



AGENDA MATERIAL

COMMITTEE OF THE WHOLE

MEETING DATE: MONDAY, NOVEMBER 2, 2020

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

TIME: 6:30 PM



MEETING: Committee of the Whole

DATE: November 2, 2020

Reference No. COW - 40/51

CLOSED SESSION in the McNaughton Room at 5:30 p.m.

Committee of the Whole - Closed Session agenda will be distributed separately to Members of Council and EMT only.

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

Committee of the Whole - Operations Session
Chair: Councillor B. McKinnon

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - November 2, 2020 - Committee of the Whole **(Page 1)**

With respect to the November 2, 2020 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

PRESENTATIONS

2020 Mayor's Community Safety Awards

Memorandum from Ms. K. Lewis, Director – Corporate Strategic Services, dated October 1, 2020 requesting the presentation of the 2020 Mayor's Community Safety Awards. **(Page 7 - 8)**

DEPUTATIONS

Friends of Chippewa Park - Carousel & Park Update

Letter received from Mr. I. Angus, dated October 16, 2020 requesting to appear before Committee to provide a deputation relative to the C.W. Parker Carousel and the 100th Anniversary of Chippewa Park to be held in 2021. **(Page 9)**

REPORTS OF MUNICIPAL OFFICERS

Climate Adaptation Update

Report No. R 125/2020 (Infrastructure & Operations - Environment) providing information on progress made in implementing the City of Thunder Bay Climate Adaptation Strategy: Climate-Ready City, for information only. **(Pages 10 – 16)**

Memorandum from Mr. J. Porter, Climate Adaptation Coordinator, dated October 14, 2020 requesting to provide a PowerPoint presentation relative to the above noted. **(Page 17)**

Edward Street & Redwood Avenue – Intersection Control Review

Report No. R 131/2020 (Infrastructure & Operations - Engineering & Operations) recommends that Administration move forward with a roundabout as the preferred intersection control. **(Pages 18 – 23)**

With Respect to Report R 131/2020 (Infrastructure & Operations – Engineering & Operations), we recommend a roundabout as the preferred intersection control at the intersection at Edward Street and Redwood Avenue;

AND THAT new pedestrian crossovers be constructed as outlined in this report as part of the roundabout installation;

AND THAT a roundabout and pedestrian crossover at Edward Street and Redwood Avenue intersection be included in the 2021 Capital Budget for Council's consideration;

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

Marina Overpass

Report No. 128/2020 (Infrastructure & Operations - Engineering & Operations) recommend that \$500,000.00 be included in the 2021 Capital Budget for extra work and contract administration required to complete the rehabilitation of the Marina Pedestrian Overpass. **(Pages 24 – 26)**

With respect to Report No. R 128/2020 (Infrastructure & Operations - Engineering & Operations) we recommend that purchase orders for Contract 15, 2020 for Tom Jones Corporation and JML Engineering be increased by a maximum of \$500,000 for extra work and contract administration required to complete the rehabilitation of the Marina Pedestrian Overpass; it being noted that final payment for this contract will be based on measured quantities for the completed work;

AND THAT Appropriation No. 21 be approved;

AND THAT the General Manager of Infrastructure and Operations report any circumstances to City Council should any significant variations in the contract quantities occur;

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

AND THAT any necessary bylaws be presented to City Council for ratification.

Outdoor Rinks - Operation Update

Report No. 127/2020 (Infrastructure & Operations - Parks & Open Spaces) recommending that Administration maintain existing Outdoor Rink service levels in accordance with the existing Outdoor Rink Policy, for information only. **(Pages 27 – 32)**

Electric Scooter Pilot Participation

Report No. 96/2020 (Infrastructure & Operations - Engineering & Operations) recommending that Administration monitor results of other municipalities participating in the Ontario Electric Scooter (eScooter) pilot program and report back to Council on the results of the pilot program to inform future decisions on eScooter implementation in the City of Thunder Bay on or before December 2026. **(Pages 33 – 36)**

With respect to Report No. R96/2020 (Infrastructure & Operations - Engineering & Operations), we recommend that Administration monitor results of other municipalities participating in the Ontario Electric Scooter (eScooter) pilot program;

AND THAT Administration report back to Council on the results of the pilot program to inform future decisions on eScooter implementation in the City of Thunder Bay on or before December 2026;

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

COVID-19: Phase 2 Fall 2020 Operations Services Level Changes

Report No. R 134/2020 (Community Services) recommending that Administration be directed to implement the Phase 2 Fall 2020 Operations service level changes outlined in Attachment A to this report. **(Pages 37 – 45)**

With Respect to Report R 134/2020 (Community Services – Recreation & Culture) we recommend that Administration be directed to implement the Phase 2 Fall 2020 Operations service level changes outlined in Attachment A to this report;

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

Financial Implications of COVID-19 Pandemic & Budget Variance Report #3

Report No. R 122/2020 (Corporate Services & Long Term Care - Financial Services) relative to the above noted. **(Distributed Separately)**

Appointment of Acting Mayors - 2020-2021

Report No. R 114/2019 (City Manager's Office - Office of the City Clerk) providing for the appointment of Acting Mayors for the period commencing December 1, 2020, up to and including November 30, 2021. **(Pages 47 – 50)**

With respect to Report No. R 114/2020 (City Manager's Office - Office of the City Clerk), and pursuant to Section 242 of the *Municipal Act, 2001*, we recommend that the following Members of Council be appointed Acting Mayor, in the Mayor's absence, for the month indicated opposite their name:

December	2020	Councillor Kristen Oliver
January	2021	Councillor Aldo Ruberto
February	2021	Councillor Brian McKinnon
March	2021	Councillor Cody Fraser
April	2021	Councillor Andrew Foulds
May	2021	Councillor Rebecca Johnson
June	2021	Councillor Shelby Ch'ng
July	2021	Councillor Mark Bentz
August	2021	Councillor Peng You
September	2021	Councillor Brian Hamilton
October	2021	Councillor Albert Aiello
November	2021	Councillor Trevor Giertuga

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

PETITIONS AND COMMUNICATIONS

Service Level Adjustments to Accommodate Marina Park Budget Reduction

Memorandum from Mr. C. Halvorsen, Manager - Parks & Open Spaces, dated October 8, 2020 providing an overview relative to Service Level Adjustments to Accommodate Marina Park Budget Reduction, for information only. **(Pages 51 – 53)**

Standards for Winter Control

Memorandum from Mr. B. Adams, Manager - Roads Division relative to the above noted.
(Distributed Separately)

Automated Speed Enforcement (Photo Radar) – Request for Report

Memorandum from Councillor Peng You, dated October 20, 2020 containing a motion recommending that Administration report back the costs and timelines associated with the implementation of automated speed enforcement systems (photo radar) and that Administration consult with the Thunder Bay Police Service to determine the recommended locations.
(Pages 55 – 56)

With respect to the Memorandum from Councillor Peng You dated October 20, 2020, we recommend that Administration report back the costs and timelines associated with the implementation of automated speed enforcement systems (photo radar);

AND THAT Administration consult with the Thunder Bay Police Service to determine the recommended locations for installation of automated speed enforcement systems;

AND THAT the report be received on or before November 30, 2021;

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

Committee Meals

At the January 29, 2020 Committee of the Whole (2020 Capital and Operating Budget) meeting, a resolution was passed directing Administration to examine ways to reduce meal costs including scheduling meetings outside of meal times where possible, decreasing the volume of food ordered, simplifying menus and seeking efficiencies to reduce the \$32,000 meals budget, and that Administration report back to Council with options and recommendations.

Memorandum from Ms. K. Power, City Clerk, dated October 21, 2020 relative to the above noted.
(Pages 57 – 58)

With Respect to the Memorandum from Ms. K. Power dated October 21, 2020 relative to the review of Committee Expenses – Meals (Outstanding Item No. 2020-009) we recommend that the review be deferred until after at least 75% of Committees of Council resume meeting to in-person meetings.

NEW BUSINESS

ADJOURNMENT

MEETING DATE 11/02/2020 (mm/dd/yyyy)

SUBJECT Confirmation of Agenda

SUMMARY

Confirmation of Agenda - November 2, 2020 - Committee of the Whole

RECOMMENDATION

With respect to the November 2, 2020 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.



