



# Council Report

penticton.ca

**Date:** December 10, 2019  
**To:** Donny van Dyk, Chief Administrative Officer  
**From:** Jim Bauer, Chief Financial Officer  
**Subject:** Notice of Motions

File No: 1700-02

## Staff Recommendation

THAT Council receive this report on nine Notice of Motions that staff were requested to bring information and analysis forward as part of the 2020-2024 Financial Plan deliberations.

## Strategic priority objective

Penticton will serve its residences, business and visitors through good governance, partnership and the provision of effective and community focused services.

## Background

On October 15, 2019, Council passed the following Resolutions

446/2019	<p>WHEREAS investing in appropriate human assets to keep our community safe and secure is a Council Strategic Initiative under the priority of Community Safety; NOW THEREFORE Council directs staff to bring forward information and analysis on the creation of a Manager of Social Development responsible for coordinating homeless and addiction initiatives as well as seniors and youth programs for the 2020 budget deliberations.</p> <p style="text-align: right;"><b>CARRIED</b> <b>Councillors Robinson, Kimberley and Watt, Opposed</b></p>
447/2019	<p>WHEREAS continuing Downtown revitalization focused on cleanliness, safety, vibrancy and sustainable infrastructure is a Council Strategic Initiative under the priority of Community Design; NOW THEREFORE Council directs staff to bring forward information and analysis on the revitalization of the 400 block of Main Street for the 2020 budget deliberations.</p> <p style="text-align: right;"><b>CARRIED</b> <b>Councillors Regehr and Robinson, Opposed</b></p> <p>Mayor Vassilaki declared a conflict of interest and did not participate in the vote.</p>
448/2019	<p>WHEREAS utilizing best management practices and strategies related to climate change adaptation and mitigation activities is a Council Strategic Initiative under the priority of Community Design; NOW THEREFORE Council directs staff to bring forward information and analysis on food waste management and composting for the 2020 budget deliberations.</p> <p style="text-align: right;"><b>CARRIED</b> <b>Mayor Vassilaki, Councillors Kimberley and Watt, Opposed</b></p>

449/2019	<p>WHEREAS supporting a safe, secure and healthy community is a Council priority;  AND WHEREAS the accumulation of snow at intersections and bus stops can be a safety concern;  NOW THEREFORE Council directs staff to bring forward information and analysis on improving snow clearing at bus stops and intersections for the 2020 budget deliberations.</p> <p style="text-align: right;"><b>CARRIED</b>  <b>Councillors Robinson and Watt, Opposed</b></p>
450/2019	<p>WHEREAS reviewing agreements and determining fee structures to reflect the fiscal realities of service provisions is a Council Strategic Initiative under the priority of Asset &amp; Amenity Management;  AND WHEREAS in approving sponsorship funding for the IRONMAN race, Council has attempted to find funding sources to minimize potential tax increases that may result from the sponsorship costs;  NOW THEREFORE Council directs staff to bring forward City revenue options that might be associated with tourism, such as fees and charges and downtown parking fees, for the purpose of offsetting the IRONMAN sponsorship costs for the 2020 budget deliberations.</p> <p style="text-align: right;"><b>CARRIED UNANIMOUSLY</b></p>
451/2019	<p>WHEREAS improving resident and visitor confidence that a safe and secure community exists through engagement, protection, prevention and enforcement is a Council Strategic Initiative under the priority of Community Safety;  NOW THEREFORE Council directs staff to bring forward information and analysis on increasing RCMP resources to address issues arising due to the proximity of the Okanagan Correctional Centre and the loss of Greyhound bus services for the 2020 budget deliberations.</p> <p style="text-align: right;"><b>CARRIED UNANIMOUSLY</b></p>
453/2019	<p>WHEREAS expanding and investing in safe multi-modal transportation options including the 'Lake to Lake' connection is a Council Strategic Initiative under the priority of Community Design;  NOW THEREFORE Council directs staff to bring forward information and analysis on how to finance a lake-to-lake bike route for the 2020 budget deliberations.</p> <p style="text-align: right;"><b>CARRIED UNANIMOUSLY</b></p>
454/2019	<p>WHEREAS promoting continuous improvement on our Asset Management processes is a Council Strategic Initiative under the priority of Asset &amp; Amenity Management;  NOW THEREFORE Council directs staff to bring forward information and analysis on improvements to the parking area behind City Hall for the 2020 budget deliberations.</p> <p style="text-align: right;"><b>CARRIED</b>  <b>Mayor Vassilaki, Councillors Sentes and Watt, Opposed</b></p>
455/2019	<p>WHEREAS promoting continuous improvement on our Asset Management processes is a Council Strategic Initiative under the priority of Asset &amp; Amenity Management;  NOW THEREFORE Council directs staff to bring forward information and analysis on the installation of permanent washrooms in Gyro Park for the 2020 budget deliberations.</p> <p style="text-align: right;"><b>CARRIED</b>  <b>Councillors Watt and Bloomfield, Opposed</b></p>

As part of the analysis and rationalization of the proposed 2020-2024 Financial Plan, senior management have reviewed all proposed department business plans along with the nine Notice of Motions. Through this rigorous process senior management determined that four of the Notice of Motions met the criteria and rationale and have been included in the proposed 2020 budget while five were not deemed of critical priority and have not been included in the proposed 2020 budget.

