOVATION

FIRST FLOOR
PLAN

DATE	CLASS
CIC	PHI
DATE	DATE
2006-10-19	AS NOTED
PROJECT NUMBER	DATE
6102	
PROJECT	
6102aah3	A1

 **SPH ENGINEERING INC.**
REAL WORLD ENGINEERING SOLUTIONS
TEL: 519-539-5700 FAX: 519-539-5775
65 SPRINGBANK AVE. N.
UNIT #1
WOODSTOCK, ONTARIO
N4S 8V8



REV.	DESCRIPTION	DATE
2	ISSUED FOR CLIENT REVIEW	2006/12/13
1	ISSUED FOR CLIENT REVIEW	2006/12/09

CITY OF
ST. THOMAS
ST. THOMAS, ON

**BUS GARAGE
BUILDING RENOVATION**

**SECOND FLOOR
PLAN**

DATE IN	CIC	COMP-ON	PBH
BATH	2006/10/08	PROB	AS NOTED
CHARTER FLEETING	6102	DEAD WTS	
FMS SLIP#	6102mchj	A2	

 **SPH ENGINEERING INC.** 65 SPRINGBANK AVE. N.
REAL WORLD ENGINEERING SOLUTIONS UNIT #1
TEL: 519-539-5700 FAX: 519-539-5775 WOODSTOCK, ONTARIO
N4S 8V8


SPH Engineering Inc.

 1-65 Springbank Ave N., Woodstock, Ontario N4S 8V8
 Phone 519-539-5700

fax 519-539-5775

PROJECT	6102 TRANSIT FACILITY UPGRADE	Date Prepared	1/15/2007
		Date Printed	1/30/2007
Proposed New Garage (Property costs not included)			
ITEM	DESCRIPTION	COST	
1		\$	-
2	Office area	\$	-
3	Single storey building with 2 offices, storage room, M/E room,	\$	-
4	Washrooms, driver's area with washrooms, locker rooms and	\$	-
5	lunchroom	\$	-
6	Ticket sales downtown; not on site	\$	-
7	2000 ft2 @ \$110/ft2	\$	220,000
8		\$	-
9	Bus storage area	\$	-
10	50x125' Pre-engineered building designed as drive thru with	\$	344,000
11	with future expansion capability 6250 ft2 @ \$55/ft3	\$	-
12		\$	-
13	Site Work	\$	-
14	Additional excavation/granular for building footings	\$	120,000
15	(+/-3000 m3@\$40/m4	\$	-
16	Site Servicing; Asphalt for parking and driveways	\$	100,000
17		\$	-
18		\$	-
19		\$	-
20		\$	-
21	SUB TOTAL	\$	784,000
22			
23	ENGINEERING 5% OF SUB TOTAL	\$	39,000
24			
25	CONTINGENCY 10% OF SUB TOTAL	\$	78,000
26			
27	TOTAL	\$	901,000
28			
29			


SPH Engineering Inc.

 1-65 Springbank Ave N., Woodstock, Ontario N4S 8V8
 Phone 519-539-5700

fax 519-539-5775

PROJECT	6102 TRANSIT FACILITY UPGRADE	Date Prepared	12/23/2003
	OPTION 4; Remove 2nd Floor	Date Printed	1/30/2007

Estimate reviewed for current (2007) costs

ITEM	DESCRIPTION	COST
1		
2	Temporary Relocation Requirements	\$ 20,000
3	Storm Drain Relocation	\$ 15,000
4		
5	ROOF REMOVAL (Removal of existing built-up roof and insulation)	\$ 18,000
6	ROOF AND WALL DEMOLITION (includes removal of apartment and front siding)	\$ 28,000
7	NEW BUILT-UP ROOF SYSTEM w/ SLOPED INSULATION	\$ 79,000
8	MODIFY ROOF DRAIN LINES	\$ 3,000
9	REPAIR FRONT BRICK WALL (Including temp shoring)	\$ -
10	Rebuild Wall	\$ 39,000
11	Structural Supports for New wall	\$ 10,000
12	Repoint Masonry	\$ 5,000
13	RENOVATION TO OFFICE AND WAITING ROOM	\$ 146,000
14	(includes interior office and washroom renovation and HVAC if required,	
15	repair to front wall exterior finish)	
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30	SUB TOTAL	\$ 363,000
31		
32	ENGINEERING 9.5% OF SUB TOTAL	\$ 34,000
33		
34	CONTINGENCY 10% OF SUB TOTAL	\$ 36,000
35		
36	TOTAL	\$ 433,000
37		
38		


SPH Engineering Inc.

 1-65 Springbank Ave N., Woodstock, Ontario N4S 8V8
 Phone 519-539-5700

fax 519-539-5775

PROJECT	6102 TRANSIT FACILITY UPGRADE	Date Prepared	12/8/2006
		Date Printed	1/29/2007

Interior Renovation keeping Existing Second Floor

ITEM	DESCRIPTION	COST
1	DIVISION 0	CONDITIONS
2	DIVISION 1	GENERAL REQUIREMENTS
	Temporary Relocation Requirements	\$ 20,000
3	DIVISION 2	SITE WORK
	Demolition	
	Special Demolition	
	apartment area	
	main floor area	
	building front wall	
	masonry walls	
	Storm Drain Relocation	\$ 15,000 ✓
4	DIVISION 3	CONCRETE
	Fill in existing service pit	\$ 15,000
5	DIVISION 4	MASONRY
	Block	
	Brick	
	(Cost for Block walls for Elevator shaft (\$15,000+/-) included in Masonry cost above)	\$ 42,000
6	DIVISION 5	METALS
	Roof Deck and Joists	\$ 69,000
7	DIVISION 6	WOOD AND PLASTICS
	Woodworking and Materials	\$ 35,000
8	DIVISION 7	THERMAL AND MOISTURE PROTECTION
	Weatherproofing and sealing	\$ 52,000
	Built up roof	
9	DIVISION 8	DOORS AND WINDOWS
	New doors	
	New windows	
	New Overhead doors	\$ 99,000
10	DIVISION 9	FINISHES
	Walls	\$ 53,000

		Ceilings		
		Floors		
		Special refinishing (refinish wood trims)		
11	DIVISION 10	SPECIALTIES	\$	-
12	DIVISION 11	EQUIPMENT	\$	65,000
		Elevator & Foundation		
13	DIVISION 12	FURNISHINGS (NOT INCLUDED)	\$	-
14	DIVISION 13	SPECIAL CONSTRUCTION	\$	-
15	DIVISION 14	CONVEYING SYSTEMS	\$	-
16	DIVISION 15	MECHANICAL	\$	110,000
		Plumbing and Fixtures		
		HVAC		
		HVAC Units for each floor		
		Exhaust & Vent unit for garage		
17	DIVISION 16	ELECTRICAL	\$	-
18		Lighting	\$	18,000
19		Data	\$	30,000
20			\$	-
21			\$	-
22			\$	-
23			\$	-
24			\$	-
25			\$	-
26			\$	-
27	SUB TOTAL		\$	668,000
28	ENGINEERING	7.5% OF SUB TOTAL	\$	50,000
	CONTINGENCY	10% OF SUB TOTAL	\$	67,000
29	TOTAL		\$	785,000
30				
31	BUDGET ALLOWANCE TOTAL		\$	800,000
32				



Corporation of the
City of St. Thomas

Report No.

ES111-06

File No.

