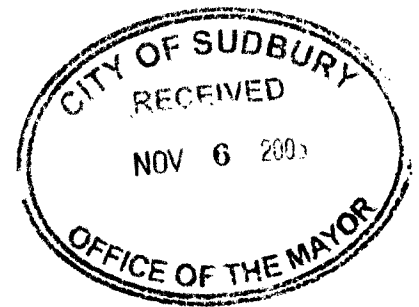


**music and film in motion**  
**musique et film en mouvement**



November 6, 2003

Jim Gordon  
Mayor  
City of Greater Sudbury  
Tom Davies Square  
200 Brady Street  
Sudbury, ON  
P3E 5K3

Mayor Gordon:

On behalf of the Board of Directors of Music and Film in Motion (MFM), I would like to request an opportunity to present an update on our activities to yourself and Council. Our hope was to make our presentation on Thursday, November 27.

This year has seen tremendous growth for MFM, and includes a number of successes that we wish to inform you about. It would also be an appropriate opportunity for us to thank you and Council for the incredible support shown to us over the last number of years.

If you require any further information about our request, please do not hesitate in contacting me, or Dennis Landry our Executive Director.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Palumbo".

Mark Palumbo  
President  
Music and Film in Motion

# Request for Decision City Council




Type of Decision									
Meeting Date	November 27, 2003				Report Date	November 19, 2003			
Decision Requested		Yes		No	Priority		High		Low
	Direction Only				Type of Meeting		Open		Closed

Report Title
Recommendations from the Technical Steering Committee (Waste Optimization Study)

Policy Implication + Budget Impact	
	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.
	Background Attached

Recommendation
<p>That the recommendations of the Technical Steering Committee detailed in the General Manager of Public Works report dated November 19, 2003 be approved; and that</p> <p>Staff prepare a follow-up report for the first Council meeting scheduled in 2004.</p>
Recommendation Continued

Recommended by the General Manager
 D. Bélisle General Manager of Public Works

Recommended by the C.A.O.
 Chief Administrative Officer

Date: November 19, 2003

## Report Prepared By

C. Mathieu  
Manager of Waste Management

## Division Review

The Technical Steering Committee (for the Waste Optimization Study) has been given the responsibilities to function as Council's public liaison committee on current waste management issues. The various issues have been summarized below and the Technical Steering Committee (TSC) is recommending the following to Council:

- 1) Pro-rating the first 100 kg (220 lbs) for the existing weekly residential landfill tipping fee exemption.  
  
Under the current system, if the resident delivers 130 kg of garbage to the landfill, the tipping fee rate that would be charged would be \$9 (130 kg \* \$72/tonne). By pro-rating the first 100 kg, the resident would be charged \$2 (130 kg - 100 kg = 30 kg \* \$72/tonne). The budget impact or the anticipated loss in revenue as compared to 2003 is expected to be significant (preliminary estimates indicate an annualized figure of over \$400,000). A revised estimate will be prepared for the January 2004 report.
- 2) Four (4) Amnesty Saturdays (as opposed to one week in the Spring and one week in the Fall) - no tipping fee for one visit per Saturday (for residents delivering household garbage in a private motor vehicle or vehicle/trailer combination and tracking will be according to the current license plate system). Scheduling the Amnesty Saturdays over the Spring, Summer and Fall seasons will give residents a greater opportunity to use the service and to plan major clean-ups. It will also provide less disruption to regular weekday landfill users. Budget implications will be prepared for the January 2004 report.
- 3) Waiving the \$2 tire tipping fee (for four (4) tires 34" in diameter or less) on the Four Amnesty Days. Budget implications to be developed for the January 2004 report.
- 4) Increasing the low density residential bag limit to 6 bags for one week in the Spring and one week in the Fall. This will provide the majority of residents ample capacity to perform small household/garage clean-ups twice a year (without driving to the landfill). Budget implications will be prepared for the January 2004 report.
- 5) Selling garbage bag tags for residents that produce garbage in excess of three bags per week. This item will have a budget impact of approximately \$20,000 in 2004, but will be self funding in future years. The cost of the bag tags will be developed by staff and at this time the sale price is anticipated to cost \$2 or less.

Under the Municipal Act, items #1, #2, #3 and #5 require that we give a 21 day notice and hold a public input meeting. The TSC is recommending that these items be included in the December 16, 2003 public input meeting that has been scheduled to deal with the decrease in the tipping fee rate from \$72 to \$60 tonne. Staff would then report back to Council in early January 2004 and would request further direction from Council on how and when to proceed (i.e. deal with the item as a budget option, commence implementation immediately etc.).

Date: November 19, 2003

- 6) Public Education - The TSC recognizes the importance of providing on-going information and education on various waste management programs and recommends that the Waste Management Section continue on-going educational programs and establishes new programs that deals specifically with illegal dumping issues (i.e. how to report illegal dumpings, prosecuting illegal dumpers etc.) . To be funded from existing educational budgets.
- 7) Improve the image of the City of Greater Sudbury - This includes an increase in the Public Works roadside clean-up budgets to deal with regular roadside garbage/litter maintenance and vacant City property clean-ups; using the Waste Hotline phone number to have residents call in for "Litter Hot Spots" such as overflowing litter containers; and the continuation of the annual summer "Green Team". This was initiated under the Clean-up Greater Sudbury program in the Summer of 2003. The Green Team is made up of two summer students that focus on cleaning-up public areas within the City. The TSC is recommending that these items be approved. This will impact the budget by less than \$40,000 per year.
- 8) Residential Waste Drop-off Depots - Staff has received requests for additional residential waste drop-off depots from certain residents. Unfortunately, neighboring residents are opposed to the depots because they often attract bears and can be an eyesore when they are not used properly. The TSC is recommending that the CGS maintain existing depots, but that no new depots be established. No budget implications.
- 9) Municipal Facilities - To ensure garbage produced from municipal facilities is delivered to CGS landfill sites and to eventually gain efficiencies, the TSC is recommending that the provision of front-end waste collection and disposal from municipal facilities be handled as part of the High Density Residential waste collection contract effective October 2004. There will be internal adjustments required to apply the cost to the appropriate department, but no overall budget impact to the CGS.
- 10) Multi-type/commercial properties - Since amalgamation, harmonizing garbage collection services has been a long and difficult process. Certain property owners have lost municipal collection services while others were afforded the opportunity to join the collection service. After reviewing the situation, the TSC is recommending that the current system be maintained and that garbage collection services not be re-instated to multi-type/commercial properties. No budget implications.
- 11) Removal of the High Density Residential (HDR) Recycling Fee (\$17/unit) - the HDR recycling fee has been in place since the mid 1990's and generates approximately \$100,000 per year in user fee revenues. The TSC will be reviewing this item as part of the Waste Optimization Study. No recommendation or budget implication at this time.
- 12) Expansion of the Leaf & Yard Trimmings Collection Program - The TSC will be reviewing this item as part of the Waste Optimization Study. No recommendation or budget implication at this time.
- 13) Coinciding garbage, blue box, leaf & yard trimmings collection days. The TSC will be reviewing this item as part of the Waste Optimization Study. No recommendation or budget implication at this time.