## Financial Implication

The table below explains the financial implications of the nine notice of motions.

### Analysis

The table below summaries the nine Notice of Motions along with senior managements proposed course of action. For detailed information and analysis see the attached appendixes.

<b>Title</b>	<b>Management Recommended Course of Action</b>	<b>Financial Implication</b>	<b>Appendix Reference</b>
400 Block Main Street Revitalization	Proceed with Design and Construction to revitalize downtown 400 block to the same standard as the 200 and 300 block over the 2020-2021 period	\$110,000 contained in proposed 2020 budget for detailed design work and \$1.4 million included in 2021 for construction.	Attachment #1
Social Development Manager	Create a Social Development Specialist position to address social issues the City is facing.	\$106,000 is contained in the proposed 2020 budget for the creation of this position.	Attachment #2
Financing Lake to Lake Bike Access	Include detail design and construction in the 2020 to 2024 budget.	\$80,000 included in the proposed 2020 budget for design with an estimated \$300,000 per year required for 2021 to 2024 for construction.	Attachment #3
Permanent Washrooms in Gyro Park	Defer any construction until the completion of the Asset and Amenity Management Initiative.	Nothing included in proposed 2020 budget. Would require \$15-\$20K for design and \$80-\$180K for construction depending on the option selected if Council were to direct staff to proceed on this motion.	Attachment #4
Pave City Hall Parking Lot	Defer any construction until the completion of the Asset & Amenity Management Initiative.	Nothing included in the proposed 2020 budget. Would require a \$644,000 capital budget if Council were to direct staff to proceed on this motion.	Attachment #5
Increase RCMP Resources	Add an additional RCMP officer and a civilization support position.	\$246,000 contained in proposed 2020 budget for additional RCMP officer and DMTF position.	Attachment #6
Food Waste Management & Composting	Continue to work with RDOS to find a solution.	Nothing contained in the proposed 2020 Budget.	Attachment #7
City Revenue Options to Fund Ironman	Revenue generating options will be brought forward for Council consideration in early 2020.	No impact to proposed 2020 budget at this time. Changes will be incorporated mid year when these are brought forward and approved if Council were to direct staff to proceed on this motion.	Attachment #8
Bus stops and intersection snow clearing	No Management recommended course of action. Council to select.	Nothing included in the proposed 2020 budget. Will require \$22,500 - \$102,500 operating budget depending on the alternative selected and \$165,000 to \$330,000 capital budget depending on the alternative selected, should Council direct staff to proceed on this motion.	Attachment #9

**Alternate recommendations**

THAT Council provide alternate direction to staff.

**Attachments**

Respectfully submitted,



Jim Bauer  
Chief Financial Officer

Concurrence

GMI 	Director Recreation & Facilities <b>BK</b>	A/ Director Development Services <b>BJ</b>	Director People & Community Safety Strategy <b>KL</b>	Chief Administrative Officer <b>DvD</b>
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## Attachment # 1 - Downtown 400 Block Revitalization

### Notice of Motion:

447/2019:

It was MOVED and SECONDED

WHEREAS continuing Downtown revitalization focused on cleanliness, safety, vibrancy and sustainable infrastructure is a Council Strategic Initiative under the priority of Community Design;

NOW THEREFORE Council directs staff to bring forward information and analysis on the revitalization of the 400 block of Main Street for the 2020 budget deliberations.

CARRIED Councillors Regehr and Robinson, Opposed

### Background:

Staff have determined, through discussions with the Downtown Penticton Association, that the 400 block of Main Street would be the best candidate for continued revitalization work. The Executive Director of the Downtown Penticton Association contacted the owners and business in the 400 block of Main Street to determine what their support for reconstructing the 400 block of Main Street would be assuming the same design and funding formula used in the 100, 200 and 300 blocks. Based on this information it has been determined that between 55% - 61% of the properties would support a revitalisation project representing 67% - 72% of the BC Assessment value of land and buildings.

After the passage of Resolution 447/2019 staff had further discussions with the Downtown Penticton Association to clarify the desires of their members regarding the design standard. The Downtown Penticton Association indicated that they wanted to see the 400 block of Main Street built to the same standard as the 200 and 300 block. There was no interest in simply replacing the existing aging infrastructure.