08-315

Directed to: Chairman Marie Turvey and Members of the Environmental Services Committee of Council

Date
October 10, 2006

Department: Environmental Services

Attachment

Prepared By: Ivar Andersen, Manager of Operations & Compliance

Subject: **Request for Proposal Award – No. R06-08-315**
The Design, Contract Documents, Contract Inspection & Administration for the Renovation of the Transit Terminal Building

RECOMMENDATIONS

It is recommended that:

1. Report No. ES111-06 be received for information,
2. Council accept the proposal submission of SPH Engineering Inc. in the amount of \$21,640 plus GST for design, contract documents, inspection and contract administration for the Renovation of the Transit Terminal Building project,
3. The source of funding is the 2006 Capital budget (Provincial Gas Tax Allocation),
4. A by-law be prepared to authorize the execution of a Consulting Services agreement between SPH Engineering Inc. and the City of St. Thomas.

Origin

In 2005, Council, approved in principle, the Ridership Growth Strategy and Asset Management Plan for the transit system as prepared by IBI Group. Subsequently, an allocation of funding for the project was approved in the 2006 Capital Budget. As a result, a Request for Proposal, RFP, was issued to three pre-qualified area consultants to provide design, contract documents, inspection and contract administration for the Renovation of the Transit Terminal Building project.

The Request for Proposal closed at 2 p.m. on Thursday September 21, 2006.

Analysis

The following is a breakdown of submitted prices;

Bidder Number	Bidder	Proposal Cost Excluding GST
1	SPH Engineering Inc.	\$21,640.00
2	Donald F. Roughly & Associates Inc.	\$31,200.00
3	Thomas P. Rylett Limited	disqualified

After the public opening, the proposals were checked for mandatory response requirements and calculation errors. Purchasing and Environmental Services staff has reviewed the proposals and recommend award to the low bidder, SPH Engineering Inc. The proposal submitted by Thomas P. Rylett Limited, did not follow the pricing structure laid out in the RFP in that the firm submitted a cost of engineering for the project of 10% of the value of construction rather than a lump sum as required. This proposal was rejected as a result.

SPH Engineering Inc. has successfully completed a number of projects in St. Thomas. Recently, this firm represented the City on the Pinafore Park Services Building project which is now nearing completion and prior to that, this firm completed the renovation of the Public Works building.

It is anticipated that the design of the project will be completed in the fall and winter of 2006/2007 and that construction will take place in 2007. Once tenders have been called and received for the construction of the project, a further report to Council will be submitted recommending the successful contractor for the project, subject to Council approving an allocation in the 2007 Capital Budget for the construction of the project.

As directed by Council, SPH Engineering has been requested to provide additional estimates for the following additional work:

- a work plan for the design of the space required by the proposed transit functions, including ticket/pass sales, driver dispatch and paratransit bookings, to be provided at the old railway

station

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- a work plan for the design requirements to retain the 2nd floor of the transit terminal building for the purpose of providing file storage space

A further report to Council will be submitted once these estimates have been obtained.


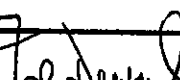
Financial Considerations:

In the 2006 Capital Budget, City Council allocated a total of \$75,000 for transit improvements funded by the City's Provincial Gas Tax allocation. This allocation includes \$25,000 for the design, contract documents, inspection and contract administration for the Renovation of the Transit Terminal Building project.

Respectfully,



Ivar Andersen, Manager of Operations & Construction
Environmental Services

Reviewed By:   _____
Treasury Env Services Planning City Clerk HR Other



Corporation of the

City of St. Thomas

24

Report No.

ES123-06

File No.

07-046-01

05-083-00

Directed to:

Alderman Terry Shackelton, Chair and Members of the Protective Services and Transportation Committee

Date

November 20, 2006

Department:

Environmental Services

Attachment

Letter from the YWCA

Letter from MADD

Letter from Thumbs Up

Prepared By:

Dave White - Supervisor of Roads & Transportation

Subject:

St. Thomas Transit Services

Ridership Growth Strategy and Asset Management Plan

Review Committee Implementation Plan

Recommendation:

THAT: Report ES123-06 be received for information, and further,

THAT: Council endorse the Ridership Growth and Asset Management Plan Review Committee Implementation Plan for 2007 and 2008 as contained in report ES123-06.

Origin

At the meeting of February 6, 2006 Council carried the motions approving the November 2005 I.B.I. Ridership Growth and Asset Management Plan in principal.

At the meeting of June 12, 2006 Council carried the motions approving the formation of The Ridership Growth and Asset Management Plan Review Committee.

At the meeting of August 21, 2006 Council carried the motions approving the Mission Statement of the Ridership Growth and Asset Management Plan Review Committee and the meeting schedules.

"To review the Ridership Growth & Asset Management Plan along with related transit issues, to arrive at a consensus on the issues while preparing an acceptable implementation plan for City Council".

We thank the following members of the Committee for their input and support during this process;

- Alderman Terry Shackelton, representing Council,
- Claire Jackson, The City Accessibility Advisory Committee representative,
- Nila Roberts-Neef and Jim Witowski, Current Aboutown driver/representatives,
- John Gill, Aboutown Transit Management staff,
- Betty Maciejowski, City Treasury Department,
- Sandra Datars Bere, representing Ontario Works,
- Scott Taylor, representing The Thumbs Up group,
- Mary Cosyns, representing Elgin Association for Community Living,
- Sue Huber, Elgin St. Thomas Health Unit,
- Sharon Lechner (Alt. Terry Carroll), representing The United Way,
- Representing the transit customers; Floyd Donald, Margaret Donald, Faith Clark, Cathy Topping, Joyce Hutton, Violet Van Tassel
- Representing Environmental Services Staff, John Dewancker, Ivar Andersen and Dave White.

Analysis

As a result of the above motions of Council, a total of four Ridership Growth and Asset Management Plan Review Committee meetings were held on September 6th, 13th and 20th and October 17th. In addition, a Public Information Centre was held on October 4th to gather input from the Public. During this same time period, the transit ridership was invited to contribute to a ridership survey and invited to the Public Information Centre.

During the first three meetings of the Committee, the Ridership Growth and Asset Management Plan was reviewed in detail. In general, by the fourth meeting it was found that while most of the recommendations were desirable, the timing of some components of the plan was found to be too aggressive. The key conclusion that was arrived at by the Committee was that while increased service levels were desirable in the long term (and by some of the ridership), needed Capital improvements should be completed as a top priority for the short term.

The Ridership Surveys were summarized for the Committee as follows;

High Priorities affecting the operational aspect of both services, from the 89 surveys received;

1. Evening Service to 10:00 p.m. Monday to Saturday
2. Morning Service from 6:15 a.m. Monday to Saturday
3. Sunday Service
4. Additional Route for Conventional and additional bus for Paratransit service
5. New buses and infrastructure

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The following chart illustrates the current transit fleet, the status of the fleet, and the planned replacement schedule through 2011. Upon approval of this schedule by Council it will be forwarded to the Ministry of Transportation for assessment of transit renewal funding. As you can see, the replacement of two 30' low floor buses and one Cutaway bus, and the purchase of one new Cutaway bus by the end of 2008 will bring our transit fleet up to date for our current system requirements and a potential five route system if desired (an 11 bus fleet is the minimum). Two replacement Cutaway buses will be required in 2011.