**Date:** November 19, 2003

- 14) **Waste Collection Times:** Change garbage collection start time from 6 a.m. to 7 a.m. The TSC will be reviewing this item as part of the Waste Optimization Study. No recommendation or budget implication at this time.
- 15) **Reviewing Alternate Collection Days due to Statutory Holidays:** The TSC will be reviewing this item as part of the Waste Optimization Study. No recommendation or budget implication at this time.
- 16) **Increase Enforcement -** The TSC will be reviewing this item as part of the Waste Optimization Study. No recommendation or budget implication at this time.

# Request for Decision City Council

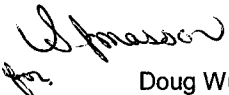



Type of Decision									
Meeting Date	November 27, 2003				Report Date	November 18, 2003			
Decision Requested	<input checked="" type="checkbox"/>	Yes		No	Priority		High		Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open		Closed

Report Title
PURCHASING BY-LAW: CONSEQUENTIAL AMENDMENTS

Policy Implication + Budget Impact	
<input type="checkbox"/>	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.
NONE	
<input type="checkbox"/>	Background Attached

Recommendation	
<p>THAT the draft Property By-law 2003 be passed and adopted to come into force on January 1, 2004;</p> <p>THAT the Delegation By-law be passed and adopted to come in to force on January 1, 2004;</p> <p>THAT sections 16(2), 20 and 21 of By-law 2001-2, as amended, remain in force and effect effective January 1, 2004.</p>	
<input type="checkbox"/>	Recommendation Continued

Recommended by the General Manager
 Doug Wuksinic General Manager of Corporate Services


Recommended by the C.A.O.
 Mark Mieto Chief Administrative Officer

**Report Prepared By**



Stephen Vrbanac  
Assistant City Solicitor

**Division Review**



Ron Swiddle  
Director of Legal Services/City Solicitor

The City's present Purchasing By-law will be repealed effective January 1, 2004 and will be replaced by the new Purchasing By-law, By-law 2003-300 passed by Council in October, 2003.

As a result of the repeal, there are amendments to existing bylaws which are required in order to maintain certain powers, authorities and budget procedures. It was expected that these consequential amendments would follow the passing of the Purchasing By-law 2003-300.

The three areas of by-law amendment or establishment are as follows:

1. A new Property By-law governing procedures to be followed by the City in respect to the purchase and disposal of surplus lands and other lands under municipal ownership.
2. A consolidated Delegation By-law incorporating functions of certain municipal officials found in the Purchasing By-law.
3. The continuation of existing budget-related functions pending the drafting of a Budget By-law.

**Property By-law**

A new Property By-law is required in order to ensure that the City has established procedures governing the acquisition and disposal of lands subsequent to January 1, 2004.

The By-law does not vary significantly from the current Purchasing By-law's Schedule "F" ("Procedures Governing the Disposal and Acquisition of Real Property") except as follows:

1. New Conflict of Interest provisions (section 6), the terms of which parallel wording in the City's new Purchasing By-law;
2. Full Marketability Surplus Lands shall be offered for sale by electronic advertising in addition to newspaper advertising (section 16);
3. Notice of the proposed sale of Full Marketability Surplus Lands shall be posted on the City's website only (section 20). The present Schedule "F" requires notice to be posted in a place accessible to the general public;
4. Council approval for a lease of land (i.e., a lease of City-owned land having a term of less than 21 years) is not required unless annual lease payments to the City exceed \$25,000 (section 27);
5. Council approval for the acquisition of land (i.e., by grant, lease or purchase) by the City is not required unless the acquisition price (i.e., the purchase price or lease payments) exceeds \$25,000 (section 35).

It is anticipated that the \$25,000 threshold referred to in subparagraphs 4 and 5 above will limit the number of approvals the Property Negotiator/Appraiser is required to bring forward to Council.

### **Delegation By-law**

It is recommended that a consolidated version of the Delegation By-law (By-law 2001-38A) be passed by Council in order to ensure that delegated authorities found in the Purchasing By-law are continued. These delegated authorities relate primarily to functions performed by the Director of Finance/City Treasurer and the Director of Legal Services/City Solicitor, for example, authorizing the City Treasurer to pay utility bills, to pay as they come due, all general accounts and claims against the City and to write off outstanding debit balances from uncollectible accounts, and authorizing the City Solicitor to commence legal process for the recovery of debts due to the City when such amounts do not exceed \$50,000 and to extend the closing of real estate transactions. In addition, the consolidated version of the Delegation By-law will contain job titles which are consistent with the City's organizational structure.

### **Purchasing By-law**

Certain budget-related functions contained in the existing Purchasing By-law need to be preserved pending the development of a Budget By-law. These functions include

1. Practices to be followed when dealing with expenditures from January 1<sup>st</sup> until approval of the annual City budget (Purchasing By-law 2001-2, section 16(2), attached);
2. Conditions to be applied in circumstances when supplies and services to be purchased have not been included in yearly estimates (Purchasing By-law 2001-2, section 20, attached);
3. Conditions to be applied in circumstances where the CAO determines a reallocation of staff and related amounts on a temporary basis may be necessary in the City's best interests (Purchasing By-law 2001-2, section 21, attached).

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**Payment and Collection of Accounts**

16. (2) References in this By-Law to amounts or expenditures authorized in the annual budget are deemed to include the following when dealing with possible expenditures from January 1st until the date the City's annual budget has been approved.

- (I) Regular expenditures that have been approved in the previous budget.
- (II) Items specifically authorized or directed by City Council.
- (III) Other expenditures with the approval of the Chief Administrative Officer.

**Budget Re-allocation**

**20. Notwithstanding anything to the contrary in this By-Law, supplies and services may be purchased in accordance with this By-Law even if these supplies or services have not been included in the yearly estimates, provided the following conditions are met:**

- a) the amount does not exceed \$25,000.
- b) the amount to be paid has been re-allocated from an item approved by City Council in the yearly estimates and the re-allocation has been approved by the Chief Administrative Officer or by the Chief of Police for items in the police budget;
- c) re-allocations out of the following accounts shall not take place without City Council approval:
  - 1) Salaries;
  - 2) Fringe Benefits;
  - 3) Conference, travel and memberships; and
- d) the Treasurer has first made a recommendation as to the availability of funds not committed to be re-allocated and as to the overall budget position, so that any re-allocation would not place the City into a deficit position or worsen a deficit position.