The Engineering department investigated the cost to undertake a Revit Light and a Water Main Only replacement on the 400 block. The Revit Light would involve restoring a 3-lane road, saving as much curb as possible, saving existing trees other than those in poor health, new streetlights and new paver sidewalks. The Water Main Only would involve replacing the water main and services from the water main to the building with minimal removals and replacements of curb, sidewalk and asphalt and would result in numerous sections of new curb, restored areas of sidewalk and asphalt. The comparison between a Full Revit, a Revit Light and Water Main Only are as follows:

Item	Full Revit	Revit Light	Water Main Only
Curb	Yes	No (60% only)	Minimal
Sidewalk	Yes	Yes	Minimal
Trees	Yes	No	No
Street Lighting	Yes	Yes	No
Vendor Power	No (\$125,000 more)	No	No
Asphalt	Yes	Yes	Minimal

Irrigation	Yes	Yes	No
Water Main and Services	Yes	Yes	Yes
Sustainable Storm Drainage	Yes	No	No
Raised Intersections	No	No	No
Space for Street Furniture and Sidewalk Cafes	Yes	No	No
Estimated Cost	\$1,330,000	\$1,180,000	\$515,000

There is a possible cost savings of \$150,000 between the Full Revit and the Revit Light. It is noted that there is no certainty that the owners on the 400 block will contribute to a Revit Light and as such their \$253,000 funding contribution could be lost making the Revit Light cost to the City higher by \$103,000.

There is a possible cost savings of \$815,000 between the Full Revit and the Water Main Only. The following factors are noted with respect to the underground services:

- The water main is approximately 70 years old and has an estimated service life of 80 – 95 years.
- The water main does need to be upsized from 200mm to 250mm, however the Planning Department has indicated that there is no known development plans in the 400 block.
- There has been one water main break in this area of Main Street and one service leak.
- The cost of a water main break repair on Main Street is estimated at \$15,900.
- The storm main is 33 years old and has an estimated service life of 70 years.
- There is no need to upsize the storm main.
- There have been no storm main issues noted in this area of Main Street.
- The video inspection reports from 2012 indicate that this section of storm main is in near perfect condition and that a minor repair is required to the drop structure.
- The cost of a spot storm main repair is estimated at \$5,000.

The Engineering Department has included the 400 Block of Main Street, to the same standard as the 200 and 300 Blocks, as one of its capital projects in the 2020 – 2024 budget submissions: \$110,000 in 2020 for detail design; and \$1,400,000 in 2021 for construction. It is estimated that the adjacent property owners would contribute \$253,000.

**Financial implication**

- 2020 Detail Design of the 400 Block of Main Street: \$110,000
- 2021 Construction of the 400 Block of Main Street: \$1,400,000

**Analysis**

The 400 block of Main Street detail design as included in the proposed 2020 budget would see the project designed to the same standard as the work done in the 200 and 300 block. This design standard would provide wider sidewalks supporting the vibrancy and would be consistent to the standard used in other blocks of Main Street providing a more cohesive feel to the downtown.

There is very little cost saving to be realized from a Revit Light and it may even be a cost increase if the owners in the 400 block do not support the project and their financial contribution is lost.

A Water Main Replacement Only project would upsize and replace the existing water main and services that have an estimated 10 to 15 years of service life left and would result in numerous curb and sidewalk and asphalt repairs. There would no adjacent owner contribution and the final product would not be an enticement for commercial revitalization of the area.

## **Attachment # 2 – Social Development Specialist**

### **Notice of Motion:**

446/2019:

It was MOVED and SECONDED

WHEREAS investing in appropriate human assets to keep our community safe and secure is a Council Strategic Initiative under the priority of Community Safety;

NOW THEREFORE Council directs staff to bring forward information and analysis on the creation of a Manager of Social Development responsible for coordinating homeless and addiction initiatives as well as seniors and youth programs for the 2020 budget deliberations.

CARRIED Councillors Robinson, Kimberley and Watt, Opposed

### **Background:**

Responding to strong public desire for City leadership on social issues and previous direction from Council to investigate a dedicated social development position, staff can confirm that a business case for a Social Development Specialist has been prepared and approved by senior management for inclusion into the proposed 2020 budget submission to Council.

### **Financial implication**

The proposed Social Development Specialist represents a new exempt FTE. The salary for this position is estimated at \$106,000 annually with exempt labour load factored in. This salary has been integrated into the Economic Development operating budget.

### **Analysis**

There is increasing demand from the public for City leadership on social issues, with social nuisance, homelessness, shortages in childcare spaces, senior and youth issues, and indigenous relations all being high-profile community concerns. While many municipalities have a social planning or social development function to manage a social infrastructure, the City of Penticton does not have a clear 'leader' on these issues.

Directly aligned with Council's strategic priorities of "Community Safety", the Social Development Specialist position will provide leadership in areas of social development by maximizing the collective community response to social challenges.