System Use	Model Yr	Description	Status	Planned Replacement Interval (to be submitted to MTO for funding)				
				2007	2008	2009	2010	2011
Conventional	1997	30' Champion	Out of Service	Replace				
Conventional	1997	30' Champion	In Service		Replace			
Conventional	1998	Ford Cutaway	In Service	Replace				
Conventional	2003	Ford Cutaway/Lift	In Service					Replace
Conventional	2003	Ford Cutaway/Lift	In Service					Replace
Conventional	2004	Ford Cutaway/Lift	In Service					
Conventional	2005	Ford Cutaway/Lift	In Service					
Paratransit	2006	Ford/Glaval Cutaway/Lift	In Service					
Paratransit	2006	Ford/Glaval Cutaway/Lift	In Service					
Paratransit	2006	Ford/Glaval Cutaway/Lift	In Service					
Conventional	2008	Cutaway/Lift	New Service		New			

The Current Transit Funding Balance Report – As of December 31, 2006

In order to put the funding streams in perspective, it was important for the Committee to review the projected balance as of December 31, 2006. The approved items in the summary of planned expenditures during the period 2005-2006-2007 are;

- 2004 New Years Eve service
- IBI Study, November 2005 Ridership Growth and Asset Management Plan
- A portion of the purchase of four replacement buses (one in 2005, three in 2006 all currently in service)
- A portion of the transit operating costs of administration (Technician) which will be totally covered by operating budget in the 2007 submission
- Upgraded snow removal program at bus stops/shelters in operating costs
- HOLDING New and replacement shelters as soon as accessibility standards are published
- HOLDING Upgrading existing shelters and bus stop signs as soon as accessibility standards are published
- Downtown Transit Terminal Design and Construction in 2007
- Additional fare equipment

In summary, the 2006 Funding Balance Report (provided by Treasury Dept.) is as follows;

Provincial Transit Gas Tax funding received (2004-2006)	\$638,670.00
AMO Funding received (2005-2006)	\$ 78,915.00
<u>Approximate Interest received</u>	<u>\$ 4,987.10</u>
TOTAL FUNDS RECEIVED	\$722,572.10

TOTAL Approved Spending (2005-2006-2007), details noted above	\$471,933.40
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<u>PROJECTED FUNDING BALANCE AT DECEMBER 31, 2006</u>	<u>\$250,638.70</u>
--	----------------------------

The 2007 Implementation Plan

In order to develop a plan that follows the Mission Statement, there were a number of issues that were reviewed coming from the Ridership Growth Plan, Public Input and the Municipal Accessibility Advisory Committee. The consensus of the Committee is as follows;

General Policy Related Issues

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- Address requests for reduced ticket prices from all areas (Y.W.C.A. and School Boards) by offering the monthly pass rather than further reduced fares as it was felt that the fares are already heavily subsidized by the general public and are effectively reduced through monthly passes
- Address requests for FREE ANNUAL SPECIAL SERVICES such as New Years Eve service (M.A.D.D. request), by making this an annual service for the full Conventional/Paratransit systems from 7:00 p.m. to 2:00 a.m. (four buses on conventional routes, one bus for Paratransit reservations, and Fantasy of Lights service (Thumbs Up Group request) by making this an annual event for four evenings in December (to be determined), and Seniors Picnic bus service by making this an annual event for the full conventional system with two special buses going into Pinafore Park from 9:00 a.m. to 3:00 p.m. (all estimated at an additional \$10,000/yr in the operating budget)
- Remove the Paratransit registration fee (estimated at a reduction in revenue of \$7,000/yr in the operating budget)
- Do not use "Through Routing" concept on existing routes
- Maintain the existing level of service for shelters
- Defer any implementation of increased level of service with respect to routes until pilot studies recommended in the 2008 implementation plan have been completed and analysed.
- Maintain our existing transit marketing strategy and transit identification
- Maintain our existing services to within the City limits
- Downtown transit terminal hours reflect the new contract whereby staff will be present on Saturdays
- Do not consider additional service by regular transit to the doors of WalMart mall due to time constraints and pedestrian/vehicle safety issues. A door-to-door service for disabled riders is provided by the Paratransit component of the City's Transit service.
- Maintain the current criteria for Paratransit service
- Accommodate scooters on specialized service if they can be transferred safely to a fixed seat

For Implementation During 2007

- Follow through with the first priority of the Ridership Growth and Asset Management Plan whereby Rolling Stock (buses), Downtown Transit Terminal Improvements, Bus Shelters and Bus Stop Signs and are completed first (funds for bus shelters and signs are already allocated).
- Tender for two replacement buses, (1) diesel powered low floor fully accessible bus and (1) diesel cutaway accessible bus (estimated at \$500,000.00 from the Transit Gas Tax Reserve)
- Complete the Downtown Transfer Terminal Improvements (originally estimated at \$325,000 but now estimated at \$400,000 from the Transit Gas Tax Reserve)
- Introduce "One Fare for All" ticket sales strategy and introduce a fare schedule change for both transit systems effective July 1, 2007 (estimated at net \$0. effect on the operating budget);

All Riders \$2.50 cash each ride for either service

All Riders \$2.00 each advance ticket for either service

All riders \$60.00 monthly pass for either service

Children 5 and under ride free with a parent/guardian

- Leave the fixed route service along Edward Street to Barrie Boulevard until it is proven that an Express Run could handle the demand.
- Work on Tweaking the existing four routes for schedule adherence
- Develop a fifth route that operates as an Express/Commercial route, and get stakeholder input with future implementation
- Consider reversing the south end loop on Route 4 if required
- Remove any existing shelters that are not being utilized
- Move any existing shelters as a result of route changes
- Install new and replacement shelters once the Provincial Transit Accessibility Standard is developed
- Once routing has been finalized, replace existing bus stop signs with double sided and larger graphics for visually impaired
- Service to future developments will be addressed upon conducting an ongoing analysis and as road access to new developments is created
- Consider smaller cutaway buses as a result of their reliability
- Explore having monthly Paratransit passes available (addressed with above)
- The Municipal Accessibility Advisory Committee be part of bus selection process
- Advise Aboutown of approved service level increases for 2008 (planning ahead for staffing etc.)

The 2007 Funding Report (estimated based on above initiatives)

PROJECTED BALANCE AT DECEMBER 31, 2006	\$250,638.70
Expected Provincial Transit Gas Tax funding for 2007	\$425,780.00
AMO Transit Funding Estimated for 2007	\$ 78,915.00
<u>Ontario Transit Vehicle Replacement Program Estimated for 2007</u>	<u>\$125,000.00</u>

TOTAL FUNDING BALANCE **27** \$880,333.70

TOTAL Implementation Plan Spending (2007) \$900,000.00

PROJECTED FUNDING BALANCE AT DECEMBER 31, 2007 (\$19,666.30)
(With no service level increase from Gas Tax Reserve account)

(All efforts will be made to keep the reserve out of a deficit status)

For Future Implementation - 2008 and Beyond

- Once the Capital improvements have been successfully completed, the next priority would be operational improvements such as extended hours and additional routes or service
- Tender for two replacement buses, (1) diesel powered low floor fully accessible bus and (1) diesel cutaway accessible bus (estimated at \$500,000.00 from the Transit Gas Tax Reserve)
- Consider more Paratransit service instead of accommodation on conventional transit
- Consider increasing Paratransit/Conventional hours of service

The 2008 Funding Report (estimated based on above initiatives)

PROJECTED BALANCE AT DECEMBER 31, 2007 (\$19,666.30)

Expected Provincial Transit Gas Tax funding for 2008	\$425,780.00
AMO Transit Funding Estimated for 2008	\$ 78,915.00
Ontario Transit Vehicle Replacement Program Estimated for 2007	\$125,000.00
TOTAL FUNDING BALANCE	\$610,028.70

TOTAL Capital Implementation Plan Spending (buses) (2008) \$500,000.00

PROJECTED FUNDING BALANCE AT DECEMBER 31, 2008 \$110,028.70
(With no service level increase from Gas Tax Reserve account)

Estimated Costs of Service Level Increase Options in 2008;

It is suggested that any service level increases be tested for a six-month period and where the service is financially viable by meeting the existing revenue/cost ratios during the six-month trial, the test would be considered a success and the program would be recommended to continue.