**This section cannot be used to increase City full-time complement without direct Council approval.**

**21.** Notwithstanding anything to the contrary in this By-Law, the **Chief Administrative Officer** is hereby authorized to re-allocate staff and related budget amounts as he or she sees fit on a permanent or temporary basis. The **Chief of Police** is also authorized similarly for police staff and related budget amounts. This section shall not apply however until the Treasurer has first made a recommendation as to the availability of funds not committed to be re-allocated and as to the overall budget position, so that any re-allocation would not place the **City** into a deficit position or worsen a deficit position.

# Request for Decision City Council




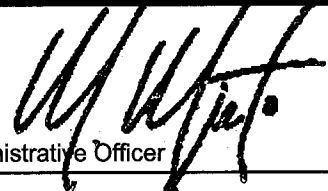
Type of Decision									
Meeting Date	November 27, 2003				Report Date	November 14, 2003			
Decision Requested	<input checked="" type="checkbox"/>	Yes		No		Priority	<input checked="" type="checkbox"/>	High	Low
	Direction Only					Type of	<input checked="" type="checkbox"/>	Open	Closed

Report Title
<b>Rayside-Balfour Fitness Centre</b>

Policy Implication + Budget Impact	
<input checked="" type="checkbox"/>	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.
<p>The Rayside-Balfour Fitness Centre Reserve Fund balance as of November 2003 is \$41,955.60. The proposed draw from the reserve fund in the amount of \$34,484.75 is within the reserve fund balance and has no impact on any other operating or capital budget.</p>	
Background Attached	

Recommendation
<p>WHEREAS the City of Greater Sudbury wishes to continue its partnership with the Rayside-Balfour Fitness Centre Volunteers; and</p> <p>WHEREAS Rayside-Balfour Fitness Association has requested that a draw be made from the Rayside-Balfour Fitness Centre Reserve Fund for the purpose of making renovations to the Rayside-Balfour Fitness Centre and for the purchase of additional cardiovascular fitness equipment;</p> <p>NOW THEREFORE BE IT RESOLVED THAT the Council of the City of Greater Sudbury authorize a \$34,484.75 draw from the Rayside-Balfour Fitness Centre Reserve Fund for the purposes of facility renovation and equipment acquisition.</p>
Recommendation Continued

Recommended by the General Manager
 Caroline Hallsworth General Manager, Citizen and Leisure Services

Recommended by the C.A.O.
 Mark Mieto Chief Administrative Officer

**Report Prepared By**



Réal Carré  
Director, Leisure Services

**Division Review**

**Executive Summary**

The Rayside-Balfour Fitness Centre is operated in partnership between the Rayside-Balfour Fitness Association and the municipality. Under the terms of the agreement all revenues and fundraising from the Rayside-Balfour Fitness Centre are deposited to the Rayside-Balfour Fitness Centre Reserve Fund for the express purpose of completing capital projects at the centre. The Association and city staff are recommending that Council authorize the draw from reserve for the purpose of facility renovation and equipment acquisition.

**Background**

The Rayside-Balfour Fitness Association was founded more than 20 years ago, with a mandate of providing a fitness facility to residents of the communities of Azilda and Chelmsford. The Rayside-Balfour Fitness Association works in partnership with Leisure Services staff in the operation of the Rayside-Balfour Fitness Centre, which is currently located at the Trillium Centre. The Association volunteers are committed to fund raising for the purchase of equipment and supplies for the Centre. Under the terms of the agreement between the Rayside-Balfour Fitness Association and the former Town of Rayside-Balfour, which agreement continues in effect, all profits from revenues and fundraising for the Rayside-Balfour Fitness Centre are deposited in the Rayside-Balfour Fitness Centre Reserve Account, for the purpose of acquiring equipment and enhancing or expanding the facility. Under the terms of the City of Greater Sudbury's Reserve Fund By-Law (2003-110F) the funds in the Rayside-Balfour Fitness Centre Reserve Fund may only be used for the Rayside-Balfour Fitness Centre.

The Leisure Services Department and the Rayside-Balfour Fitness Association are requesting that Council approve a draw from the Rayside-Balfour Fitness Centre Reserve Fund in the amount of \$34,485.00 which funds are to be used to renovate and expand the existing cardiovascular room and purchase additional cardiovascular equipment so as to meet the needs of the adult users of the Fitness Centre. The reserve fund has a current balance of \$41,955.60 and this draw is within the reserve fund balance.

# Request for Decision City Council



## Type of Decision

Meeting Date	November 27, 2003				Report Date	November 13, 2003			
Decision Requested	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Priority	<input type="checkbox"/>	High	<input type="checkbox"/>	Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open	<input type="checkbox"/>	Closed

## Report Title

**Contract for the Procurement, Cataloguing and Processing of Library Materials**

### Policy Implication + Budget Impact

☒ This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.

The procurement, cataloguing and processing costs are included within the library materials budgets.

Background Attached

### Recommendation


That the current contract for the procurement, cataloguing and processing of English and French language materials between the City of Greater Sudbury and the Library Services Centre (LSC), which has an estimated value of \$80,000 per year be extended for the years 2004, 2005 and 2006 with an option for further extension for the years 2007 and 2008.

Recommendation Continued

### Recommended by the General Manager

  
Caroline Hallsworth  
General Manager  
Citizen and Leisure Services

### Recommended by the C.A.O.

  
Mark Mieto  
Chief Administrative Officer

Date: November 13, 2003

## Report Prepared By



Ron Henderson  
Director, Libraries and Citizen Services

## Division Review

**EXECUTIVE SUMMARY:**

The Greater Sudbury Public Library uses an agent for the ordering, cataloguing and processing of materials for the library collections. It is recommended that the current contract with the Library Services Centre (LSC) be extended for a period of three years, with an option to negotiate for an additional two year extension if pricing remains favourable. The proposed contract extension is good for the City of Greater Sudbury as prices remain at 2003 levels in 2004 and increase by less than the rate of inflation for 2005 and 2006.

**BACKGROUND:**

In preparation for the creation of the new City of Greater Sudbury as RFP was issued in the fall of 2000 for the procurement, cataloguing and processing of library materials. Responses to the RFP were evaluated based on the respondent's proof of ability and experience, delivery of materials, pricing, quality of MARC record data, and procurement services including ordering, invoicing and reporting. Library Services Centre was the company that scored highest in the evaluation of the proposals and was contracted to provide the service for a period of three years, with an option to extend the agreement subject to the successful negotiation of appropriate pricing for the extension period.