MEETING DATE 11/02/2020 (mm/dd/yyyy)

SUBJECT 2020 Mayor's Community Safety Awards

SUMMARY

Memorandum from Ms. K. Lewis, Director – Corporate Strategic Services, dated October 1, 2020 requesting the presentation of the 2020 Mayor's Community Safety Awards.

ATTACHMENTS

1 Memorandum from Ms. K. Lewis, dated October 1, 2020

MEMORANDUM

TO: Krista Power, City Clerk

FROM: Karen Lewis, Director – Corporate Strategic Services

DATE: October 1, 2020

RE: 2020 Mayor's Community Safety Awards

Please be advised that the annual Mayor's Community Safety Awards will be presented at the beginning of the Committee of the Whole meeting on Monday, November 2, 2020, at 6:30 p.m. in the S.H. Blake Memorial Auditorium.

These awards, presented by Thunder Bay Crime Prevention Council, are given in recognition of the individuals and groups making significant contributions to safety and well-being in Thunder Bay.

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

The Awards to be presented that evening are:

- One Community Hero Award
- One Young Leader Award
- Up to four Outstanding Community Project Awards

The order of the program will be as follows:

Introduction and overview of awards by Director of Corporate Strategic Services, Karen Lewis

Remarks by Mayor Bill Mauro

Remarks by Chair of the Crime Prevention Council, Jeff Upton

Presentation of Awards by Crime Prevention Council Coordinator, Lee-Ann Chevette

Copy to: Lee-Ann Chevette, Coordinator – Thunder Bay Crime Prevention Council
Rebecca Eras, Communications Officer, Corporate Strategic Services



The Friends of Chippewa Park

356-1100C Memorial Avenue
Thunder Bay, Ontario, Canada P7B 4A3
chippewa@tbaytel.net

100th Anniversary 1921 to 2021

Krista Power, Clerk
City of Thunder Bay

October 16, 2020

Re: Request for Deputation

Dear Clerk Power

On behalf of The Friends of Chippewa Park I am writing to request an opportunity for us appear as a deputation before Committee of the Whole at the appropriate meeting in November.

The deputation will include the following elements:

- An update on the restoration of the C.W. Parker Carousel
- An update on the plans for the construction of a building to house and protect the restored Carousel including
 - A specific request for Council to agree to partner with The Friends of Chippewa Park in a Stage II application to the Northern Ontario Heritage Fund Corporation for 50% of the capital cost of the building
 - A request for Council to endorse our application to Heritage Canada under its Community Celebrations Fund for \$500,000 towards the capital cost of the new building
 - Consideration in the 2021 of remaining funding required for the new building – approximately \$300,000
- An update on work being performed at Chippewa Park by The Friends of Chippewa Park through the Job Creation Partnership program funded by the Ministry of Labour, Training and Skills Development
- A brief update on the celebration plans for the 100th Anniversary of the Official Opening of Chippewa Park to be held in 2021

We have met with officials from Parks and Open Spaces Division and they are supportive of us appearing before Committee of the Whole.

Yours truly

Iain Angus. Secretary

Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations	REPORT NO.	R 125/2020
DATE PREPARED	10/09/2020	FILE NO.	
MEETING DATE	11/02/2020 (mm/dd/yyyy)		
SUBJECT	Climate Adaptation Update		

RECOMMENDATION

For information only.

EXECUTIVE SUMMARY

This Report provides information on progress made in implementing the City of Thunder Bay Climate Adaptation Strategy: Climate-Ready City.

DISCUSSION

In the face of climate change, the City of Thunder Bay recognizes the need for adaptation to reduce the unavoidable damages stemming from the impacts of climate change.

In January 2020, the City of Thunder Bay officially declared a climate emergency for the purposes of naming, framing, and deepening our commitment to protecting our economy, our ecosystems, and our community from climate change.

This year, the City of Thunder Bay will work towards achieving the fifth and final milestone of the International Council for Local Environmental Initiatives (ICLEI) Canada's Building Adaptive & Resilient Communities Program, in recognition of the updates to the monitoring and review portion of the Climate Adaptation Strategy

The City's Climate Adaptation Strategy (Strategy) is a long-term initiative that involves participation and engagement across all City Departments as well as collaboration amongst community stakeholders. This report highlights progress made on the implementation of the Strategy, relative to its seven Strategic Directions and are identified below.

Strategic Direction Progress Highlights

Integrate: Integrate climate adaptation into plans, policies, procedures, projects, and investment decisions.

1. City Council, following a deputation by the EarthCare Climate Adaptation Working Group, declared a climate emergency for the City of Thunder Bay, for the purposes of naming, framing, and deepening our commitment to protecting our economy, our ecosystems, and our community from climate change.
2. Furthering our commitment to Climate Adaptation was identified under the Lead pillar of the City of Thunder Bay Strategic Plan: One City, Growing Together.
3. Climate adaptation continues to be integrated into the creation of the City's asset management plan.

Assess Potential Threats: Understand the risks specific to climate change impacts.

1. The Lakehead Region Conservation Authority completed detailed flood mapping evaluations on Pennock Creek, Mosquito Creek, and the Kaministiquia River. All floodplains for the watershed have now been updated since 2015.
2. The City worked with the Regional Public Works Commissioners of Ontario Climate Change subcommittee to develop a climate resilience assessment framework for critical infrastructure and systems, to be piloted in Thunder Bay.
3. Thunder Bay became designated as risk area for Lyme disease, based on results from Thunder Bay District Health Unit's tick surveys.
4. Updated climate adaptation indicators with support from Climate Risk Institute, reflecting lessons learned and Thunder Bay's role in responding to regional emergencies.

Increase Resilience: Increase resilience of infrastructure and natural landscapes.

1. The City planted 1000 trees in 2020, contributing to improved canopy cover and stormwater management.
2. Thunder Bay was designated as an International Tree City for by the Food and Agriculture Organization of the United Nations and the Arbor Day Foundation, recognizing its work on Urban Forest Management.
3. Work continues on the Municipal Invasive Plant Management Strategy.
4. Rebate programs, including the residential drainage rebate and rain garden rebate, continue to be offered by the City through EcoSuperior to help citizens manage stormwater on their property.

Inform and Equip: Provide information, tools and training on climate adaptation to facilitate and accelerate action.

1. EarthCare continues to deliver an information session through Corporate Orientation sessions with new city employees to provide education and training from a climate change perspective. Beginning in October 2020, this training has transitioned to online delivery.
2. The Thunder Bay Climate Change Connection website (climatechangetbay.com) provides citizens and organizations with a set of locally relevant resources related to Climate Change and Adaptation. This web site is maintained and promoted by EarthCare Thunder Bay.

3. Prior to COVID-19 restrictions, EarthCare engaged with the public via booths, presentations, and public events.
4. EarthCare partnered with the Planning division and the Thunder Bay District Health Unit (TBDHU) for ward meeting presentations focused on healthy built environments.

Finance: Plan for the financing and long term implementation of adaptive actions.

1. The National Disaster Mitigation and Adaptation Fund committed \$13 million over ten (10) years for a Community Flood Mitigation Project to significantly upgrade the stormwater system throughout Thunder Bay.
2. Letters of support were provided for projects seeking funding and supporting climate adaptation in Thunder Bay. Organizations included EcoSuperior, Lakehead University, Lakehead Region Conservation Authority, and Confederation College.

Network & Collaborate: Investigate opportunities to increase the resiliency of the region through networks and strategic collaboration.

1. The City is participating in numerous networks and programs including the Climate Risk Institute's Northern Climate Change Network, the Lake Superior Living Labs Network, The Regional Public Works Commissioners of Ontario Climate Change Subcommittee, ICLEI BARC, and the advisory committee for the Thunder Bay District Health Unit's Climate Change and Health Assessment for the region.
2. The City of Thunder Bay continues to collaborate and network with other communities throughout Ontario and Canada. EarthCare has been invited to present on climate adaptation successes and lessons learned through conferences, webinars, and public gatherings.

Respond and Recover: Plan for efficient response and recovery to extreme weather events and disasters.

1. The Municipal Emergency Operations Control Group updated the Emergency Response Plan for the Corporation.
2. The City of Thunder Bay hosted evacuees from two communities due to forest fire risk.