Option 1)

A six-month test (July 1, 2008 to December 31, 2008) of the 5th Route - Express Commercial concept and additional Paratransit bus (estimated at \$140,000 including expected revenue).

Option 2)

A six-month test (July 1, 2008 to December 31, 2008) of the extended Evening Service Hours to 9:45 p.m. for both Conventional and Paratransit Services (estimated at \$120,000 including expected revenue).

Option 3)

A six-month test (July 1, 2008 to December 31, 2008) of extended Morning Service Hours from 6:15 a.m. for both Conventional and Paratransit Services (estimated at \$40,000 including expected revenue).

Financial Considerations:

The cost of operational changes recommended for 2007 (Free annual services and Paratransit registration fee) total \$17,000 and will be addressed during the 2007 operating budget approval process.

The financial planning component of this report, which provides the planned expenditures for transit service during the next two-years and relates those expenditures to the expected funding that will be made available from various government sources has been reviewed by the Treasury Staff.

Respectfully,

Dave White – Supervisor of Roads and Transportation
Environmental Services

Reviewed By: Treasury Env Services Planning City Clerk HR Other



MADD*

Mothers Against Drunk Driving™
Les mères contre l'alcool au volant™

ST. THOMAS CHAPTER

P.O. Box 23016, 417 Wellington Street, St. Thomas, Ontario, Canada N5R 6A3 Telephone: (519) 637-3333
E-mail: maddstthomas1@rogers.com

October 2, 2006
Mr. David White
City of St. Thomas Environmental Services
P.O. Box 520
St. Thomas, Ontario
N5P 3V7

Dear Mr. White:

MADD St. Thomas was formed in 1999 by a group of concerned citizens committed to stopping impaired driving and supporting victims of this senseless crime. Every day, on average, 4 Canadians are killed and 192 Canadians are injured on our roadways due to alcohol related crashes. Traditionally there is a higher incidence of impaired driving crashes during the holiday season.

In 2004 free bus service was provided in St. Thomas on New Year's Eve. This service was well utilized and feedback from our residents was positive. I believe that council shares our commitment to keep our community a safe place to live and on behalf of MADD St. Thomas I urge Mayor Kohler and St. Thomas City Council to renew their support of this service.

Sincerely,

Kathy Gilchrist
President

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July 26, 2006

Honourable Mayor Jeff Kohler and City Council Members
545 Talbot St.
St. Thomas, Ontario
N5P 3V6

Dear Mr. Mayor and Council Members,

Please accept this letter as a request to continue our arrangement to purchase children's bus tickets at a reduced rate for the YWCA Summer Camp.

We currently have approximately 35-45 children per week attending camp. As a not-for-profit organization, it is our goal to offer services to families regardless of their ability to pay. Many of our clients are families living below the poverty line, facing multiple barriers, and whose children truly deserve and need an opportunity to attend camp and public swim.

The children who attend the camp take the city bus both ways, four days a week to go to the Jaycees Pool. We pay the admission price to the City of St. Thomas for each child to attend the public swim. We are currently out of bus tickets and it has been our practice to contact the city to purchase tickets in bulk at a reduced rate. However, this year the current staff, who would have been unfamiliar with this practice, are requesting an official letter to confirm this previous approval.

We apologize for this short notice, but we are asking for your cooperation in approving that this reduced rate of \$.50 per child's ticket continues. The difference in cost makes the determination as to our ability to consistently take the children to the public swim. For many of our children it will be the only chance they may have to attend the outdoor pool.

At this time we need to purchase a minimum of 1,000 tickets for the balance of the summer as soon as possible. We would ask for you to continue to honour our long-standing pricing of \$.50 per ticket.

If you have any questions at all or require clarification, please don't hesitate to call. You may speak to Marla Champion or Betty Barnhardt.

Thank you for your time and consideration,

Marla Champion
Executive Director
YWCA St. Thomas Elgin
519-631-9800



Thumbs Up!
ACCESS AND AWARENESS COMMITTEE
ST. THOMAS - EGIN

30

Handwritten: #12
#88

November 23, 2005

Mr. David White
P. O. Box 520, City Hall,
545 Talbot St.,
St. Thomas, Ontario
N5P 3V7

Dear Mr. White,

At our last meeting, we held an avid discussion about the transportation provided by the city and the lack of transportation to the Fantasy of Lights display. Hearing that the Fantasy of lights may disband due to lack of volunteers, what we have to say maybe a moot point for the 2006 year but is critical to this year, 2005.

Firstly, we would like to commend the city on its Paratransit system. We think it is one of the best in Ontario. We know that it is a costly operation to run, but we feel that it and the transit buses should some how access the Fantasy of Lights during the month of December as a special program for the local citizens of St. Thomas.

Couldn't the bus route that runs near the park go through the park after 5:00 PM?
Couldn't a special run be advertised for Paratransit passengers and the results used to decide if a special tour could run on a designated night? Why couldn't the regular bus, that is free on New Year's Eve., make a tour of the park on the New Year's Eve run?
All of the above suggestions came out of our discussions.

Awaiting your reply.

Handwritten signature of Stan Taylor
Stan Taylor
Chair
St. Thomas Access and Awareness Committee

Cc City Council



Corporation of the

City of St. Thomas

3/

Report No.

ES117-06

File No.

05-047-10

Directed to:

Chairman Marie Turvey and Members of the Environmental Services Committee of Council

Date

October 16, 2006

Department:

Environmental Services

Attachment

SPH Engineering Letter
Aboutown Transit Letter

Prepared By:

Ivar Andersen, Manager of Operations & Compliance

Subject:

Transit Facility Improvement Options

RECOMMENDATIONS

It is recommended that report ES117-06 be received for information and direction.

Origin

In 2005, City Council approved in principle the Ridership Growth Strategy and Asset Management Plan for the St. Thomas Transit system. This plan included the design of the rehabilitation of the Transit Terminal building in 2006 and construction of this rehabilitation in 2007. Subsequently, on October 10, 2006, Council adopted report ES111-06 and approved the retention of SPH Engineering Inc. for this design work. At the same time, SPH Engineering Inc. was retained to give rough estimates for undertaking the following additional work:

- A work plan for the design and construction of the space requirements for ticket/pass sales, driver dispatch and paratransit bookings to be provided at the old railway station.
- A work plan for the design and construction requirements to retain the 2nd floor of the transit terminal building for the main purpose of providing file storage space.

Analysis

On October 5, 2006, staff met at the old railway station with SPH Engineering, old railway station representatives and Ald. Marie Turvey to determine what portion of the Old Railway Station would be available for transit use and to have an understanding of what the renovation requirements would be. On the same date, staff met at the Transit Terminal Building with SPH Engineering and Ald. Marie Turvey to review the requirements to retain the 2nd floor of this building.