Library Services Centre is a Canadian, non-profit corporation that is owned by libraries and which services as the central purchasing and processing centre for over 200 libraries from across the country. The guiding principles of LSC are that libraries can "benefit from pooling acquisitions, cataloguing and processing services and these benefits should flow back to the library". Amongst the benefits that we receive from working with a large centralized procurement system are substantial large volume-buying discounts which are passed on directly to us and timely access to new releases, including best-sellers.

Currently, LSC is the only Canadian company known to staff that is capable of providing the full range of services required by the City of Greater Sudbury Public Library for the procurement, cataloguing and processing of both French and English library materials. Since we began working with LSC in 2001, the company has worked hard to create profiles and establish work processes tailored to meet the unique requirements of the Greater Sudbury Public Library. At the time that the Request for Proposals was issued, there were no respondents who were capable of cataloguing and processing French language materials. However, in the intervening three years, LSC has worked particularly diligently on providing services for both French and English language materials and has been providing services highly satisfactory service for the entire collection.

**Date: November 13, 2003**

As detailed in the table below, LSC is also holding their fixed unit price cost of \$2.58 per unit for 2004 with price increases in 2005 and 2006 equal to the lesser of inflation or 2%.

<u>Year</u>	<u>Fixed Unit Price</u>	<u># of Materials Purchased</u>	<u>Total Cost</u>
2003 (Current Pricing)	\$2.58	30,000	\$77,400
2004	\$2.58	30,000	\$77,400
2005	\$2.63	30,000	\$78,900
2006	\$2.68	30,000	\$80,400

Given LSC's ability to respond to the requirements of the library, along with their favorable pricing structure, it is recommended that LSC be awarded an extension to the existing contract through years 2004 through 2006.

It is also recommended that upon the expiry of the contract in 2006, that staff review the marketplace for alternative service providers and if none are available, that there be an option for renewal for the years 2007 and 2008 subject to negotiations.



# Request for Decision City Council



Type of Decision									
Meeting Date	November 27, 2003				Report Date	November 17, 2003			
Decision Requested	<input checked="" type="checkbox"/>	Yes		No	Priority	<input checked="" type="checkbox"/>	High		Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open		Closed

Report Title
<b>Sudbury Community Arena Agreement with Molson Canada</b>

Policy Implication + Budget Impact	
<input type="checkbox"/>	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.
There are no budget implications.	
<input checked="" type="checkbox"/>	Background Attached

Recommendation
<p>THAT the City of Greater Sudbury enter into an agreement with Molson Canada for the Best Seats in the House Promotion; and</p> <p>FURTHER THAT the Delegation By-Law be amended to delegate authority to staff to enter into similar promotional agreements at the Sudbury Community Arena.</p>
Recommendation Continued

Recommended by the General Manager
 Caroline Hallsworth General Manager, Citizen and Leisure Services

Recommended by the C.A.O.
 Mark Mieto Chief Administrative Officer

Date: November 17, 2003

## Report Prepared By



Ray Mensour  
Manager, Sudbury Community Arena

## Division Review



Réal Carré  
Director, Leisure, Community and Volunteer Services

**EXECUTIVE SUMMARY:**

The City of Greater Sudbury has been requested to enter into an agreement with Molson Canada so as to allow for minor renovations at the Sudbury Community Arena to facilitate the introduction of a special promotion entitled "The Best Seats in the House".

**BACKGROUND:**

Molson Canada is working in partnership with the Sudbury Wolves Hockey Club Ltd. on a special promotion entitled "The Best Seats in the House". Under the terms of this promotion, which is modelled on promotions offered in other OHL and NHL venues, special armchair style seats are installed at the venue, replacing traditional seating as is currently available. At the Sudbury Community Arena, Molson Canada would require our permission to remove 8 regular seats in Section 1, Rows F and G, Seats 4, 5, 6, and 7. The area currently occupied by these seats would be modified by construction of a special platform, with appropriate railings for safety, on which would be installed two armchair style seats. Under the terms of the agreement with Molson Canada, they would be required to pay all costs associated with the installation of the platform and seats and also the costs associated with conversion of the space back to a traditional arena seating at the end of the promotion. In addition, Molson Canada would be required to purchase 8 tickets for all ticketed arena events that take place while their promotion is in place. Molson Canada has the appropriate insurance and risk management programs in place and the proposed renovations have been reviewed with both the Fire Department and Building Controls Department.

As these types of special promotions are becoming more common in community event venues, it is further requested that authority to enter into similar agreements specific to promotional activities at the Sudbury Community Arena is delegated to staff.

# Request for Decision City Council



## Type of Decision

Meeting Date	November 27, 2003				Report Date	November 20, 2003			
Decision Requested	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Priority	<input checked="" type="checkbox"/>	High	<input type="checkbox"/>	Low
	Direction Only				Type of Meeting	<input type="checkbox"/>	Open	<input type="checkbox"/>	Closed

## Report Title

**Accessible Transportation - Christmas and Other Statutory Holidays**

### Policy Implication + Budget Impact

☒ This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.

#### Budget Impact

The cost for adding service on Christmas Day, Boxing Day and New Year's Day in 2003 is \$1,500 per day for a total cost of \$4,500. This is a budget over-expenditure. The annualized cost of this program for holidays is \$9,000.

#### Policy Implication

The changes being proposed in this report represent an increase from the level of service set out in the Handi-Transit Policy.

Background Attached

### Recommendation

WHEREAS the City of Greater Sudbury wishes to facilitate travel on the Handi-Transit system on statutory holidays;

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. THAT the Policy Paper on Transportation for Persons with Physical Disabilities and the Service Harmonization Model, Option A, as approved by Council on August 14<sup>th</sup>, 2001, be amended to improve Handi-Transit service in the commuter service areas by immediately implementing service on statutory holidays;
2. AND FURTHER THAT staff be directed to develop budget options as part of the 2004 budget process to further accelerate the harmonization of

☒ Recommendation Continued

### Recommended by the General Manager

  
Caroline Hallsworth  
General Manager, Citizen and Leisure Services

### Recommended by the C.A.O.

  
Mark Mieto  
Chief Administrative Officer

**Report Prepared By**



Caroline Hallsworth  
General Manager, Citizen & Leisure Services

**Division Review**

**Recommendation** (Continued)

Handi-Transit service in the commuter areas.

**Executive Summary**

Accessible transportation service on statutory holidays in the commuter areas has been provided only by a privately run accessible taxi company which will not be operating this holiday season. To ensure that citizens who require accessible transportation can visit with their families this holiday season and on other statutory family holidays, it is recommended that Council amend the harmonization of Handi-Transit service in commuter areas by immediately implementing service prior to this Christmas season.