Climate Change Indicators

A set of key indicators has been established to track progress on how our City and community are experiencing, preparing for, responding to, and recovering from climate change impacts. The 2019 indicators are the fourth set of data collected and are measured against the 2016 baseline year, and the first year new indicators have been included based on lessons learned since the implementation of the Climate Adaptation Strategy.

The indicators were developed to align with the goals, objectives, and actions of the Strategy. They are process-based, consider components of climate risk, and have the ability to tell a story representing a complex situation and where data is reasonably available.

Fewer weather-related events were experienced in 2016 to 2019 in comparison to previous years; as such, the baseline data (in some cases, zero data) may be skewed. Indicators will continue to be collected over the long term and will provide the ability to analyze trends and help to inform future decisions.

A review of Climate Adaptation initiatives are also presented to Council as part of the EarthCare Sustainability Plan Annual Report.

LINK TO STRATEGIC PLAN

This report directly supports the fifth goal under the *Lead* pillar of the City of Thunder Bay's Corporate 2019-2022 Strategic Plan to "Further [previous] commitments to sustainability and climate adaptation". This report updates Council on the progress being made to implement the Climate Adaptation Strategy.

LINK TO EARTHCARE SUSTAINABILITY PLAN

This Report supports Goal 4 of the EarthCare Sustainability Plan 2014-2020 to "Build community resilience to reduce the risks inherent in climate change, and take advantage of opportunities for sustainable initiatives associated with current and future impacts of climate change" and is an outcome of Corporate Action 4.B.b. to "Develop a Climate Adaptation Strategy to support existing adaptive actions that build resilience and address vulnerabilities".

FINANCIAL IMPLICATION

There are no financial implications associated with this report.

CONCLUSION

It is concluded that the City of Thunder Bay is making progress on the implementation of the Climate Adaptation Strategy and will continue with its successful implementation and strategic direction.

BACKGROUND

The City of Thunder Bay's Climate Adaptation Strategy developed by EarthCare Thunder Bay was adopted by City Council in 2015, 184/2015 (Infrastructure and Operations).

A presentation on the progress of the development of the Climate Adaptation Strategy was presented to City Council on February 2, 2015.

A call to action to climate change adaptation from the Great Lakes and St. Lawrence Cities Initiative was answered by Mayor Keith Hobbs on April 16, 2014.

Climate adaptation was first recognized in the 2012 EarthCare Annual Report to Council.

REFERENCE MATERIAL ATTACHED:

Attachment A: 2019 Climate Adaptation Indicators

PREPARED BY: Jacob Porter, Climate Adaptation Coordinator

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	October 21, 2020

Attachment A - 2019 Climate Adaptation Indicators

Indicator	Trend	Data Source	Notes	2016	2017	2018	2019
Overarching Indicators							
Concentration of global atmospheric CO₂ in particles per million (ppm)	Driving force behind climate change.	NOAA	Pre-industrial levels did not exceed 300 ppm in past 800 000 years.	402.9	405.1	407.5	409.8
# of Environment Canada warnings per annum	Instances of extreme weather in the area	Environment Canada	As these warnings depend on changing definitions, they are intended primarily to add context to incident frequency below.	9	11	15	13
# of instances and # of days on flood watch and flood warning	Instances of flooding threat to the community	LRCA	Extended flood watch for Lake Superior shoreline. LRCA now designates as "Shoreline Condition Statement – Lake Superior (High) Static Water Level"	0	0	1 flood warning, 1 flood watch	3 flood warnings, 4 flood watch
# of weeks in declared low water condition	Instances of drought warning	LRCA		5	0	0	0
% of annual expenditures that are directly attributed to adaptation	Degree to which resources are being allocated to climate change adaptation; reflects the level of priority which the City is placing on adaptation	City of Thunder Bay	In 2018 the full stormwater budget was been included for the first time, reflecting approximately an increase of \$2 M.	\$591 K 0.336%	\$1.39 M 0.72%	\$3.81 M 2.08%	\$5.39 M 2.71%
% of Corporate Reports that include climate adaptation measures	Degree to which the City is embedding adaptation in its activities	City of Thunder Bay	18 of 160 corporate reports included climate adaptation features.	4.0%	6.0%	9.2%	11.3%
# of Climate Adaptation training sessions for City Staff	Training sessions improving awareness and understanding of climate adaptation among city staff	City of Thunder Bay Climate Adaptation	Includes climate adaptation led sessions in corporate orientation, emergency management, and special presentations on topic	n/a	n/a	n/a	13
# of times and # of days Municipal Emergency Control Group (MECG) response is triggered in response to weather-related events	Changing climate and its impact on the community	City of Thunder Bay	The MECG was triggered in response to hosting evacuees from weather-related events in other communities	0 times 0 days	0 times 0 days	0 times 0 days	0 times 0 days
# of evacuees hosted from other communities	Response of City to support regional emergencies	City of Thunder Bay	2019 hosted evacuees from four different communities, two due to flood, two due to fire. Numbers do not include self-evacuated individuals.	327	150	279	1,738
# of times and # of days fire response is triggered in response to weather-related events	Level of service required to address weather-related issues	City of Thunder Bay Fire Database	High winds October 21-22, snowstorm November 21	1 day 64 responses	3 days 67 responses	>6 days 231 responses	3 days 76 responses

Attachment A - 2019 Climate Adaptation Indicators

Indicator	Trend	Data Source	Notes	2016	2017	2018	2019
# of people engaged in activities through EarthCare related to climate change adaptation	Effort and success of the City's outreach activities	City of Thunder Bay Climate Adaptation	Activities included booths, presentations, and public events.	586	1340	1723	2626
% of population below Low Income Measure (After Tax)	Social determinants of vulnerability	StatCan	Low income is linked to a higher vulnerability to extreme weather events. LIM-AT is reported by StatCan every 5 years, and was last updated in 2016.	13.8%	13.8%	13.8%	13.8%
% of of population reporting a strong or very strong sense of community belonging	Social resilience from extreme weather events	City of Thunder Bay Citizen Satisfaction Survey	Strong community social networks are a key determinant of resilience to disruption. Reported in Citizen Satisfaction Survey first time in 2019. Identified as indicator in other plans, including Corporate strategic plan.	n/a	n/a	n/a	88%
Goal 4: Consider climate change impacts in the design, construction, and maintenance of physical infrastructure while considering affordability and co benefits.							
# of weather-related by-pass events at the Water Pollution and Control Plant	Impact of extreme weather on critical water infrastructure	City of Thunder Bay Environment	By-pass or spill does not necessarily mean that the effluent was not treated to at least some degree. Four by-pass events in were due to heavy rain, all received some level of treatment.	8	3	4	4
# of frozen water services	Capacity of the system to respond to extreme temperatures	City of Thunder Bay Environment	Majority of frozen services in 2019 occurred in winter of 2018-2019.	17	14	153	44
# of hours of power failures per customer are triggered in response to adverse weather	Impact of extreme weather on critical energy infrastructure	Thunder Bay Hydro Hydro Database	Adverse weather is defined as an interruption resulting from rain, ice storms, snow, winds, extreme temperatures, freezing rain, frost, or other extreme weather conditions.	0.02	1.56	0.24	n/a
% of impervious area within City limits	Risks associated with peak flows and urban flooding	City of Thunder Bay	Tracked every 3-5 years with new aerial surveys . Reduced impervious area is considered to reduce flooding, reduce heat island effect, and increase greenspace.	17.8%	14.7%	14.7%	14.7%
% of municipality with tree canopy coverage	Resilience of the City to climate change and the ability of the City to increase the forest cover	City of Thunder Bay Parks	Last tracked in 2017 . Percentage is within urban City limits. New aerial surveys are required for updated data . Last aerial survey was done in 2017, and 2017 data was updated to included recently analysed results.	25.0%	27.7%	27.7%	27.7%
% of municipality dedicated to parkland	Ability of the City to maintain natural ecosystems which in turn provide a wide range of co-benefits in responding to a changing climate	City of Thunder Bay Parks	5.7% for entire municipality is s Parkland and Open Space 8.5% within urban limits.	5.7%	5.7%	5.7%	5.7%
Hectares of catchment areas of Low Impact Development sites	How much stormwater is treated through LIDs before being released into the waterways	City of Thunder Bay Low Impact Development	In 2019, two LID facilities were built, in addition to 10 oil grit separators.	7.5	16.9	20.1	22.7

MEMORANDUM

TO: Krista Power, City Clerk

FROM: Jacob Porter, Climate Adaptation Coordinator

DATE: October 14, 2020

RE: *Climate Adaptation Report on Progress – R125/2020
Request to Present Information- November 2, 2020, COW Meeting*

I respectfully request an opportunity to provide a presentation relevant to Corporate Report 125/2020 - 2019 Climate Adaptation Report on Progress to the Committee of the Whole at their meeting on Monday, November 2, 2020. I will present a PowerPoint Presentation highlighting Climate Adaptation progress relative to the Climate Adaptation Strategy for 2019.