This role will be the point person for media, community members, non-profit sector organizations, City Council and senior levels of government as an authoritative response on any given social issue. Furthermore, a dedicated staff position will be able to take advantage of grants, cost-sharing and partnership opportunities being provided by senior levels of government, ensuring the City is not missing out on funds and opportunities to build upon and maintain its strong social infrastructure.



## **Attachment # 3 – Financing Lake-to-Lake Bike Route**

### **Notice of Motion:**

453/2019:

It was MOVED and SECONDED

WHEREAS expanding and investing in safe multi-modal transportation options including the 'Lake to Lake' connection is a Council Strategic Initiative under the priority of Community Design;

NOW THEREFORE Council directs staff to bring forward information and analysis on how to finance a lake-to-lake bike route for the 2020 budget deliberations.

CARRIED UNANIMOUSLY

### **Background**

The engineering department has submitted \$80,000 for consideration in the proposed 2020 capital budget to complete the design work associated with the Lake-to-lake bike route. The design and construction method selected will determine the funds required in subsequent years to complete the route. The five-year budget includes an allocation of \$300,000 per year each year 2021 to 2024 for construction.

The City has many capital programs including roads and sidewalks, facilities, information technology and creek renewal. While the lake-to-lake bike route is a popular capital project that aligns well with the Council priority of Community Design, there are many other critical capital projects required to renew City assets and maintain existing services levels.

With the aim of promoting healthy living and to addressing climate change, the Provincial Government has established the CleanBC Active Transportation Strategy. The Strategy includes grants to local governments which assist with the construction of the Lake-to-Lake Route. The City would pursue grant funding for the Lake-to-Lake Bike Route and would use debt, reserve draws or reduction in general capital projects to see the Lake-to-Lake bike route proceed.

### **Financial implication**

2020 - \$80,000 Design

2021 - \$300,000 Construction

2022 - \$300,000 Construction

2023 - \$300,000 Construction

2024 - \$300,000 Construction

### **Analysis**

It is likely that the City will obtain some level of grant funding from the Province of BC for this project. The Lake-to-Lake Bike Route is one of the specifically mentioned projects in Council's Community Design Priority. Any funding required beyond that obtained through grants will have to come from debt, reserve draws or general capital funding allocated during the budget process.

## Attachment # 4 – Permanent Washrooms in Gyro Park

### Notice of Motion:

455/2019:

It was MOVED and SECONDED

WHEREAS promoting continuous improvement on our Asset Management processes is a Council Strategic Initiative under the priority of Asset & Amenity Management;

NOW THEREFORE Council directs staff to bring forward information and analysis on the installation of permanent washrooms in Gyro Park for the 2020 budget deliberations.

CARRIED Councillors Watt and Bloomfield, Opposed

### Background

The installation of permanent washrooms needs to be considered in the context of the Asset & Amenity Management project and the overall master plan for Gyro Park. It is currently the most well booked event park in our City primarily due to its location, permanent stage and tree canopy. The Parks and Recreation Master Plan had identified the need for future consideration of tree planting, play and seating areas at Gyro Park, but was not identified as one of the top priorities coming out of the master plan process.

Gyro Park currently has 2 washroom facilities – the permanent ones at the back of the Bandshell and a mobile washroom trailer across the Link Road, which is only open for special events. The permanent washroom includes the following; 2 water closets for women, 1 water closet and 2 urinals for men, and one single stall universally accessible washroom. The mobile washroom trailer includes; 6 water closets for women, 3 water closets and 3 urinals for men and it is not universally accessible.

The primary use of the mobile washroom is to service special events, including the markets. There are a few different options that could be considered to remove the existing temporary washrooms from their current location:

1. Expand existing bandshell washrooms;
2. Build a new structure; or
3. Purchase a newer, modernized mobile washroom unit and determine appropriate location on site for seasonal installation.

Staff have not gone through a design or engagement process to date. Each of these options would require careful review and consideration of design aesthetic, size and location and would need to be vetted by the Parks and Recreation Advisory Committee.

### Financial implication

The proposed 2020 budget does not currently carry any costs associated with this initiative. The total cost of a permanent washroom facility would depend on its size, design and placement on site. Although a design process would be required to determine the final costs, the following table provides high level estimates for Council's consideration:

Option	Description	Estimated Cost
Expand existing permanent washrooms	Expand women's and men's washrooms to include minimum (3) additional water closets and wash basins on each side.	\$150,000
Build a new structure	Construct a new building to accommodate (4) single stall, vandal proof, gender neutral washrooms (similar to those in 200 block)	\$180,000
Purchase a newer mobile unit	Unit can accommodate (8) water closets and required number of wash basins. Seasonal installation.	\$ 80,000

If Council would like further information prior to making a decision on this expenditure, staff could commence a design process in 2020 (which would include engagement with the Parks and Recreation Advisory Committee) to further analyze the above options and determine design criteria, placement and size of a permanent washroom facility. It is anticipated that design would cost \$15,000 - \$20,000, depending on how many options need to be analyzed.