**Background**

Prior to amalgamation, Handi-Transit hours of service varied considerably between municipalities, with residents of the former City of Sudbury receiving service comparable to the conventional transit service hours and residents of outlying communities receiving substantially fewer hours of service. In August 2001, Council approved a "Policy Paper on Transportation for Persons with Physical Disabilities" and at that time implemented a service harmonization plan which would phase in harmonized Handi-Transit service over a four-year period. While daytime hours of service to commuter areas were added in 2003, providing Saturday service in the commuter areas was scheduled for implementation in 2005.

Christmas is a time when it is important for families and friends to get together. Handi-Transit service is provided in the former City of Sudbury on all holidays, including Christmas Day, Boxing Day and New Year's Day. However under the current phase-in plan approved by Council, service on statutory holidays was not planned to be offered in commuter areas. In previous years, a local taxi company with an accessible fleet has provided service on holidays, including Christmas Day, Boxing Day and New Year's Day. However we have recently been advised that this company will not be providing service during the upcoming holiday season, thus leaving many individuals with physical disabilities unable to travel on these dates as they can only travel in an accessible vehicle. This makes it imperative that the City amend the planned service level phasing in to commuter areas to include service on statutory holidays when families get together: New Year's Day, Good Friday, Easter Sunday, Thanksgiving, Christmas Day and Boxing Day. Handi-Transit may be the only transportation alternative for many individuals with physical disabilities on these family holidays.

Our current Handi-Transit service provider has advised that they can provide harmonized service to commuter areas on statutory holidays at a cost of \$1,500 per day. Because of heavy demands on the Handi-Transit system which continues to experience increases in ridership and increased requests for service, this budget area is anticipated to be \$250,000 over budget in 2003 and even with this over expenditure, Handi-Transit service is being stretched to the limit. Staff therefore respectfully suggest to Council that it is imperative that through the 2004 budget process we review Handi-Transit service levels and further that we develop options for Council's consideration to further accelerate the harmonization of Handi-Transit service in commuter areas.

**Option A**

<b>Implementation</b>	<b>Service Improvement Priorities</b>	<b>Cost Components of Service Improvements</b>	<b>Budget Increase</b>	<b>Projected Budget</b>
1) September 2001	>harmonize fares in service area to \$1.75 >harmonize service hours in commuter area from 7:15 a.m. to 5:00 p.m.	>approximately \$40,000 financed from 2001 operating surplus	\$0	\$1,142,755
2) 2002	>maintain 2001 service level	>annualized cost of fare harmonization >annualized cost of service hours harmonization >passenger increase	\$103,000	\$1,245,755
3) 2003	>add additional vehicle time during day shift 7:15 a.m. to 5:00 p.m. to accommodate customer demand in commuter area	>increase commuter hours and passenger trips >annual increase in inflation, trips	\$112,000	\$1,357,755
4) 2004	>increase service hours in commuter area to 7:15 a.m. to 9:30 p.m.	>additional commuter service hours	\$122,000	\$1,479,755
5) 2005	>increase service hours in commuter area to include Saturday service 9:15 a.m. to 7:00 p.m.	>additional commuter area passenger trips >inflation and passenger increase	\$133,000	\$1,612,755
Based on the above projects, which are subject to various internal and external variables, transportation services for persons with disabilities will achieve complete harmonization by 2005.				

# Request for Decision City Council



## Type of Decision

Meeting Date	November 27, 2003				Report Date	November 18, 2003			
Decision Requested		Yes	<input checked="" type="checkbox"/>	No	Priority	<input checked="" type="checkbox"/>	High		Low
	Direction Only				Type of	<input checked="" type="checkbox"/>	Open		Closed

## Report Title

Sunset Review - Mayor and Council's Children First Roundtable

### Policy Implication + Budget Impact

This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.

No Financial Impact

☒ Background Attached

### Recommendation

For Information Only

Recommendation Continued

### Recommended by the General Manager

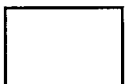
*C Sandblom*

Catherine Sandblom  
General Manager, Health and Social Services

### Recommended by the C.A.O.

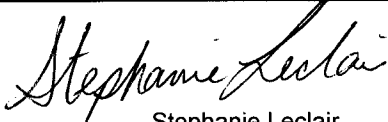
*Mark Mieto*

Mark Mieto  
C. A. O.



Date: November 18<sup>th</sup> 2003

**Report Authored By**



Stephanie Leclair  
Policy/Community Developer

**Division Review**



Carmen Ouellette  
Director Children Services

## 1.0 Background

This document provides a rationale for the continuation of the Mayor and Council's Committee on Children's issues, its operational Terms of Reference, and a review of the activities of the committee since its inception.

### 1.1 Mayor and Council's Children First Roundtable - Recommendation

" That Mayor and Council's Children First Roundtable be re-constituted for the next political term"

### 1.2 Terms of Reference

#### Mission

The Mayor and Council's Children First Roundtable is a committed partnership of elected representatives, local experts, businesses and citizens working together to build a sense of civic responsibility to improve the quality of life for children.

#### Goals

To act as a support to the Mayor and Council on matters relating to children.

1. To encourage and promote Sudbury's efforts to put children first.
2. To measure the community's progress in becoming more child friendly.
3. To foster and promote Sudbury's capacity to support children and families.

#### Purpose

In December 2000 Mayor Jim Gordon identified the need for a Children's Roundtable in his inaugural speech for the new City of Greater Sudbury. It was envisioned that this Roundtable from a broad focus, would find creative ways to strengthen and support young families to ensure that no child is left behind. The Roundtable would act as a Mayor and Council's committee on Children's issues.

#### Membership

Four community/ parent representatives  
Six community experts in the children's services sector  
One community funding representative  
One business sector representative  
One media sector representative

### **Major Accomplishments**

- . Public Launch of the Children First Charter
- . Public Recognition of 40 community members for their contributions to children
- . 1st Annual Butterfly Brunch
- . Active voice on many issues relating to children- taxi by-law, smoking, cosmetic use of pesticides
- . Comprehensive Website and Newsletter
- . NEW - Children First Report Card



# Request for Decision City Council



## Type of Decision

Meeting Date	November 27, 2003				Report Date	November 19, 2003			
Decision Requested	<input checked="" type="checkbox"/>	Yes		No	Priority	<input checked="" type="checkbox"/>	High		Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open		Closed

## Report Title

9-1-1 House Numbering Identification Program

## Policy Implication + Budget Impact

n/a This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.