Attached are the estimates provided by SPH Engineering for the design and construction costs and an estimate provided by Aboutown Transit, the City's transit operator, for operating at both the Old Railway Station and the Transit Terminal Building. The following table summarizes these costs:

	Design Cost	Construction Cost	Total Capital Cost	Operating Cost/Saving per Year*
Retain & Renovate 2 nd Floor of Terminal Building	\$22,000	\$300,000	\$322,000	(\$2,256) – provided by Treasury
Renovate Portion of Old Railway Station for Transit	\$19,800	\$250,000	\$269,800 2	\$187,200 (based on 40 hrs per week at \$90/hr)

* NOTE: These estimates do not include utility costs such as electricity, gas and telephone.

Financial Considerations:

The Ridership Growth Strategy and Asset Management Plan had proposed to allocate a total of \$375,000 for the renovation of the Transit Terminal Building and the source of this funding was recommended to be the Provincial Gas Tax. At this time, no savings are anticipated for the design and construction of the renovation of the Transit Terminal Building as originally proposed. An additional source of funding would have to be found to finance either retaining the 2nd floor of the Transit Terminal Building or utilizing a portion of the Old Railway Station. Retaining and renovating the 2nd floor would need a capital expenditure estimated to be \$322,000 and would provide an annual saving of \$2,256. Using the Old Railway Station for transit office functions would need an estimated capital expenditure of \$269,800 and add an annual operational cost of approximately \$187,000 to the transit operating budget, not including utility costs such as electricity, gas and telephone.

Respectfully,


Ivar Andersen, Manager of Operations & Construction
Environmental Services

Reviewed By:


Treasury


Env Services

Planning

City Clerk

HR

Other

~1~



SPH ENGINEERING INC
Real World Engineering Solutions

1-65 Springbank Avenue North,
Woodstock, Ontario N4S 8V8

October 10, 2006

The Corporation of the City of St. Thomas,
545 Talbot Street,
St. Thomas, Ontario N5P 3V7

**Attention: Mr. I. Andersen, P. Eng.,
Environmental Services Department,
St. Thomas City Hall**

**Re: Request for Revised Proposal
St. Thomas Transit Garage and Train Station
Job 6102**

Dear Mr. Andersen,

As requested, I have prepared estimated costs for both design fees and construction costs for the two projects listed below:

1. Renovation of the Transit Terminal Building

The scope of this project has been revised to include provision for repairing and renovation to the existing second floor of the existing building. I have based this estimate on the site meeting held October 5, 2006 and on the earlier reports prepared by PBHCL Consulting Limited on the condition of the building. The following items are included.

- **Design Fees:**
 - It is estimated that the additional design fees required to prepare design and tender documentation is approximately \$22,000 plus GST. This includes structural design for the new roof structure, renovations to the existing residence for possible use, design of second floor wall repairs, design of new building finishes and heating and cooling systems.
- **Construction Costs:**
 - Additional construction costs for the work involved to renovate and repair the building second floor are estimated to be approximately \$300,000 plus applicable taxes.



SPH Engineering Inc.

2. Renovation of a portion of the existing Train Station Building:

The scope of this project includes renovation of approximately 2000 square feet of the existing train station building to include an office for transit personnel, a transit ticket sales outlet, a waiting room and washrooms. This renovation also includes provision for renovation to and installation of building plumbing and heating and cooling systems. The following items are included.

- Design Fees:
 - It is estimated that the design fees required to prepare design and tender documentation for this renovation is approximately \$19,800 plus GST. This includes preparation of floor plans, design of new interior finishes and heating and cooling systems.
- Construction Costs:
 - Construction costs for the work involved to renovate and repair the portion of the train station building are estimated to be approximately \$250,000 plus applicable taxes.
- SPH Engineering Inc. has partnered with Integrated Engineering to provide mechanical and electrical design services for this project.
- SPH Engineering Inc. is qualified under the requirements of the Building Code Statute Law Act, 2002, Bill 124. The design professionals are qualified for Small Buildings, Large Buildings and Structural Design. Our mechanical sub-consultants, Integrated Engineering, are also qualified under Bill 124 for Building Services and Plumbing.
- Hourly rates for staff are:
 - Engineer \$120/hour
 - Senior Designer \$75/hour
 - Designer \$60/hour
- Disbursements are invoiced at our cost.

SPH Engineering Inc. is an engineering company formed by engineers and support staff who have over 60 years of combined experience in site design, building design, site servicing design, storm water management, municipal approval processes and construction. Our projects have included municipal office and service buildings, institutional buildings, industrial buildings and commercial buildings. SPH

SPH Engineering Inc.

Engineering is located in Woodstock, Ontario with the 401 highway system conveniently nearby.

I am available at your convenience to review this proposal. I thank you for the opportunity to present this proposal to you and look forward to working with you on this project. Our standard terms as submitted with our original proposal apply to this revision.

Yours truly,



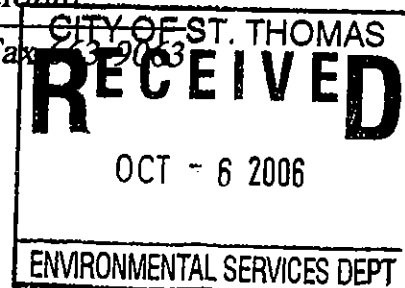
Paul Harris, P. Eng.,
SPH Engineering Inc.



UWO Transit Service
St Thomas Transit Services
CKtransit Chatham Conventional

P.O. Box 2033, London, On, N6A 5J4 (519) 663-2222 Fax 223-9053

The City of St. Thomas
P.O. Box 520
City Hall Annex
St. Thomas Ontario
N5P 3V7



Attention: Mr. Ivar Andersen, Manager of Operations and Compliance

Dear Ivar: Re: Your file 05-047-01 & 08-315-01

Pursuant to your request that we consider the feasibility of operating the office portion of our operation at the CASO railway station; it does not appear that the increase in costs would add any value to the overall transit service. A few things to be considered are the costs of leasehold improvements, ongoing rent and utilities, additional staff costs and the fact that very little new revenue will be generated by the facility. In order to service the new facility with a Transit Bus, we will have to alter the existing Talbot Street run which is already stretched for time. The dispatcher looks after counter sales, telephone enquiries and dispatch at our existing facility. The Depot Coordinator's responsibilities include staff supervision, telephone inquiries, liaison with the city and other ISO related activities. The Depot Coordinator cannot be left alone in the building from a Health and Safety point of view and dispatch works well with the Dispatcher having face-to-face contact with the drivers as they come on and off duty. Furthermore, the ability to respond to buses that breakdown during service and or drivers who become ill is jeopardized by separating the Depot Coordinator and Dispatcher. Both are familiar with the Paratransit and Transit Runs and either could deliver a replacement vehicle as the need arises. Accounting and other office functions are handled out our Head Office facility.

From an operational point of view the split of dispatch from the driver pool at the existing facility is likely to result in an overall reduction in Quality of Service by increasing the probability of service failures and limit our ability to initiate immediate action in response to unscheduled situations. The increase of staff levels required for the new facility will be approximately \$90.00 per operating hour. The further costs of the second facility itself as well as the split staffing result in an overall higher cost per ride to the City with no additional transit passengers carried. As always, we wish to assist the City in any manner we can.

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ABOUTOWN
Group of Companies

If we can be of any further assistance in this matter, please do not hesitate to contact me. In the event that our attendance before council would assist in the analysis of the proposal, we would be pleased to do so.