### **Analysis**

The introduction of expanded or new washroom facilities within Gyro Park must be considered in the context of the Asset & Amenity Management project, as well as overall park use, special events and seasonal usage requirements. It is recommended that this initiative be deferred until completion of the Asset & Amenity Management project.

## Attachment # 5 – Pave Parking Lot Behind City Hall

### Notice of Motion:

454/2019:

It was MOVED and SECONDED

WHEREAS promoting continuous improvement on our Asset Management processes is a Council Strategic Initiative under the priority of Asset & Amenity Management;

NOW THEREFORE Council directs staff to bring forward information and analysis on improvements to the parking area behind City Hall for the 2020 budget deliberations.

CARRIED Mayor Vassilaki, Councillors Sentes and Watt, Opposed

### Background

Engineering Department staff have estimated the cost to construct the Parking Lot behind City hall to a Zoning Bylaw compliant standard complete with asphalt surface, concrete curbing, street lighting, landscaping and irrigation, bike racks, bike storage and fast EV charge stations, see Figure 1. The estimated cost is \$644,000.

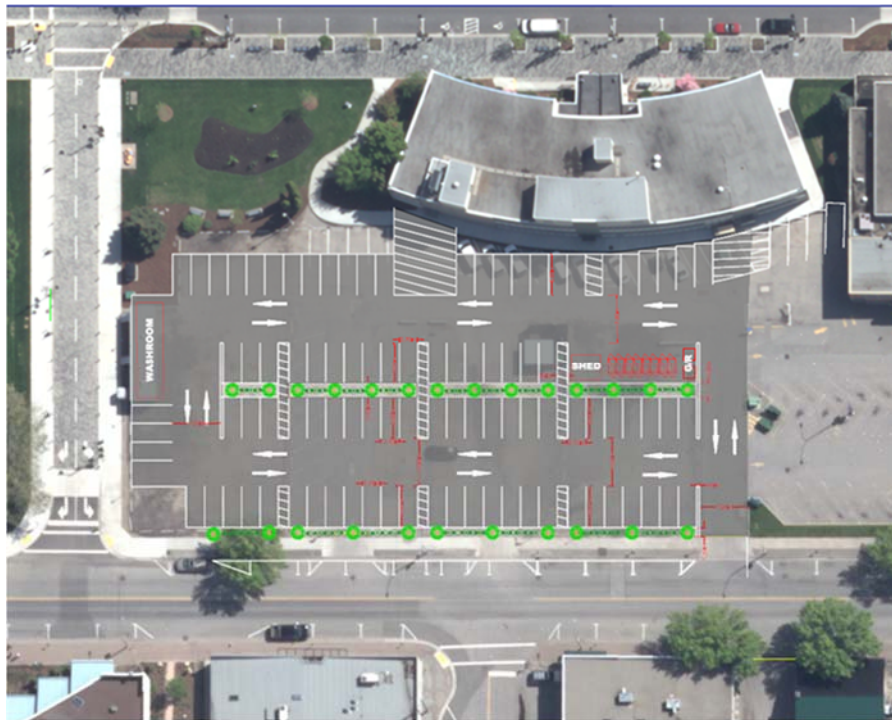


Figure 1

The site is contaminated. In 2007, SNC Lavalin Environmental developed a conceptual strategy to address the onsite contamination. They noted the following:

- The site is complex with multiple sources of contamination occurring over long periods.
- Most contaminants have been removed and potentially could meet the ministry regulations for a commercial site except for the presence of dry cleaning fluids. This contaminant has reached the ground water.
- The full extent of the contamination and the risks associated are not yet known and further assessment is required at an estimated cost of \$75,000 to \$200,000. Following this the full costs of the remediation plan will become known.
- The City could approach the ministry and see if we could construct an interim parking lot and remediate later.

Discussions with the ministry would need to occur and some environmental work would need to be done to determine if it would be possible to build an asphalt parking lot and what environmental remediation would be required as part of that work.

Work has started on the Asset & Amenity Management project. As part of the examination of facilities one initiative that will be looked at is consolidation of buildings. The parking lot behind City Hall may be used as part of this initiative. Upgrading this parking lot to a Zoning Bylaw compliant standard in 2020 would be premature.

### **Financial implication**

Should Council direct staff with paving the lot it would result in a capital cost of \$644,000.