Should you have any questions regarding this request please contact me at 807-625-2776.

Sincerely,



Jacob Porter
Climate Adaptation Coordinator
EarthCare Thunder Bay

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

Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations - Engineering & Operations	REPORT NO.	R 131/2020
DATE PREPARED	10/15/2020	FILE NO.	
MEETING DATE	11/02/2020 (mm/dd/yyyy)		
SUBJECT	Edward Street & Redwood Avenue – Intersection Control Review		

RECOMMENDATION

With Respect to Report R 131/2020 (Infrastructure & Operations – Engineering & Operations), we recommend a roundabout as the preferred intersection control at the intersection at Edward Street and Redwood Avenue;

AND THAT new pedestrian crossovers be constructed as outlined in this report as part of the roundabout installation;

AND THAT a roundabout and pedestrian crossover at Edward Street and Redwood Avenue intersection be included in the 2021 Capital Budget for Council's consideration;

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

EXECUTIVE SUMMARY

Engineering completed a review of the intersection control alternatives for the Edward Street and Redwood Avenue intersection. This report outlines the findings of the review and recommends a roundabout as the preferred type of intersection control.

DISCUSSION

Edward Street from Ward Avenue to William Street is scheduled for rehabilitation as part of the City's 2021 capital renewal program. The planned renewal work will include replacement of the watermain from Ward Avenue to Woodlawn Street. A new road base and surface, extension of the sidewalk on Redwood Avenue, and upgrades to street lighting are also part of the planned project.

In conjunction with these planned improvements, Engineering reviewed the preferred intersection control for the Edward Street and Redwood Avenue intersection. This intersection was identified in the City's Transportation Master Plan (TMP – 2019) as a potential location for a roundabout.

Existing Conditions

Edward Street is a four (4) lane urban arterial road and Redwood Avenue is a two (2) lane urban collector road. The Edward Street/Redwood Avenue intersection currently operates under traffic signal control. There are dedicated left turn lanes for all approaches, and channelized right turn lanes on the West side for traffic heading southbound to westbound, and eastbound to southbound. The existing lane configuration is shown in Attachment #1.

Surrounding area land use consists of single family dwellings, commercial use, mixed use, and parks & open space.

Intersection Alternatives

A traffic signal warrant analysis was carried out for this intersection in 2012, 2018, 2019, and 2020 following the Ontario Traffic Manual Book 12 standards. In each of these years, the traffic signal justification was met. Traffic signals are warranted based on the volume of vehicles using this intersection.

Since this intersection met the warrants for traffic signals, all-way stop control is not recommended and was not carried forward for further evaluation.

A suitability and feasibility check was completed for the roundabout alternative as part of the City's TMP. The initial screening showed positive results for a roundabout, and it was recommended to carry this option forward for further analysis. However, because this proposed roundabout would have two (2) lanes, it was recommended that the implementation be held off until the general public becomes more familiar with single lane roundabouts.

Proposed Configurations

There are no plans to widen or re-configure the lanes of Edward Street or Redwood Avenue under the City's TMP.

The City's Active Transportation Plan (2019) recommends a bike lane on Redwood Avenue within the study limits under the Ultimate Cycling network.

The traffic signal alternative comparison for this review consists of re-building the existing intersection as it is seen today, with an added bike lane allotment on Redwood Avenue.

The roundabout alternative selected for further review is a partial multi-lane roundabout. There would be two-lane entries and exits on Edward Street, and single-lane entries and exits on Redwood Avenue. Appropriate speed control is achieved through the horizontal alignment, and a WB-20 tractor semi trailer vehicle has been accommodated for all movements. The Edward Street crossings will include a Level 2 Type B pedestrian crosswalk and the Redwood Avenue crossings will include a Level 2 Type D pedestrian crosswalk. Cyclists would be accommodated through off-road multi-use paths and crosswalks. The conceptual design of the roundabout is shown in Attachment #2.

The partial multi-lane design was selected to provide the appropriate level of service with minimal delays for motorists on all approaches. This configuration, while more complicated than a single lane roundabout, will be easier to learn than a full two-lane roundabout with 2 lane entries on all approaches. In order to alleviate concerns with this being the City's first roundabout, an extensive public education program is recommended.

Safety Performance

Collision history for the intersection operating under traffic signals was reviewed for a 10-year period (2010 to 2020). There were a total of sixteen (16) collisions recorded: eight (8) property damage only, five (5) non-fatal injury, one (1) non-reportable, and two (2) unknown. Two (2) of these collisions involved pedestrians.

Research has shown that as well as improving traffic flow, roundabouts are also generally safer for all road users than any other type of intersection control (two-way stop, all-way stop, and traffic signals). Roundabouts have been proven to reduce injury collisions by approximately 75% when compared to traffic signals. The severity of collisions is decreased as well because travel speeds are lower and the likelihood of head-on and right-angle collisions is significantly reduced when compared to traditional traffic signals.

Pedestrians with vision impairment or other mobility challenges may find roundabouts difficult to navigate due to their unfamiliarity with layout and constant traffic flow. Other challenges include wayfinding, alignment, and vehicle gap and yield detection. Engineering has met with the Accessibility Advisory Committee (AAC) group in the past on the topic of roundabouts, and the AAC recommended Level 2 Type B pedestrian crossings be provided on all legs of the roundabout.

Engineering recommends following the guidance provided in the National Cooperative Highway Research Program (NCHRP) Report 674 – Crossing Solutions at Roundabouts and Channelized Turn Lanes for Pedestrians with Vision Disabilities. This study concluded that a single lane roundabout did not pose any more difficulty to a pedestrian with vision impairment than what would be experienced at similar signalized intersection. Multi-lane roundabouts were found to be less accessible, unless treatments were added to them.

Following this guidance, the single lane crossings on Redwood Avenue would be a Level 2 Type D pedestrian crossing, and the multi-lane crossings on Edward Street would be a Level 2 Type B pedestrian crossing.

Cost Comparison

A comparison of the initial construction costs and long term operating and maintenance costs are shown in the table below. The construction estimates include resurfacing of the asphalt surface impacted by the proposed alternatives, AODA improvements, active transportation improvements, and street lighting. Costs to replace the watermain have not been included in either option. The estimates also include costs for engineering and contingency. Operating and maintenance costs are included for a 20-year life and include annual operating costs for the

traffic signals, and minor rehabilitation of the asphalt surface. The initial cost of a roundabout is higher than a signalized intersection, but the roundabout has lower annual maintenance costs. Life cycle costs for the two options are similar. Social costs of more severe collisions and environmental costs of idling vehicles associated with traffic signals have not been captured.

Table 1 - Cost Comparison Between Traffic Signals and Roundabouts

	Traffic Signals	Roundabout
Initial Construction Costs	\$850,000	\$1,000,000
O & M Costs	\$275,000	\$150,000
Total Lifecycle Cost	\$1,125,000	\$1,150,000

FINANCIAL IMPLICATION

There is no financial implication associated with this report. Costs for construction would be included in the 2021 Capital Budget for Council consideration.

CONCLUSION

Based on the results of the intersection control review. Engineering is recommending to move forward with the detail design and construction of a roundabout at the Edward Street and Redwood Avenue intersection in 2021.

BACKGROUND

The City's Transportation Master Plan identified the Edward Street and Redwood Avenue as a suitable location for a roundabout and recommended this option be carried forward for further review.