☒ Background Attached

## Recommendation

For Information Only

Recommendation Continued

## Recommended by the General Manager

Don Bélisle  
General Manager of Public Works

## Recommended by the C.A.O.

Mark Miyo  
Chief Administrative Officer

Date: November 19, 2003

**Report Prepared By**



R. G. (Greg) Clausen, P. Eng.  
Director of Engineering Services

**Division Review**



R. G. (Greg) Clausen, P. Eng.  
Director of Engineering Services

As part of the 2003 Budget, Council approved a one time expenditure as a Modified Budget Level in the amount of \$ 235,000 for the fabrication and installation of green driveway markers to complete the 9-1-1 house numbering program.

During the summer of 2001, City Engineering summer students carried out a detailed review of all related documentation available from the former area municipalities who started this project prior to amalgamation. A field review of all rural roads within the new City identified approximately 4272 outstanding locations requiring 9-1-1 driveway markers.

Between June and October, 2003, six summer students completed the installation of the green driveway markers along public roadways within the entire new City on all existing driveways meeting the design criteria.

In addition, green driveway marker signs were also installed at the intersection of private roads identifying the range in house numbers located on the private roads. All property owners located on private roads can purchase from the City individual green markers for their driveways. The total cost of the sign and post is currently \$ 20.00 including taxes.

The summer students also installed signs at new driveways constructed since amalgamation. It is proposed that in the future, all new signs and maintenance of existing signs will be carried out by our regular sign maintenance crews.

New warranted locations will be identified by our Technical Services staff as part of either assigning house numbers and / or the issuance of building permits. It is not anticipated that a future make-work program or summer student program will not be required to keep this program current.

As underground servicing locates were required before each sign post could be installed, the efforts and co-operation of all utility companies was essential to the successful completion of this project. Their efforts are much appreciated.

The efforts and support of City Council and all City Public Works staff, was critical to the successful completion of this valuable public safety program.

This report is submitted for the information of City Council.

# Request for Decision City Council




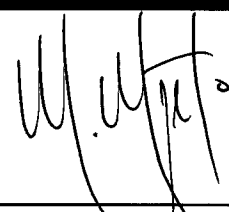
Type of Decision									
Meeting Date	November 27, 2003				Report Date	November 20, 2003			
Decision Requested	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Priority	<input checked="" type="checkbox"/>	High	<input type="checkbox"/>	Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open	<input type="checkbox"/>	Closed

Report Title
Seed Funding for the Development of the Sudbury and Area Mining Supply and Services Association

Policy Implication + Budget Impact	
<input checked="" type="checkbox"/>	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.
<input checked="" type="checkbox"/>	Background Attached

Recommendation
Whereas the Greater Sudbury Development Corporation has approved support for one time seed funding for the Sudbury Area Mining & Supply Services Association (SAMSSA) in the amount of \$48,750;
Therefore be it resolved that the Council of the City of Greater Sudbury support the above mentioned project with a contribution of \$24,375 (50%) from the 2003 Economic Development Capital Envelope.
and further, that the balance of \$24,375 be referred to the new Council as part of the 2004 funding.
Recommendation Continued

Recommended by the General Manager
 Doug Nadorozny General Manager, Economic Development & Planning Services

Recommended by the C.A.O.
 Mark Mieto C.A.O.

Date: November 20, 2003

### Report Prepared By

Doug Nadorozny  
General Manager, Economic Development & Planning

### Division Review

Mark Mieto  
C.A.O

At its meeting on November 12, 2003 the GSDC board approved the recommendation of the CED Committee to support the Sudbury Area Mining & Supply Services Association (SAMSSA) with one time seed funding in the amount of \$48,750.

With the approval of the strategic plan, work started right away on the mining cluster. A Mining Cluster Coordinating Committee (MCCC) has been established to guide and communicate the work of this cluster. Several community groups were already very active in this sector and they were anxious to move forward with their individual efforts. Two specific activities require action immediately to move forward in a timely manner.

The Sudbury Area Mining Supply and Services Association (SAMSSA) has been created and enjoys the support of many private sector mining companies. As we fold the SAMSSA plan into the overall community mining sector plan, there is a need to get SAMSSA established and working on some of the immediate marketing opportunities.

It is proposed that SAMSSA collect \$26,250 from memberships between November 1, 2003 and March 31, 2004 10,000 from it's initial members and that GSDC provide an additional \$48,750 to assist in building the membership of SAMSSA and moving their initial agenda forward. Please see attached budget submitted by SAMSSA.

The group's activities will also be built into the proposed 3-year plan that the MCCC is developing. Once the 3-year plan is established, the expectation is that numerous funding sources, both private and public sector, will be approached – including GSDC for multi-year commitments.

With the approval of the Economic Development Strategic Plan, work commenced immediately on Engine #1 which is centred on mining and mining supply/services . With SAMSSA and other groups in the community already working on this area, it was important to meet with all the active groups in an effort to avoid duplication and promote active communication amongst the participants.

Those involved met informally as a group to discuss actions and plans. The result of that initial meeting was a proposed model for organizing our actions. The initial group also considered who else needed to be at the table for the proposed "Mining Cluster Coordinating Committee (MCCC)". The first meeting of the MCCC was held on September 30, 2003. Those that were invited were:

Sylvia Bernard – President, Cambrian College  
Harvey d'Entremont, VP Laurentian University  
*Gisele Chretien- College Boreal*  
Dick Destefano – SAMSSA  
Debbi Nicholson – President, Greater Sudbury Chamber of Commerce  
Michael Atkins – President, Laurentian Publishing  
Murray Morello – Ministry of Northern Development and Mines  
*Tom Di Francesco – GSDC*  
*Ron Martin – GSDC*  
Doug Nadorozny – GSDC  
Helen Mulc – GSDC

*(Note: Those in italics could not attend initial meeting.)*

At the meeting, a refined version of the MCCC was discussed. The current "draft" of the model is attached to this report.

**Date: November 20, 2003**

In essence, the MCCC will work towards establishing 20,000 jobs in the mining sector by 2015. While all these jobs may not be directly in Sudbury, it was acknowledged that Sudbury would also benefit from those jobs that are created outside our borders. It is the intention of the MCCC to build a three year model for implementing the overall community plan for moving this sector forward. With the 3-year plan in hand, funding from the various partners and economic development agencies will be secured for individual projects, with the overall plan understood by all.

As this plan is developed, there is the need to take some initial steps now while the entire plan is refined, approved, and funded.