Yours truly,

A handwritten signature in black ink, appearing to read 'J. Donnelly', with a large, stylized initial 'J'.

James T. Donnelly, President
Aboutown Transit Inc.



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**The Corporation of the
City of St. Thomas**

Report No. OW-04-2007

File No.

Directed to: Chairman Lori Baldwin-Sands and
Members of the Committee of the
Whole (Social Services)

Date: February 1, 2007

Subject: Approved AHP projects - update

Attachment 1: Checklist

Department: St. Thomas – Elgin Ontario Works

Prepared By: Elizabeth Sebestyen, Housing Administrator

Recommendation:

THAT this report OW-04-2007 to update Council on the status of the Canada-Ontario Affordable Housing Program approved projects be received and filed as information.

Background:

On January 15, 2007, Council approved three projects for \$3.5-million in funding under the Canada-Ontario Affordable Housing Program (AHP), Rental & Supportive component. A fourth project was also recommended pending additional funding from the Province.

Status Update:

In order to ensure the expeditious processing of these AHP projects, required documentation for the three approved projects was forwarded to the Ministry of Municipal Affairs and Housing offices in London within the week following Council's approval.

Included in the package of information submitted to the Ministry were Project Information Forms (PIFs) which described the developments in detail based on information submitted in the RFP proposals as well as project milestones, rents, financing information, development capital costs, and funding schedules.

One Project Information Form package was submitted for each of the three approved projects. The amount of Canada-Ontario Affordable Housing Program funding was itemized in the documents as follows and as approved by Council on January 15, 2007:

1. \$1,504,108 for the 23-unit apartment building at 25 Scott Street in St. Thomas to be developed by Novi Construction Limited,
2. \$828,000 for the 12-unit apartment building at 78 Steele Street in St. Thomas to be developed by Walter Ostojic & Sons Ltd., and
3. \$1,167,892 for the 16-unit seniors' apartment building in West Lorne based on a proposal submitted by West Lorne Heritage Homes.

An extract from the January 15, 2007 Council Minutes reiterating the full recommendation in Report OW-01-2007 was also forwarded to the Ministry to communicate Council's request for additional AHP funding for the fourth project proposal submitted by Dutton & District Lions Non-Profit Housing Corporation and to request an allocation under the Brownfields Initiative for the West Lorne project.

The PIFs were reviewed and approved by the Ministry's London Regional Office, and have now been forwarded to the Ministry's Delivery Branch in Toronto for final approval. Once approved, Conditional Letters of Commitment for AHP funding will be signed by the Minister of Municipal Affairs and Housing John Gerretsen and forwarded to the successful proponents.


The amount of AHP funding for these three projects will not change should Council decide, in future, to grant financial concessions to any of the St. Thomas proponents. It was concluded that to request retroactive adjustments to the funding amounts submitted in the PIFs would cause unjustifiable delays in the delivery of the program. However, a recommendation regarding municipal financial concessions for future affordable housing projects will be brought to Council for consideration shortly, following further interdepartmental consultations.

Next steps:

For Council's information, attached is an outline of the step-by-step approval process for AHP Rental and Supportive Housing projects. Checkmarks indicate steps taken to date for the St. Thomas – Elgin AHP projects.

It is anticipated that Contribution Agreements will be signed between the City and each proponent as soon as possible after Conditional Letters of Commitment are issued. The City Solicitor is currently reviewing a draft Contribution Agreement. The final Agreement will be brought to Council for approval shortly.

Submitted by


Elizabeth Sebestyen
Housing Administrator

Reviewed By:

Treasury

Env Services

Planning

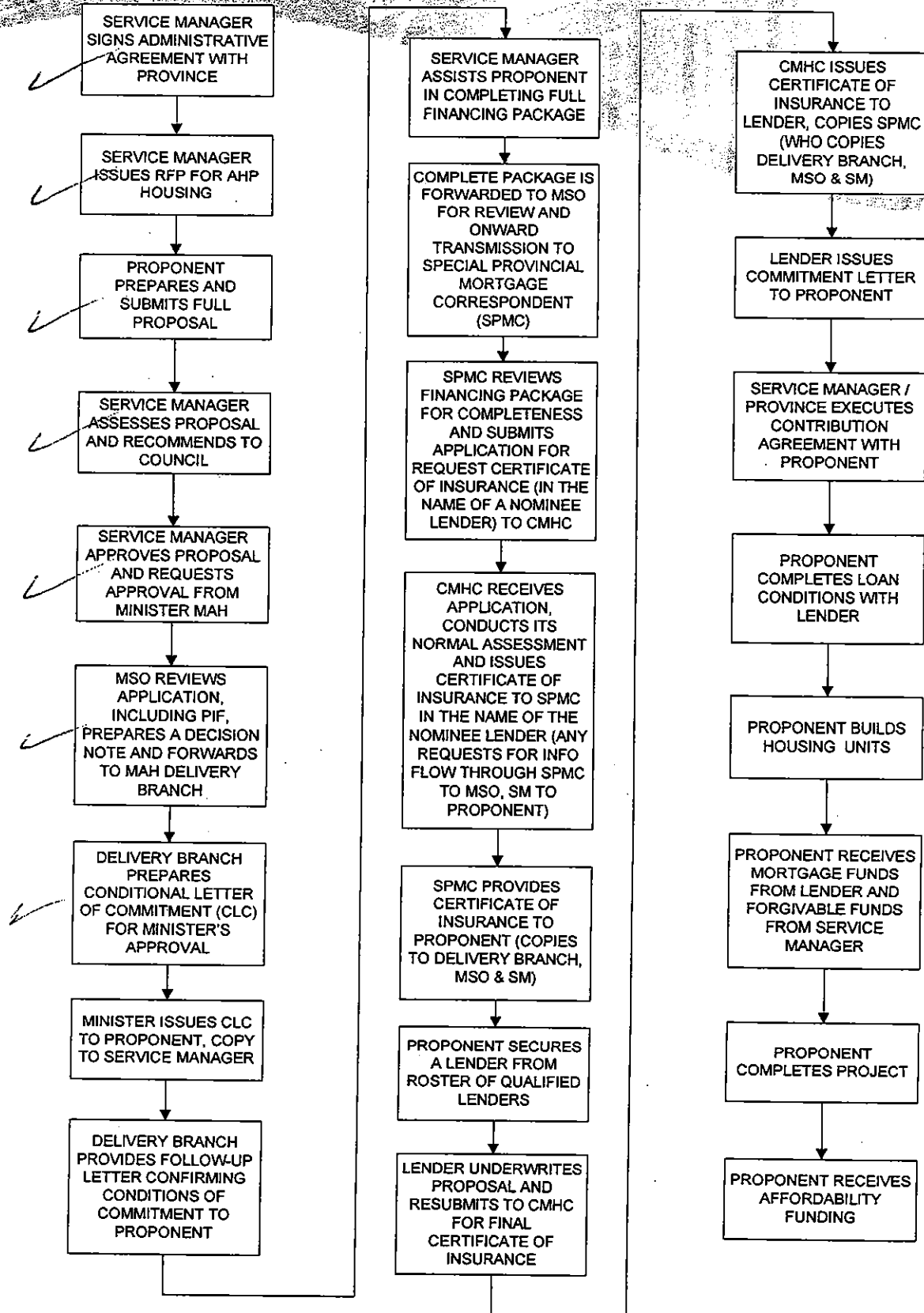
City Clerk

HR


Other

Ontario Mortgage and Housing Initiative

OMHI PROCESS FOR AHP RENTAL AND SUPPORTIVE PROJECTS





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Corporation of the
City of St. Thomas

Report No.