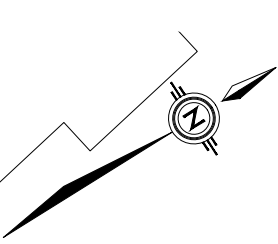
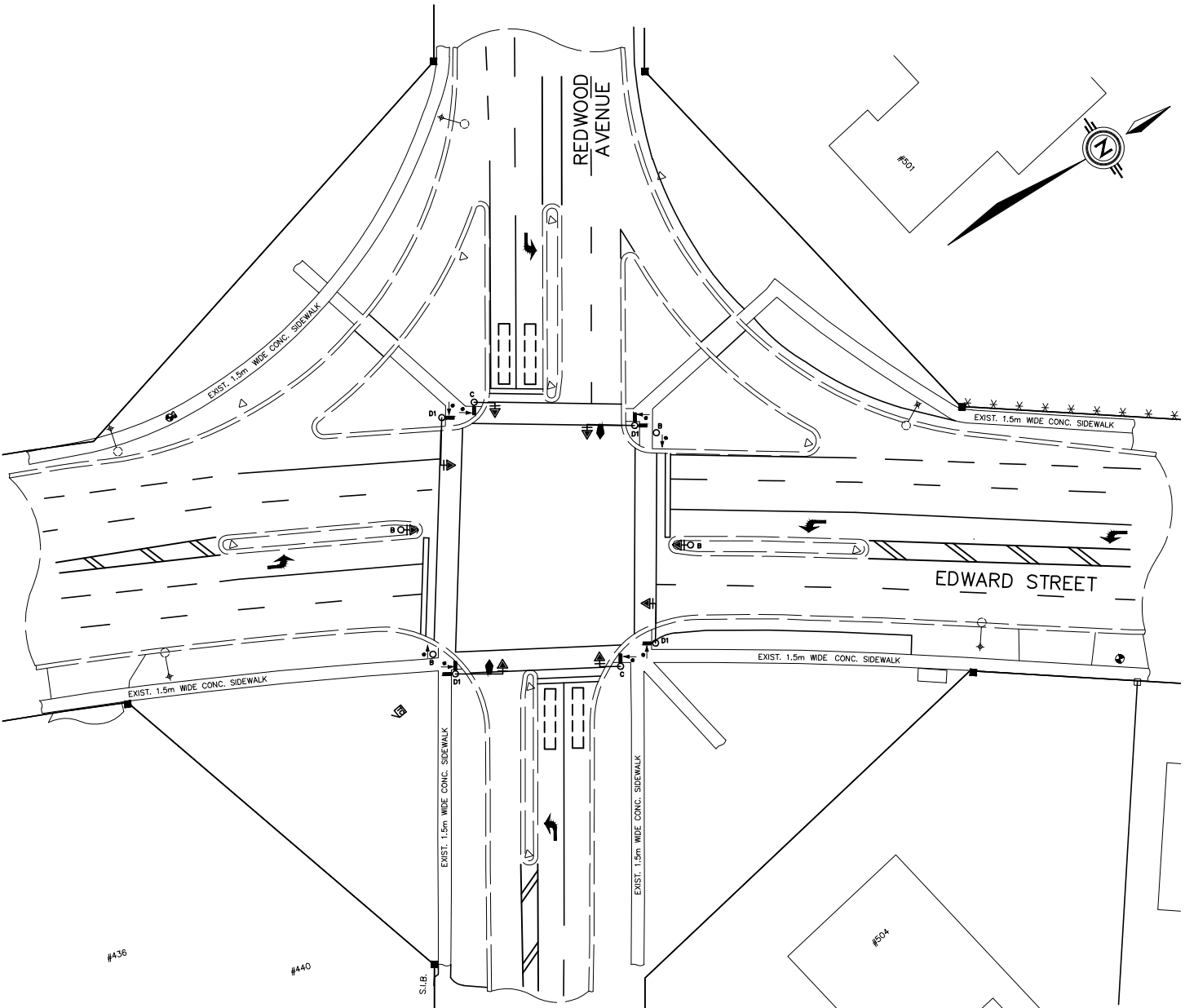
REFERENCE MATERIAL ATTACHED:

Attachment #1 – Edward Street & Redwood Avenue – Traffic signals Conceptual plan
Attachment #2 – Edward Street & Redwood Avenue – Roundabout Conceptual plan

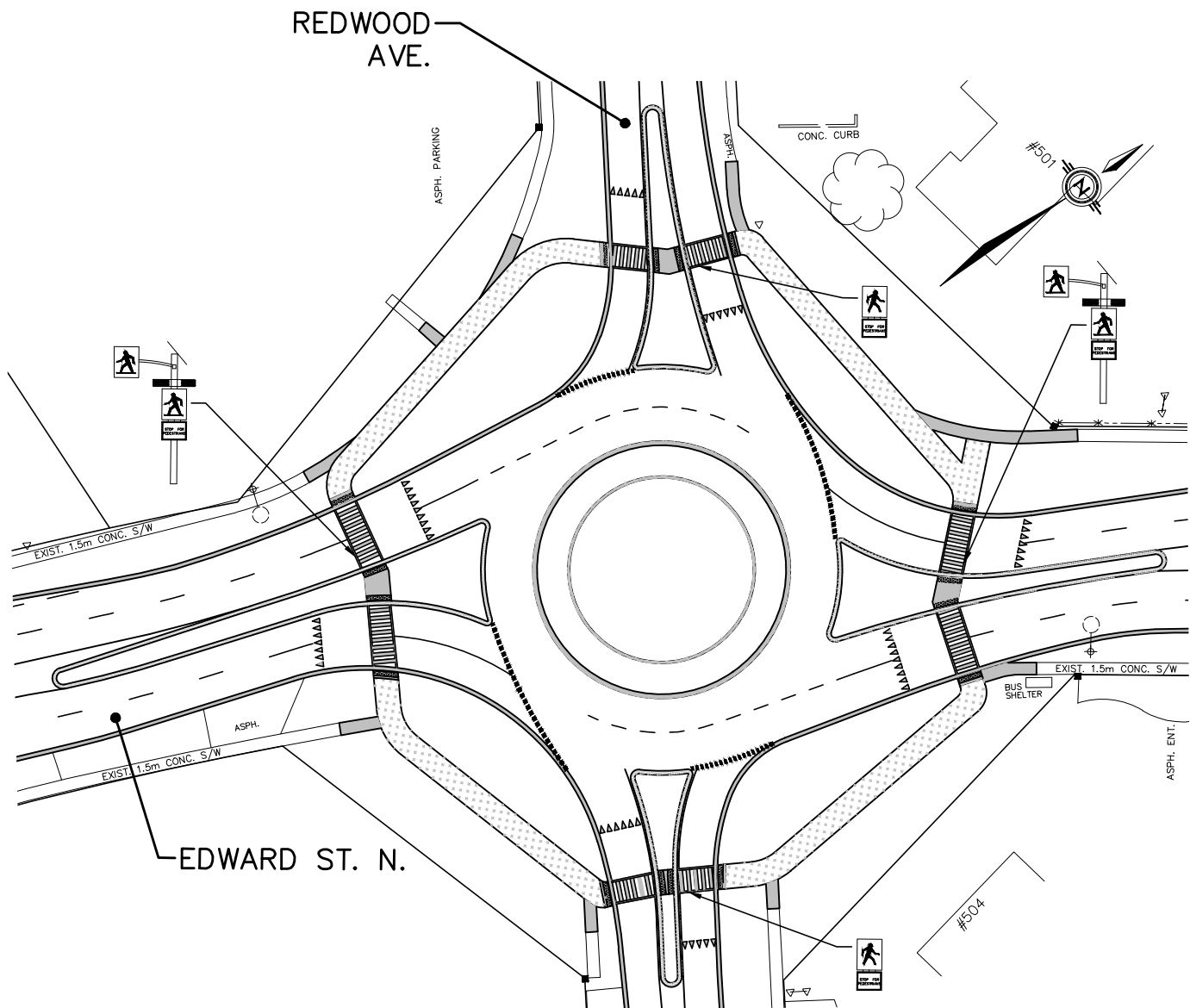
PREPARED BY: Matthew Miedema, P. Eng., Project Engineer

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	October 22, 2020

EDWARD ST. N./REDWOOD AVE. TRAFFIC SIGNAL REBUILD



EDWARD ST. N./REDWOOD AVE. ROUNDABOUT



Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations - Engineering & Operations	REPORT NO.	R 128/2020
DATE PREPARED	10/14/2020	FILE NO.	
MEETING DATE	11/02/2020 (mm/dd/yyyy)		
SUBJECT	Marina Overpass		

RECOMMENDATION

With respect to Report No. R 128/2020 (Infrastructure & Operations - Engineering & Operations) we recommend that purchase orders for Contract 15, 2020 for Tom Jones Corporation and JML Engineering be increased by a maximum of \$500,000 for extra work and contract administration required to complete the rehabilitation of the Marina Pedestrian Overpass; it being noted that final payment for this contract will be based on measured quantities for the completed work;

AND THAT Appropriation No. 21 be approved;

AND THAT the General Manager of Infrastructure and Operations report any circumstances to City Council should any significant variations in the contract quantities occur;

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

AND THAT any necessary bylaws be presented to City Council for ratification.