In addition, there will also be costs associated with addressing the contamination that exists on this site. At this time, it is not known what the exact costs would be. A 2007 SNC Lavalin Environmental report indicates that the costs for further environmental consultant work would run \$75,000 to \$200,000 and the cost to implement a remediation plan would run \$100,000 to \$1,000,000 (note all costs in \$2007). As only parking lot construction is being contemplated at this time, it may be possible to work with the ministry and put in place a plan to build the parking lot and address the contamination during future development phases. This has not been explored, therefore it is unknown if it is possible or what the costs would be until further environmental consulting work and discussions with the ministry are completed.

### **Analysis**

The current status of the gravel surfaced parking lot behind City Hall is similar to other City parking lots such as those at Alberni/Westminster, Backstreet/Nanaimo and the old Greyhound Bus Station property. Staff notes that the parking lots at all these locations are considered temporary pending future development initiatives and the application of a standard which is lower than that required by the Zoning Bylaw but still provides a functional solution for parking.

The site is contaminated and further environmental consulting work and discussions with the ministry should be completed prior to planning any work on this site.

Staff is recommending that it would be premature to invest in a bylaw compliant parking lot until the future use of the property becomes clear.

## Attachment # 6 – Increase RCMP Resources

### Notice of Motion:

451/2019:

It was MOVED and SECONDED

WHEREAS improving resident and visitor confidence that a safe and secure community exists through engagement, protection, prevention and enforcement is a Council Strategic Initiative under the priority of Community Safety;

NOW THEREFORE Council directs staff to bring forward information and analysis on increasing RCMP resources to address issues arising due to the proximity of the Okanagan Correctional centre and the loss of Greyhound bus services for the 2020 budget deliberations.

CARRIED UNANIMOUSLY

### Background

After a preliminary review of the proposed Notice of Motion, and senior management of the RCMP budget request, the proposed 2020 budget Plan includes the addition of one new Regular Member for the RCMP and one municipal service employee in the form of a Digital Media Field Triage (DMFT) position.

While not specifically being requested to address Penticton's proximity to the Okanagan Correction Centre and the loss of Greyhound Bus services, the addition of a new Regular Member for the RCMP will reduce response times, improve service levels and enhance public perception of safety by targeting peak activity periods. The net benefit is reduced overtime, a safer community and increased public confidence.

The DMFT position to support the RCMP will reduce the overtime for a Regular Member and support the RCMP Detachment with the many advanced Information Technology (IT) initiatives that are evolving in policing. This will result in modernization of the Force and an increase solve rate for crimes involving digital media.

### Financial implication

The cost of the two additional positions is as follows:

Regular Member of the RCMP	\$170,000
Digital Media Field Triage (DMFT)	\$ 76,000

### Analysis

The addition of these two positions helps to support a safe, secure and health community, one of Council's three Priorities.

## **Attachment # 7 – Food Waste Composting**

### **Notice of Motion:**

448/2019:

It was MOVED and SECONDED

WHEREAS utilizing best management practices and strategies related to climate change adaptation and mitigation activities is a Council Strategic Initiative under the priority of Community Design;

NOW THEREFORE Council directs staff to bring forward information and analysis on food waste management and composting for the 2020 budget deliberations.

CARRIED Mayor Vassilaki, Councillors Kimberley and Watt, Opposed

### **Background**

The City of Penticton owns and operates a sewage sludge composting facility located adjacent to the RDOS operated Campbell Mountain Landfill. This compost site is operating at capacity, is failing and does not meet current standards or regulations. Recent study recommends constructing an in-vessel or enclosed facility at the same location to replace this infrastructure. The estimated cost of this facility is \$8.23 million.

A portion of the yard waste brought to the Campbell Mountain Landfill is being utilized as a source of carbon in the current sewer sludge composting. All kitchen waste organics are landfilled.

The RDOS has been working on a strategy to address Organic Waste Management since 2010. Numerous engineering and feasibility studies have been conducted and a move towards locating a site at two different locations has not been successful. Presently the RDOS is contemplating the use of the Campbell Mountain Landfill and or adjacent lands that may be suitable to facilitate the construction of a regional compost facility. This facility may be suitable for both organic and sewer sludge composting.

The City could consider two alternatives with respect to removing organics from the waste stream and staff recommend the first option:

#### **Alternative 1 - Stay the Course with the RDOS – Recommended Option**

Penticton could stay the current course in waiting for, or working with, the RDOS on the development of a Regional Composting Facility.

Challenges:

- RDOS has been working on this project since 2010 and no firm site plans exist. There are no timelines in place for this issue to be resolved.

- The tipping fees the City will be subjected to for the construction and operation of the facility will be completely out of the City's control and the City will have no other option for disposal of their organic waste.
- There is no firm commitment from the RDOS member municipalities to participate in a regional program so will the City of Penticton ultimately be responsible for the costs of the site?
- If the site is developed at a distance further than the Campbell Mountain Landfill the City of Penticton's Contract Collection Costs will increase respectively.