OW-07-02

File No.

Directed to: Chairman Lori Baldwin-Sands and Members of
Community & Social Services Committee

Date

February 5, 2007

Department: St. Thomas-Elgin Ontario Works

Attachment(s)

Prepared By: Sandra Datars Bere, Director Ontario Works

(1)

Subject: **Report for the months of October, November and December, 2006**

Recommendation:

That the report CR-07-02 of the Director of Ontario Works for the months of October, November and December 2006 be received and filed.

Analysis:

The fourth quarter of 2006 continued to be an active one within the Ontario Works and Housing department. The following is an overview of the activities in each of the department's program areas.

Income Maintenance:

The Ontario Works Income Maintenance division was kept busy in the fourth quarter of 2006 as intake for Social Assistance increased dramatically. The Christmas rush was handled efficiently by staff who took great care to ensure people in need were attended to. In November, the Service Delivery Model Technology under went an upgrade to make it more efficient; three more of these "productions" are planned for 2007. The ever changing legislation and staff turnover make the Income Maintenance division a very interesting and challenging place to work.

The Homelessness Initiative, Rent Bank and Energy Emergency Funds continue to assist the residents of the St. Thomas – Elgin community, aiding those in need to avoid eviction, and utility disconnections.

The Affordable Housing/ Rental Supplement has seen successful in providing affordable housing to vulnerable members of our community. This is still a new program, and in conjunction with our Social Housing division hope to see this program expand in 2007.

Employment:

Ontario Works Employment division ended this year with a full staff complement for the first time in over a year.

A meeting in late December with the Ministry of Community and Social Services regarding the Innovations Funding proposal submitted by our program resulted in positive feedback from the Ministry and we are hopeful our municipality will be selected as one of the successful proponents. News of the final selections for this funding will be announced in early 2007.

Our employment placement program continues to find employment placements for our clients. In the last quarter of 2006 there appeared to be an increase in the number of placements within the service sector, specifically in the food service sector. There have been some temporary layoffs within the industrial sector, but callbacks are anticipated in February or March of 2007.

Five Ontario Works clients have graduated from the Personal Support Worker Program at the Adult Learning Centre in January 2007 and another session begins in February 2007.

Two members of our employment team have been participating in the "Task Force for Enhanced Referrals" which involves all community partners in St. Thomas and Elgin County for discussions of establishing a common practice for client referrals. This task force originated in an attempt to (lessen) the impact of employment services moving from a federal to a provincially-driven program in early 2007.

The employment program anticipates another year of challenges and change as it prepares to strategically transition from activity-based funding to outcome-based funding.

Child Care:

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Staff has been busy in the later half of the last quarter in regard to training. The ministry will be introducing new initiatives in 2007 and as a result staff were required to attend a number of training sessions and meetings in regard to these changes. Staff completed training on the Ontario Child Care Management System (OCCMS web) and on November 24 2006, the switch to the new version was made. The Web version will ultimately allow Child Care Centers to send data electronically through the system. The enhancement will create a more efficient way to process fee subsidy attendance forms, and vacant childcare space lists.

The new Income Testing initiative comes into effect January 2, 2007. Prior to this date staff were involved in intensive training in preparation for the new Income Testing process, which will determine the availability of childcare fee subsidy for each applicant. This training was completed in December 2006.

Childcare spaces continue to fill quickly in full day programs in the city. Infant and toddler spaces and programs with transportation are running at full capacity. The county childcare programs have open spaces in all age groups. Currently Ontario Works does not have a waiting list for fee-subsidy however certain child care centres do carry a wait list for spaces in some age groups.

The Best Start Implementation committee met on October 18, 2006 to review and update developments in the Best Start program. This committee is meeting to look at community coordination and it's role in the community. The Early Learning Centre's project to expand childcare spaces in a new facility has been finalized and anticipates completion in Sept 2007. One-time Best Start Wage improvement funds were allocated as per Ministry guidelines to the centers that qualified for the funds. This was completed in December 2006.

Social Housing:

Canada-Ontario Affordable Housing Program update

Rental & Supportive (capital) component:

On October 16, 2006, City of St. Thomas Council approved the signing of the Administration Agreement with the Province for local delivery of the Rental & Supportive (capital) component of the Canada-Ontario Affordable Housing Program. On October 17, 2006, staff issued a Request for Proposal call by invitation to the top five proponents from the Expression of Interest call earlier in the year. The RFP closed on December 5. An independent Selection Committee met twice during December to review and rank the proposals. The Committee recommendations were approved by City Council on January 15, 2007 and have been forwarded to the Ministry of Municipal Affairs and Housing for final approval. Three proposals for a total of 51 units were approved for Wave 1 AHP funding in the amount of \$3.5-million, as follows:

1. \$1,504,108 to Novi Construction Limited for a 23-unit apartment building at 25 Scott Street in St. Thomas,
2. \$1,167,892 to West Lorne Heritage Homes for a 16-unit seniors' apartment building adjacent to the West Elgin Community Health Centre in West Lorne,
3. \$828,000 to Walter Ostojic & Sons Ltd. for a 12-unit apartment building at 78 Steele Street in St. Thomas.

Council also approved a proposal for a 30-unit seniors' apartment building in Dutton put forward by Dutton & District Lions Non-Profit Housing, pending receipt of an additional \$2,100,000 in AHP funding from the Province. A request for additional funding has been submitted to the Ministry.

Council also agreed to submit a request to the Ministry to consider the West Lorne Heritage Homes project for funding under the Ministry's new AHP Brownfields Initiative. This would free up funding allocations for 16 units from Wave 1.

Housing Allowance component:

Six agreements, representing 28 units of housing, have now been signed with private landlords in St. Thomas under the Housing Allowance Program in which eligible tenants are provided with an allowance of \$150 per month towards rent. The units are first offered to Ontario Works clients in need of more affordable accommodations. A total of 30 units and \$270,000 in funding were allocated to the St. Thomas - Elgin Area under this 5-year program.

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Homeownership component:

On December 18, 2006, City of St. Thomas Council approved entering into an Administration Agreement with the Province for local delivery of the Homeownership component. This Program is intended to ease the demand for rental housing by assisting renter households with the purchase of their own affordable homes. The St. Thomas – Elgin Area was allocated \$189,000 for 24 units at an average of \$7,875 per home. The funding will be used to provide eligible renter households with 5% of the downpayment toward the purchase of a home. Renter households must have incomes below \$53,700. Maximum affordable house prices have been set at \$178,500. Housing staff is working with City of London staff to jointly deliver this component.

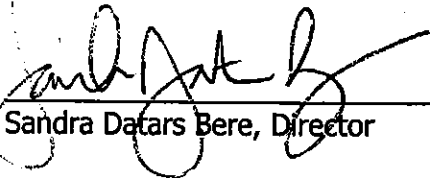
Social Housing Advisory Committee:

This Committee, which was formed in response to recommendations made in the 2004 Affordable Housing Strategy, continues to meet bi-monthly to address overall social housing needs. Members of the Committee include a representative from the YWCA, a social housing provider, Canada Mortgage and Housing Corporation, the City's planning department, the London-St. Thomas Association of Realtors, the West Elgin Community Health Centre, the Elgin Association for Community Living, and social housing staff. The possibility of applying for funding under the newly-announced Homelessness Partnering Strategy (HPS) will be investigated. This is a two-year federal government initiative for the development of transitional and supportive housing leading to permanent housing. The 2004 Social Housing Needs Assessment identified an urgent need for transitional housing for homeless men and families in St. Thomas and Elgin County.