LINK TO STRATEGIC PLAN

This report directly supports the 'Renew' strategy of the 2019-2022 Corporate Strategic Plan: focus on essential infrastructure, revitalize our cores and enhance our Image Routes. This project includes the rehabilitation of a key pedestrian crossing following Engineering's Asset Management Plan.

EXECUTIVE SUMMARY

The Marina Park Overpass rehabilitation project includes removing the overpass structure from its abutments using a crane then removing the failed coating system, repairing the steel then recoating the steel to ensure the structure achieves its useful life. Other work including repairs to the approaches and railing system will also be completed.

This work was awarded in 2020 to Tom Jones Corporation. During the rehabilitation to date, a number of items of extra work have been found leading to a delay in completion and increased costs over the available contingency. JML Engineering has provided design and contract administration for this project.

DISCUSSION

Once the structure rehabilitation work started and the overpass was removed from its abutments a number of items became evident:

- The bottom two foot sections of the supporting steel posts at the ramp abutment were in need of replacement. There were full holes through the posts on the ramp side.
- A number of distresses on the concrete deck were noted at the joints. The cracking matched areas of steel deck deterioration on the underside decking that had corroded completely, and in some cases impacted the concrete, exposing rebar. The failure mechanism for the cracking was unknown and cause for concern.
- The bottom cord of the aluminum curtain wall (the frame that holds the glass panels) was significantly deteriorated, as well as the channels in the curtain wall which prevent the panels from blowing outward.

The above were not visible until the structure rehabilitation started.

Further steel and weld testing on the structure completed once sandblasting was done revealed more issues:

- A significant number of welds had deteriorated completely or failed testing over and above what was noted in previous biannual inspections.
- The bottom HSS beams supporting the structure that were covered by the curtain wall on the outside and the concrete deck on the inside showed significant section loss once exposed and tested (approximately 66% loss). This is likely the reason for the concrete deck cracking uncharacteristically. This section of steel was only accessible for testing once the curtain wall structure and concrete decking edges were removed.

Solutions to entirely replace the concrete deck, complete extra welding repairs and apply structural plates to strengthen both sides of both HSS beams their full lengths need to be completed. In addition the entire bottom half, at a minimum, of the curtain wall needs full replacement.

The welding and steel work must be completed prior to recoating the structure. The steel work is delaying the ability to start coating by approximately a month and a half.

The coating is temperature sensitive. Given the time of year, expensive heating and hoarding would be required to complete this work, and low and fluctuating temperatures cause concern of the ability to maintain quality control. Therefore it has been decided to complete the steel repair work now and complete the coating and remaining work starting next spring.

The cost to the project is estimated to be approximately \$500,000 over the Council approved budget, with some of the extra work being completed in 2020. A schedule extension is justified due to the additional work. The schedule will be extended to approximately August of next year when the structure will be returned to use.

FINANCIAL IMPLICATION

Administration has identified two sources of funding for this extra work. It is proposed to use \$355,000 from the Federal Gas Tax Reserve Fund, and \$145,000 from the General Capital Reserve Fund. Appropriation No. 21 is included for approval.

CONCLUSION

It is concluded that additional funds be provided to complete extra work associated with the Marina Park Overpass rehabilitation.

BACKGROUND

Corporate Report 54/2020 awarded Contract 15, 2020 for the Marina Park Overpass Rehabilitation. Recommendations included that the General Manager of Infrastructure and Operations report any circumstances to City Council should any significant variations in the contract quantities occur.

REFERENCE MATERIAL ATTACHED

Attachment A – Appropriation 21

PREPARED BY: Mike Vogrig, P.Eng, Project Engineer

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	October 22, 2020

Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations – Parks & Open Spaces	REPORT NO.	R 127/2020
DATE PREPARED	10/13/2020	FILE NO.	
MEETING DATE	11/02/2020 (mm/dd/yyyy)		
SUBJECT	Outdoor Rinks - Operation Update		

RECOMMENDATION

For information only.

LINK TO STRATEGIC PLAN

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

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

EXECUTIVE SUMMARY

The Parks & Open Spaces Division outdoor rink program offers 56 ice skating surfaces located at 38 sites across the City. A public survey was completed in February and March 2020 of which the results indicate that the overall quality of the outdoor rinks and the service levels being provided are performing well.

User counts are conducted annually and do not currently indicate a trend in either a positive or negative direction, as they have stayed relatively consistent over the last seven (7) years and none of the sites meet all of the warrants defined in the policy that would initiate a removal notice to the community in 2020.

Administration recommends maintaining current service levels as it is anticipated that the outdoor rink program will be in greater demand this year as fewer recreation options may be available to residents due to COVID-19. This recommendation is also based on internal reviews of operational performance and capacity, as well as input recently gathered through the online user survey.

DISCUSSION

The Parks & Open Spaces Division's outdoor rink program offers 56 ice skating surfaces located at 38 sites across the City. Service levels include Prince Arthur's Landing (PAL)/ refrigerated skating rink, boarded Parks supervised sites with heated facilities, boarded Community Center supervised sites with heated facilities, boarded unsupervised rinks, and un-boarded unsupervised ponds. The program is administered as per the 1994 Outdoor Rink Policy and is based on different categories of rink sites and target usage levels based on user per hour. The rink site locations of the outdoor rink program are illustrated in Figure 1 – Outdoor Rink Locations attached.

The online public user survey completed in February and March 2020, received 235 responses. Overall user experience was rated excellent by 29.7% of respondents and rated good by 53.3%, which indicates that the overall quality of the outdoor rinks and the service levels being provided are performing well.

User counts are conducted annually from February 1 to February 21, which includes Family Day weekend. Data is not collected if temperatures are below -15 degrees Celsius, if the rinks are snow covered, or if flooding is in progress. A third party contractor has been used to collect the count data for the last ten (10) years following the same method and schedule, allowing for a reliable data set for usage analysis. Counts are completed on seven (7) separate days, with weekend counts between 1pm - 7pm, and weekday counts between 3pm – 9pm. Observations are made hourly at each site over a 6 hour period and includes skaters, people in change rooms, and spectators.

The overall usage level data does not indicate a trend in either a positive or negative direction, as it has stayed relatively consistent over the last seven (7) years in all categories. Some sites do not currently meet the user per hour targets defined in the Outdoor Rink Policy, however none of the sites meet all the warrants, including a five (5) year steady decline in usage, which would initiate a removal notice to the community in 2020.

The following table outlines the 5-year average usage level for each category of rink site (this represents an average of all sites within a category combined into a single 5-year average):

TABLE 1: 5-Year Average Rink Usage Levels (users per hour)

SITE CATEGORY	5 YEAR AVE USAGE RATE	TARGET USAGE RATE
Regional recreation (pal/marina)	25.8	N/A
Parks supervised	8	10
Community supervised	2.7	5
Boarded unsupervised	2.5	3
Un-boarded unsupervised (ponds)	0.8	1

Some community supervised sites have had difficulty staffing their rinks over the last few years, which has likely reduced usage levels resulting in the average rate falling below target. The Parks & Open Spaces Division has provided relief staff upon request to these sites to improve level of service. Moving forward where Community Centers are unable to successfully deploy Outdoor Rink staff through the rink grant program, Administration plans to continue to staff these sites on weekends and other priority times using Parks relief staff funded from the Community Services outdoor rink grant program.