Benefits:

- Much of the feasibility and engineering has been done by the RDOS.
- The RDOS is currently working on how to deal with organics now.
- Constructing a Regional Organics Management Facility near an existing Landfill may result in significant capital and operational efficiencies.
- The RDOS is better suited to operating a Regional Site.
- The City is already contributing to the cost of this project through its payments to the RDOS.
- There are many co-dependencies between various operations at the Campbell Mountain Landfill facility that would be better managed by one agency (gas collection, leachate collection and treatment, organic removal, composting)

**Alternative 2 – City Feasibility Study, Siting, and Design for a Facility to address organics and sewage bio-solids**

Penticton could commence work on the feasibility, siting and pre-design of a facility suitable to address the processing of sewage sludge as well as organics. This site could be operated by the City of Penticton or contracted to a private operator.

Challenges:

- The existing City compost facility does not have space suitable for the construction of an Organics Compost Facility.
- Currently we experience challenges with the disposal of the finished compost product. Additional organics compost would exacerbate that problem.
- It may be more expensive to develop a site without the adjacent landfill operations.
- The costs associated with technology that would reduce the amount of solids to be addressed are more expensive.

Benefits:

- Full control of operational costs.
- Penticton will be the main contributor to the facility as such we may be better suited to manage.
- May be able to expedite this project more so than the RDOS.
- Combining sewerage sludge and organics composting in one facility may result in some construction and operational efficiencies for the City.



- Addressing both sewage sludge and food waste in one facility owned and operated by the City may result in opportunities other than composting.

### Financial implication

Alternative 1 –There are no financial implications to the proposed 2020 budget. On a longer term basis the financial implications will include the City costs associated with constructing a joint sewage sludge and organics facility. The cost of this is being examined by the RDOS but no firm numbers exist at this time. The cost could range from slightly less than \$8.23 million, due to economies of scale, plus the City contribution to the RDOS organics site to more than \$8.23 million should earthworks or land acquisition be required plus the City contribution to the RDOS organics site.

Alternate 2 – The financial implications are as follows:

• Preliminary Design & Feasibility Study	\$400,000 <sup>Note 1</sup>
• Facility Construction Costs	\$12,000,000 - \$23,000,000 <sup>Note 2</sup>
• Scales / Leachate Control / Odor Control / Water / Permits / Etc.	To be determined
• Land Procurement	\$1,000,000
• Operational Cost	To be determined

Note 1: Costs based on the 2019/08 AECOM Wastewater Solids Management Review.

Note 2: Costs based on the 2019/08 AECOM Wastewater Solids Management Review and the 2016 02 AECOM Co-Digestion Feasibility Assessment Report.

### Analysis

There are challenges and benefits as well as long-term cost implications to both the options presented for Council’s consideration. There are also interdependencies that exist between the various elements of landfill and organic operations that will need to be coordinated. The costs of designing and constructing a facility to address organic and bio-solids will be significant. The operating costs are not currently known.

## **Attachment # 8 – City Revenues to Offset Ironman Sponsorship**

### **Notice of Motion:**

450/2019:

It was MOVED and SECONDED

WHEREAS reviewing agreements and determining fee structures to reflect the fiscal realities of service provisions is a Council Strategic Initiative under the priority of Asset & Amenity Management;

AND WHEREAS in approving sponsorship funding for the IRONMAN race, Council has attempted to find funding sources to minimize potential tax increases that may result from the sponsorship costs;

NOW THEREFORE Council directs staff to bring forward City revenue options that might be associated with tourism, such as fees and charges and downtown parking fees, for the purpose of offsetting the IRONMAN sponsorship costs for the 2020 budget deliberations.

CARRIED UNANIMOUSLY

### **Background**

As part of the initial bid to bring IRONMAN back to the City staff have been successful with securing \$200,000 in community sponsorships to reduce the costs of IRONMAN to the taxpayers. After a preliminary review of the proposed Notice of Motion, staff have brought forward minor parking fees on-street and in parking lots by \$.25 /hour as part of the 2020 Fees and Charges changes.

Additional areas that may be pursued should Council wish staff to proceed include:

#### **Review Business Licence Structure**

In the current Business Licence structure, most licences have the same base fee regardless of the classification or type of business they are. One of the exceptions to this is motel/hotels who also pay a per room rate. Staff could undertake an analysis of business licence fees and determine which businesses benefit the most from the economic impact of events such as Ironman and propose amendments to the fee structure around those businesses to provide a contribution towards City event hosting costs. From a cursory review of other municipalities, many of them have different fee structures for different types of licences.

#### **Enhance City's Pay for Parking Program**

The enhancement to the City's pay for parking program would include two specific strategies, remove 1-hour free parking in downtown and extend parking meter program in areas including along Lakeshore Drive which could be implemented-seasonally.