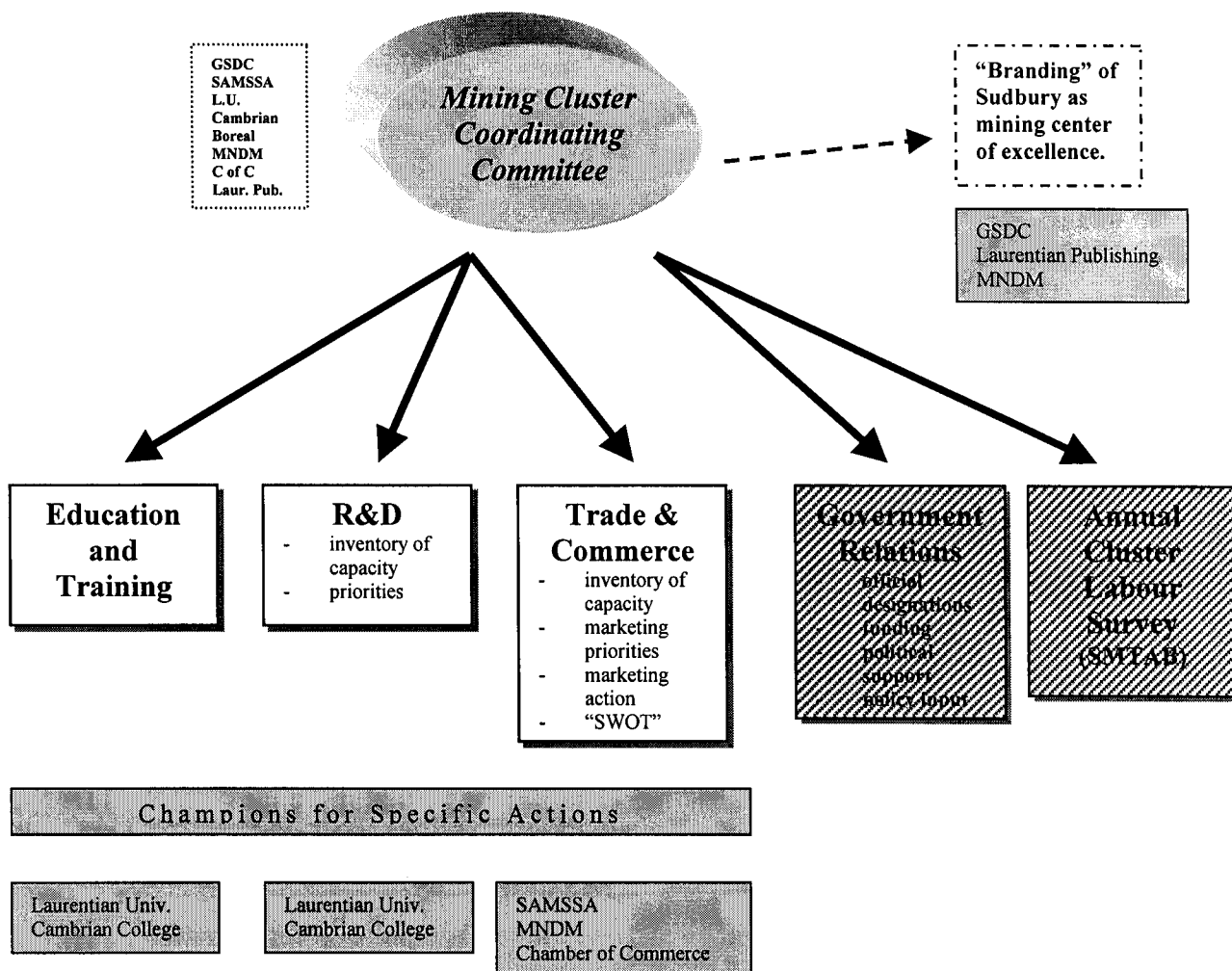
#### **SAMSSA**

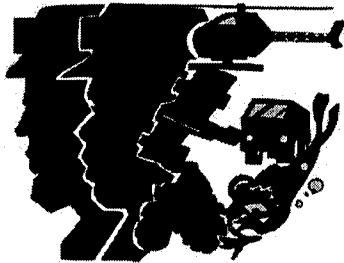
The Sudbury Area Mining Supply and Services Association (SAMSSA) is in the process of being created. While we envision a 3-year start-up strategy, funded by many partners, some initial funding is required to get the organization going. It is proposed that the funding of \$48,750 be used over the next 5 months to get the Association started.

These funds are to be used to establish a working office, pursue a short term trade show marketing strategy, and assist in the initial creation of their web site. These funds could also be used to leverage assistance from HRDC or FedNor for a possible intern.

[Draft]

# 20,000 Jobs in Mining by 2015





# **SAMSSA**

**Sudbury Area Mining Supply & Service Association**

## **REQUEST FOR SEED FUNDING**

**for**

**November 1, 2003 - March 31, 2004**

submitted: November 7, 2003

*The following proposal is based on estimates only and has not been verified through any form of tender process. A number of projections are based on discussions, both personal and electronic, with operating non-profit groups and expertise in the fields. These items represent the essential basic expenditures required during start-up for SAMSSA and operations for six months effective November 1, 2003 – March 31, 2004.*

# **SAMSSA**

## **Sudbury Area Mining Supply & Service Association**

### **Mission**

SAMSSA is a regional trade association supporting Sudbury Area mining supply and service companies by collectively assisting members to export goods and services globally.

### **Organization**

SAMSSA is a non-profit organization based on fee-paying memberships, government grants, finder's fees and other related revenue-producing projects. A professional staff will report to a five (5) member regional Board of Directors.

### **Short Term Mandates (Start up only)**

- Global sales through direct sales contacts, trade shows, on-site visits, web presence.
- One-Stop-Shop. "Made in Sudbury for the World" Pamphlets/Posters/Multimedia and marketing literature reflecting SAMSSA products and services.
- A series of workshops/speakers with a variety of partners to develop member companies in the area of international marketing expertise.
- Interactive Web Site - Profile all members on samssa.ca (com) and maintain multiple avenues for newsletters, contract opportunities and global links.

### **Basic Assumptions**

- \* As of November 1, 2003 SAMSSA has not received payment from any potential member.
- \* Projected revenues from memberships are based only on expectations indicated by interested companies indicating their support.
- \* After careful review and discussions with existing members, we can only estimate that there are 30 companies committed at this time.  
(30x \$875 = \$26250.00)
- \* Companies beyond and within our boundaries (eg: North Bay) have been cautious in responding and SAMSSA has lowered its membership expectations quite significantly.
- \* Our expectations are that number of members for the fiscal year 2003 (November 2003 – October 2004) will attract only 50 members and this will be incremental and within an unpredictable time frame. This will create significant cash flow problems in the first year without significant financial assistance in the early stages.

### **Proposed Budget required for the period November 1, 2003 – March 31, 2004 only.**

This request is based on the premise that attracting memberships will be labour intensive and incremental from November 1, 2003 – March 31, 2004 and the initial capital costs of implementing this association with adequate financial resources will require extra consideration at this stage in order to attract new memberships and establish a viable organization throughout the Sudbury Area.