Administration will complete additional user counts during the holiday period in December this season so numbers can be compared against the annual counts to determine whether usage levels are higher during this period of the Outdoor Rink season, as opposed to February.

In response to public interest, Administration has completed an operational review to install and a new skating path in Vickers Park as part of the Outdoor Rink program. The review determined that a skating path could be installed in the north-east quadrant of the park utilizing the existing walking path. The service could be offered as a trial within existing staff levels and operating budget, however the long term operational requirements cannot be confirmed until a trial is completed and the amount of maintenance required to operate successfully is assessed. Due to the uncertainties related to COVID-19 this season, plans to implement the trial skating path are being deferred to the 2021/2022 season.

In order to offset operational efforts required for the future Vickers Park skating path, Administration will proceed with public notice to neighbourhoods serviced by the Vale Community Centre and the Centennial Village (Confederation Dr.) ponds, indicating that these sites may be removed in two years' time should the usage levels not increase. Both of these ponds are in close proximity to other boarded rink sites and have average usage levels of 0.51 and 0.41 respectively.

Based on the positive results of the online user survey, internal reviews of operational performance and capacity, and expected increased demands for outdoor rinks due to COVID-19 Administration will continue to maintain existing service levels. Operating re-opening plans to address COVID-19 regulations are currently in development for internal review and approval.

FINANCIAL IMPLICATION

There are no financial implications associated with this report.

CONCLUSION

Administration recommends maintaining outdoor rink service levels for the 2020/2021 season. A recent user survey completed indicates that the overall quality of the outdoor rinks and the service levels being provided are performing well. It is anticipated that the outdoor rink program will be in greater demand this year as fewer recreation options may be available to residents due to COVID-19.

BACKGROUND

Report No. 2012.157 (2012-2013 Winter Rink Operations) included changes to the outdoor rink program to improve productivity and ice quality and in response to changing patterns of use.

At the May 14, 2012 meeting of the Committee of the Whole, a resolution was passed directing the Parks Division to include options for increased supervision at all outdoor rinks from 5 to 7 days.

Report 310/96 (Community Services – Parks) presented detailed information on reducing City outdoor rink operating expenditures.

Report 279/89 (Parks and Recreation) delegated authority to Administration to make changes to rink operations based on the levels of use documented over 5 years through the annual rink survey.

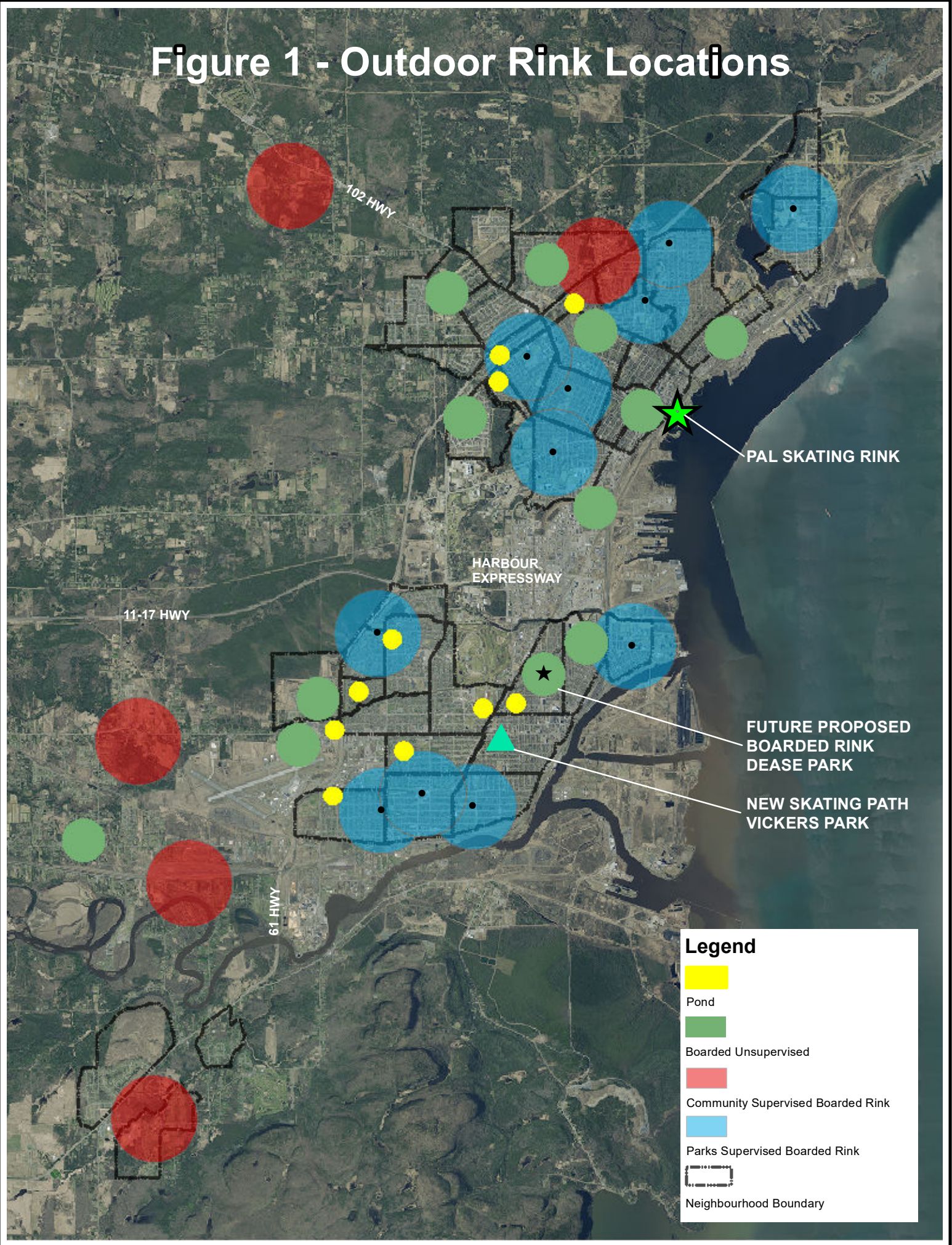
REFERENCE MATERIAL ATTACHED:

Figure 1 – Outdoor Rink Locations

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

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kayla Dixon, Acting General Manager – Infrastructure & Operations	October 23, 2020

Figure 1 - Outdoor Rink Locations





Legend

	Skating Path
	Walking Trail

Corporate Report

DEPARTMENT/ DIVISION	Infrastructure & Operations – Engineering & Operations	REPORT NO.	R 96/2020
DATE PREPARED	07/28/2020	FILE NO.	
MEETING DATE	11/02/2020 (mm/dd/yyyy)		
SUBJECT	Electric Scooter Pilot Participation		

RECOMMENDATION

With respect to Report No. R96/2020, we recommend that Administration monitor results of other municipalities participating in the Ontario Electric Scooter (eScooter) pilot program;

AND THAT Administration report back to Council on the results of the pilot program to inform future decisions on eScooter implementation in the City of Thunder Bay on or before December 2026;

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

LINK TO STRATEGIC PLAN

This report supports the ‘Lead’ strategy of the 2019-2022 Corporate Strategic Plan, furthering commitments to sustainability and climate adaptation by emphasizing human-powered transportation. It also supports the ‘Grow’ strategy, focusing on city building and social infrastructure to strengthen our economy, lifestyle, and well-being.

EXECUTIVE SUMMARY

At the March 2, 2020 Committee of the Whole meeting, Council passed a resolution directing Administration to report back on whether Thunder Bay should participate in the provincial e-scooter pilot program. Administration is recommending the City monitor the program and report back after five (5) years on results of the pilot to inform future decisions on implementation.

Being electric vehicles, e-scooters are more efficient than fossil fuel powered vehicles, however the majority of the trips they replace would have been completed by bicycles and walking. With the Active Transportation Plan and Transportation Master plan emphasizing the positive health outcomes and reduction in emissions of active transportation, e-scooters may detract from those strategic goals. Jurisdictions that participated in the pilot have also reported injuries and enforcement issues in shared model programs.

DISCUSSION

This corporate report is in response to a resolution carried on March 2, 2020 directing Administration report to Council recommendations to potentially introduce e-scooters in the City.