CMHC-RRAP funding extended:

Along with the announcement on the new Homelessness Partnering Strategy, the federal government also gave notice that the Residential Rehabilitation Assistance Programs (RRAP) will be extended for two years, effective April 1, 2007. These long-standing programs provide financial assistance toward the costs of modifications, renovations, and adaptations to enable low-income households to live safely and independently in their own homes.

Respectfully,



Sandra Datars Bere, Director

/ss

Reviewed By:

Treasury

Env. Serv

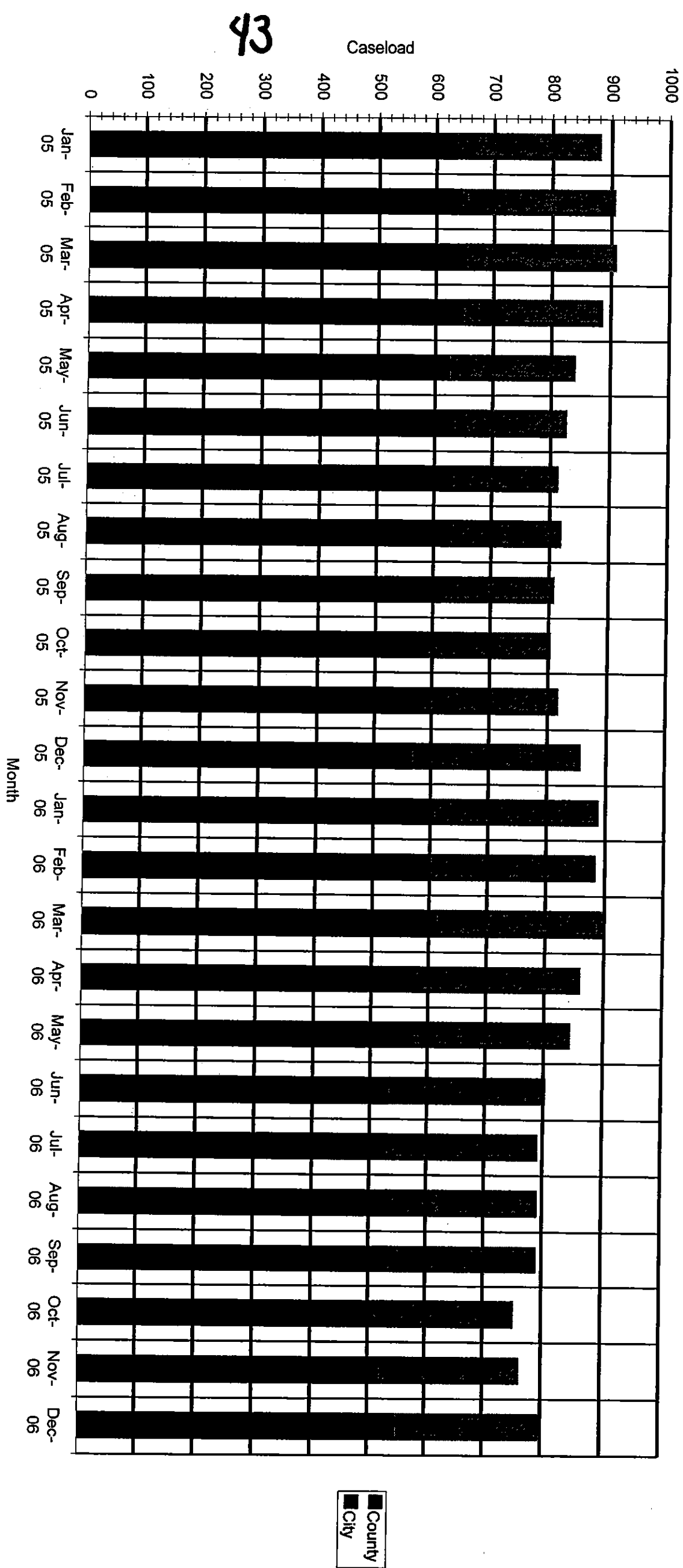
Planning

City Clerk

HR

OW & Housing

Ontario Works Caseload Trend 2005 - 2006

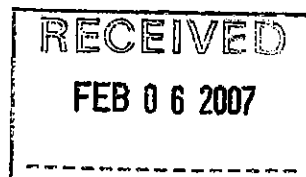


month	Caseload	City	County	Average 1/4ly Caseload
Dec-04	834	614	220	810
Jan-05	878	639	239	
Feb-05	903	649	254	
Mar-05	905	657	248	895
Apr-05	883	652	231	
May-05	837	629	208	
Jun-05	823	638	185	872
Jul-05	810	637	173	
Aug-05	816	626	190	
Sep-05	805	618	187	851
Oct-05	800	598	202	
Nov-05	814	591	223	
Dec-05	853	571	282	844
Jan-06	885	611	274	
Feb-06	881	606	275	
Mar-06	893	617	276	886
Apr-06	857	583	274	
May-06	841	572	269	
Jun-06	800	536	264	860
Jul-06	788	533	255	
Aug-06	788	533	255	
Sep-06	787	537	250	836
Oct-06	749	514	235	
Nov-06	759	523	236	
Dec-06	795	552	243	819
	819	2006 CY Avg		
	12	# Months		
	844	YTD Avg 2005		
	872	YTD Avg 2004		
	930	YTD Avg 2003		
	1052	YTD Avg 2002		

Council

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Live it
everyday!



June is Recreation and Parks Month
www.recreationandparksmonth.ca

City of St. Thomas
Receiver

FEB 06 2007



To: Mayor Barwick and New Council,

In Ontario, June has been proclaimed as Recreation and Parks month. Celebrating the benefits of parks and recreation is an exciting way to "jumpstart" the summer season and profile many of the important and valued services, events and facilities across the Province.



We also know, two-thirds of Canadians are inactive and we continue to see significant increases in obesity rates, most alarmingly in children and youth – causing a serious threat to their personal health, as well as a strain on the already burdened public health care system. In Ontario, obesity costs approximately \$1.6 billion annually. Increasing citizen participation in recreation and parks activities is one of the best ways that health care costs can be reduced.



"June is Recreation and Parks Month" (JRPM) is a growing national campaign that provides a great opportunity to draw attention to the important benefits and values of recreation to individuals, families, neighborhoods, and communities. "Live it Everyday" is our theme – created to express the need to embrace and participate in recreation and parks programs, services and facilities, everyday!

Our four sponsoring organizations have created numerous tips and resources to assist your community or agency in celebrating the benefits of parks and recreation services. We are proud to launch the June is Recreation and Parks Month Community Tool Kit, enclosed for your dissemination within your community. This tool kit provides you with valuable information and resources such as a community proclamation template, fact sheet, event ideas, success stories and numerous links to organizations that can assist in your JRPM planning.

This June, make it a "Recreation and Parks Month"! Join the growing number of Ambassadors that celebrate and recognize the value of recreation and parks within their community. Get active, get healthy, and "Live it Everyday!"

Sincerely,

Darlene Joslin

Darlene Joslin
Chair, Provincial JRPM Committee