If the free 1-hour parking were to be removed, additional parking revenues realized in 2020 could be used to offset the costs of hosting Ironman. Based on current usage, it is estimated that the lost revenue for 1-hour free parking in downtown is significant at approximately \$60,000 - \$80,000 per year.

In the past several years, significant analysis has been completed and many options considered for extending the City's parking meter program. One of the options contemplated is creating paid parking along Lakeshore, which could be implemented year round or for a seasonal timeframe, i.e. May-September where usage of the parking spaces is at its peak.

Revenues from this would be dependent upon the timeframe that parking would be charged for, hourly versus daily rates, and operational costs for the operating equipment. Options for this parking could include meters or parking ticket dispensers spaced intermittently and could include ability to pay online.

### **Further Fees and Charges**

The City has a multitude of other fees and charges for the provision of services in the City. Council may wish to direct staff to explore other specific fees that should be considered.

### **Financial Implication**

The financial implication of these options would vary depending on direction from Council on how they would be implemented, however a consolidated estimate of all options is in the range of \$90,000 - \$140,000.

### **Analysis**

Council has the ability to direct staff to explore one, several, all, or some combination of the potential revenue generating opportunities presented in this analysis. While these changes will not impact the tax rate set during the 2020 budget process some of these changes would result in additional revenues generated in 2020, while others could be implemented during 2020 and would assist in defraying future year IRONMAN costs.

Although significant work has already been completed in past years around parking for both the downtown and along Lakeshore, all previous analysis would need to be updated to include current operational requirements, updated equipment options and operational costs. Historically any recommendations to significantly change parking has been subject to public consultation.

## **Attachment # 9 – Enhanced Snow & Ice Control at Bus Stops and Intersections**

### **Notice of Motion:**

449/2019:

It was MOVED and SECONDED

WHEREAS supporting a safe, secure and healthy community is a Council priority;

AND WHEREAS the accumulation of snow at intersections and bus stops can be a safety concern;

NOW THEREFORE Council directs staff to bring forward information and analysis on improving snow clearing at bus stops and intersections for the 2020 budget deliberations.

CARRIED Councillors Robinson and Watt, Opposed

### **Background**

#### **Transit Stops – Snow and Ice Control**

Currently City staff addresses snow and ice control at the 35 transit shelters, the remainder of the transit stops are cleared by the adjacent homeowner in accordance with the Good Neighbour Bylaw that requires homeowners to remove the snow and ice from the sidewalk adjacent their property by 11:00 am following the storm event.

Snow and ice buildup along the curb adjacent the transit stop is addressed on priority routes by the truck mounted snowplows once they have addressed the 3 road priorities. Depending on the storm event this could start as late as 48 hours after the snow event ends.

In response to the Notice of Motion, Public Works staff have looked at alternatives to provide an enhanced level of service for Snow and Ice Control at all 271 transit stops.

In order to address this request additional equipment will need to be purchased at an estimated capital cost of \$165,000 and the annual snow and ice control operating budget will need to be increased by \$80,000.

It should be noted that this equipment does have other summer uses that will increase the utilization of the equipment and may result in other efficiencies in conducting other tasks.

#### **Intersection Snow and Ice Removal**

Currently snow and ice control is conducted with trucks equipped with mid truck belly plows which diverts the snow to the curb line creating a windrow next to the curb as the truck passes around the corner

In response to the Notice of Motion, Public Works staff have looked at alternatives to provide the enhanced level of service for Snow and Ice Control at intersections.

Without a significant increase in equipment and labour or a complete change in equipment set-ups the Public Works crew could not perform the removal of windrows from the curb lines at all intersections in the city.

It would be possible to remove the windrows from the curb returns in high pedestrian use areas, such as the core area as defined in diagram below, as well as intersection along Main Street from Eckhardt Ave. to Kinney Ave. In order to do so this would require two (2) skid steer loaders or municipal tractors. Should Council direct staff to an enhance level of service at Transit Stops this could be reduced to one (1) skid steer loader or municipal tractor.

It will also be necessary to increase the annual operations budget for snow and ice control by a further \$22,500.



**Financial Requirements:**

No additional funding has been added to the proposed 2020 budget.

Should Council direct staff to enhance the level of service for Snow and Ice Control it would result in the following budget increases:

**Transit Stops**

Capital Budget for Equipment:       \$165,000  
 Operating Budget:                       \$80,000

**Intersections**

	In Conjunction with Transit Stop Enhancements	No Transit Stop Enhancements
Capital Budget for Equipment	\$165,000	\$330,000
Operating Budget	\$22,500	\$22,500

## **Analysis**

The proposed 2020 budget as prepared by staff maintain the status quo for Snow and Ice Control. Should Council wish to have an enhanced level of service at Transit Stops, intersections or both they would have to introduce a change to the budget to provide the required resources as noted above.