**Projected Revenues**

Estimated Revenue – Memberships (30x\$875)	\$26,250.00
Greater Sudbury Development Corporation	48,750.00

**TOTAL PROJECTED REVENUE****\$75,000.00****Operational Expenses (Six Months Start-Up ONLY)**

Administrative Personnel	\$37,200.00
Office Support Systems and Materials	18,300.00
<b>Total</b>	<b>\$55,500.00</b>

**Total Professional Fees****\$6,500.00****Total Promotional Literature (short term only) \$3,000.00****Trade Shows/Visits**

Period November 1/03 to March 31/04	<b>\$10,000.00</b>
-------------------------------------	--------------------

**TOTAL EXPENSES****\$75,000.00****Full Interactive Multilingual and Business Tracking SAMSSA Web Site**

It is the intention that this joint project will be submitted to IRAP for consideration as a separate request from E.R.E Services Inc. (Principals – K. Petroski and P. Corless) on behalf of SAMSSA and E.R.E. Services Inc.

**The importance of a dynamic web site in multiple languages and a sophisticated tracking component is critical in the early start up stage of SAMSSA**

# Request for Decision City Council



## Type of Decision

Meeting Date	November 27, 2003				Report Date	November 20, 2003			
Decision Requested	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	Priority	<input checked="" type="checkbox"/>	High	<input type="checkbox"/>	Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open	<input type="checkbox"/>	Closed

## Report Title

Development of a Post Graduate Diploma Program in Science Communications at Laurentian University

## Policy Implication + Budget Impact

☒

This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.

Background Attached

## Recommendation

The GSDC Board of Directors recommends to City Council that they provide financial support for the start up costs of a Post Graduate Diploma program in Science Communications in partnership with Science North and Laurentian University . Further, that this support come out of the 2003 Economic Development Capital Envelope in an amount up to \$20,000 to be matched by a cash contribution by Science North; a partner in the project.

Recommendation Continued

## Recommended by the General Manager

*Doug Nadrozny*

Doug Nadrozny  
General Manager, Economic Development & Planning  
Services

## Recommended by the C.A.O.

*M. Mieto*

Mark Mieto  
C.A.O.

Date: November 20, 2003

**Report Prepared By**

Helen Mulc  
Manager, Business Development

**Division Review**

Helen Mulc  
Manager, Business Development

Science North and Laurentian University wish to create a centre of excellence in science communication by developing a post graduate diploma in this field. A first for North America, this year-long program would prepare individuals with a science background for careers in raising public awareness for science.

Science North is Ontario's largest and most successful tourist attraction. In its near 20-year history, Science North has evolved and expanded to become recognized as a world- leader in science communication.

The centre has added new visitor experiences and attractions. Dynamic Earth is now open and the sale of consulting services, exhibits and multimedia products is continually expanding.

A critical part of the high-quality visitor experience at Science North is the "bluecoat" position. These "bluecoats" or science communicators are the staff who interact with the public. They encourage and facilitate learning by interfacing between visitors and various science topics. They make the visitor experience fun, entertaining and educational. The "bluecoat" position is a world-renowned Science North trait. It is a key element in the learning experience, and one which has positioned Science North as one of the best science communication centres in the world.

The development of a post-graduate diploma in science communication creates great opportunities for Sudbury. The program would be the first in North America attracting students from abroad. It would provide Science North with a great opportunity to develop its internal resources with some staff scientists participating in this program. It would also create rewarding opportunities for synergies between graduates of this program and placement opportunities at Science North.

Improved training for "bluecoats" will enhance the visitor experience at Science North and continue to place it at the forefront amongst science centres in Canada and on a global perspective.

The last 30 years have seen an increasingly intensive quest for a scientifically literate society in many parts of the world. Scientific research and technological advances have become key components in major public policy debates ranging from management and testing of blood products to genetic engineering and measures to mitigate climate change. It is increasingly important that citizens be able to understand and weigh the arguments of politicians and policy makers.

Science is also becoming part of our culture. It is the focus of media attention, from television programs to entire channels and countless internet sites. The exponential growth of interactive science centres and museums in North America, Europe, Australia and Asia is evidence that countries around the world are seeking to increase the public's understanding and awareness of, and appreciation for science. Consequently, the general public is becoming more aware of the ways that science and technology affect their everyday lives. Such awareness is compelling governments, industries and research laboratories to be more forthcoming with information and explanations of their research and practices. These societal trends in communicating about science and technology with the public have created a need for effective science communicators.

Science North and Laurentian University are combining their expertise and resources to offer a post-graduate diploma program in Science Communication. This type of co-operative program between a science centre and a university is the first in North America and is open to students from around the world.

Date: November 20, 2003

**Who is the program for?**

Anyone with a science background wanting to pursue a career in raising public awareness of science will benefit from this program. Successful applicants will be university graduates from four-year programs in science, biology, engineering or technology, or have equivalent qualifications and experience. Research scientists, technologists, and science centre and museum interpreters are among those who will have the opportunity to become professional science communicators.

**Where does the program lead?**

The program requires one year of full-time study and will result in a Laurentian University post-graduate Diploma in Science Communication. Graduates will be suited for careers in government, the media, science centres and museums, non-governmental organizations and areas such as public awareness for all manner of science and technology based industries.

**The special team: Science North and Laurentian University**

It is always challenging for researchers, scientists and engineers to communicate their work and related issues to people outside their areas of expertise, including the general public. Science North and Laurentian University are responding by inviting students to enroll in a new joint venture. As a world-renowned science centre, Science North and its staff are leaders in science communication techniques, making it an ideal location for students to build their knowledge of science communication. Several Laurentian University faculty who have experience with Science North and science communication, and have reputations as excellent teachers, are contributing their experience to give the program a distinctive blend of practice and theory.

The yearly operating budget for the program is \$250,000.

**Expenses***Program preparation*

Science North Co-Director	\$38,000
Science North course leaders	\$12,000
Laurentian University course leaders	<u>\$50,000</u>
	\$100,000

*Resource acquisition*

Journal subscriptions	\$1,500
Textbooks	<u>\$8,500</u>
	\$10,000

*Marketing and publicity*

Science centres associations tour	\$4,000
Brochures and information packages	\$3,000
Advertising	\$1,500
Distribution costs	<u>\$1,500</u>
	\$10,000

**Total expenses****\$120,000****Revenue**

Laurentian University	\$50,000
Science North	\$20,000
Greater Sudbury Community Development Corp.	\$20,000
Other fundraising	<u>\$30,000</u>

**Total revenue****\$120,000**