Introduction

The provincial government has approved a 5-year pilot project for “kick-style” electric scooters (e-scooters) for consideration by Ontario Municipalities. Kick e-scooters are 2-wheeled micro-mobility devices powered by a battery, can travel up to 24km/h, and come equipped with a hand brake, lights, bell, and kickstand. The pilot program refers to shared e-scooters that are available to rent and use by the public. The most common model is the “dockless share model”, where a private vendor maintains an inventory of devices for public use for a usage fee paid by the end user. The user finds a nearby e-scooter on an app, rents the device, completes the trip then devices are left at the end-of-trip location to be picked up by the next user. A “docked model” would have specific locations where the devices need to be returned and connected to at the end of the trip, this model is more common with bicycles and ebikes. For the following reasons, Engineering believes the best strategy is to observe the e-scooter pilot program rather than participate.

Environmental

Being an electric vehicle, much of the claims around e-scooters are environmental friendliness and promise to ease the burden of congestion and emissions from motor vehicles, however it has been found that over half the trips on the devices would have been completed with walking or cycling. Calgary, an early Canadian adopter, noted use was primarily for errands, work trips, dining/shopping and recreation. Over half of these trips otherwise would have been walked. They found average trips to be between 0.9 and 1.2km in length. Similar results were confirmed in Germany, where they were used in inner-cities well-served by transit for short trips otherwise made by bicycle or by walking. Peak use in Hamburg was on weekends and evenings, indicating they are primarily used for recreation and tourism. While electric vehicles do produce less emissions, for a municipality to realize those benefits the devices need to replace cars; e-scooters appear to replace much more eco-friendly modes.

Safety

The e-scooter share business model is almost entirely based on a “dockless” strategy, meaning there are no specified places to leave the scooters and users leave the device where they finish for the next person to find it. This has raised concern with the Accessibility for Ontarians with Disabilities Alliance, who issued an open letter urging municipalities to not allow e-scooter use as their model is “built on increasing barriers to accessibility” by leaving the devices in places people who have low vision or are blind cannot predict they will be. It should be noted that due to COVID19 Engineering and Operations has not been able to seek feedback from our local Accessibility Advisory Committee and likely will not be able to do so in the short-term. Once feedback has been received, Engineering and Operations will report back with any changes to the recommendation at the end of the pilot. The lack of licensure or insurance has also been cited as a concern as the vehicles are silent and have a maximum speed of 24kph, which is faster than average commuter cycling speeds. Calgary has mandated self-governing to 15kph in high-

density pedestrian areas. Other jurisdictions where e-scooters are permitted have also documented injuries to riders and in some cases other road users. Enforcement has also been an issue in terms of rules such as helmet use, parking, and impaired operation. In discussion with Thunder Bay Police Services, safety was a primary concern for the users themselves in on-street infrastructure and sidewalk users with off-street trail facilities being viewed as the safer option for e-scooter operators.

Selecting locations where e-scooters can be used has caused problems as some municipalities have allowed the devices on sidewalks, but many have discontinued that practice due to lack of parity between the device and pedestrians, which cause safety concerns. Some allow them in bicycle lanes and on multi-use trails but design of these on-street facilities does not take into consideration the small wheel diameter, short wheelbase and speed of e-scooters. The Province has made provisions to the Highway Traffic Act to allow for e-scooter use during the pilot but there has been little guidance and support in terms of best-practice, primarily offering questions for municipalities to ponder. However, the municipality is responsible to implement based on their own interpretation of safety. Ottawa is in the process of bringing their e-scooter strategy forward, where they will not allow sidewalk use, limit the speed to 20km/h and lower where there is high pedestrian volume, have specific parking in sidewalk furniture zones and limited on-street parking. Ottawa's enforcement strategy is broken down to moving violations being enforced by police while parking is by-law enforcement. The other Ontario jurisdiction aiming to pilot is Windsor. They plan on allowing private-use scooters on their Riverfront path but not on trails. Scooters will be allowed in bike lanes and on the right-side of roadways where no lanes are available but only on those with speeds of 50km/h or less. At this time it does not appear Windsor is pursuing a shared model.

LINK TO EARTHCARE SUSTAINABILITY PLAN

The EarthCare Sustainability plan speaks to improving active modes of transportation as a means to reduce the environmental impact of vehicular traffic. Specifically, section 6.0: Community Lifestyle – Mobility has the following points, which support monitoring first, the experiences of other municipalities:

- Public and private infrastructure strategically used to create seamless and barrier free options for biking, walking and transit use for a cleaner, greener and more beautiful Thunder Bay
- People of all ages and abilities are inspired to use more active modes of transportation for a higher quality of life

Additionally, the Active Transportation Plan and Transportation Master Plan cite active transportation modes as ways of improving community health outcomes while also decreasing emissions.

FINANCIAL IMPLICATION

There are no financial implications associated with this report.

CONCLUSION

At this time, Engineering recommends the best strategy is to monitor the pilot and learn from other jurisdictions, thereby benefiting from their experience with Administration reporting back to inform future decisions on implementation. Many of the corporate strategic goals in transportation surround improving walkability and active transportation use, both of which are replaced by e-scooter use.

BACKGROUND

This corporate report is in response to a resolution carried on March 2, 2020 directing Administration report to Council recommendations to potentially introduce e-scooters in the City in response to the Provincial Government's Legislation O.Reg. 389/19: PILOT PROJECT - ELECTRIC KICK-SCOOTERS.

REFERENCE MATERIAL ATTACHED:

None.

PREPARED BY: Darrik Smith, Mobility Coordinator

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	October 13, 2020

Corporate Report

DEPARTMENT/ DIVISION	Community Services - Recreation & Culture	REPORT NO.	R 134/2020
DATE PREPARED	10/19/2020	FILE NO.	
MEETING DATE	11/02/2020 (mm/dd/yyyy)		
SUBJECT	COVID-19: Phase 2 Fall 2020 Operations Services Level Changes		

RECOMMENDATION

With Respect to Report R 134/2020 (Community Services – Recreation & Culture) we recommend that Administration be directed to implement the Phase 2 Fall 2020 Operations service level changes outlined in Attachment A to this report;

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

EXECUTIVE SUMMARY

This Report provides Phase 2 Fall 2020 Operations service level changes as outlined in Attachment A. The Phase 2 changes are summarized in the following categories:

1. Recommended Operations to Reopen with Program Modifications – South Neebing and Vickers Heights Community Centres and Outdoor Rink Program.
2. Operations Under Review for Reopening – Prince Arthur's Landing Skating Rink
3. Recommended Closures, Cancellations, Deferred Reopenings – Volunteer Pool and Community Centre, Fort William Gardens.

In developing reopening plans, Administration is guided by the principles of: 'Safety First' (for public and employees, as informed by public health professionals); 'Value for Money' (reopening programs and services that deliver the highest value at best cost or adjust services to support cost containment); and 'Create Opportunity' (innovative ways to serve the community and support economic recovery).

Following these principles, adjustments to services may be recommended as a result of:

1. consideration of the population served by the program/service, their exposure to risk of infection from the virus and/or their priority need for access to programs/services

2. the continued need to ensure physical distancing, limit social gatherings to prevent risk of exposure, community spread
3. capacity to staff/available volunteer resources
4. demand for the program/service/contribution to economic recovery
5. sufficient lead time and City capacity to safely reopen the service
6. opportunity for cost savings and/or cost avoidance
7. geographic distribution of services
8. value of re-opening given the seasonal/time limited offering of the program/service the potential to meet client needs through alternative, lower risk options.

DISCUSSION

Emergency Orders and COVID-19 Planning

The *Reopening Ontario (A Flexible Response to COVID-19) Act 2020* (ROA), Ontario Regulation 364/20, Rules for Areas in Stage 3, provides the legally mandated protocols for reopening. On September 19, the Province announced new gathering limits on the number of people allowed to attend unmonitored private, social gatherings and organized public events across Ontario. The new limits do not apply to events or gatherings in staffed businesses and facilities because they must already follow specific public health and safety guidelines to minimize risk and limit the spread of COVID-19.

On September 22, the government began releasing details on its comprehensive plan to prepare the health system for a second wave of COVID-19. The plan, *Keeping Ontarians Safe: Preparing for Future Waves of COVID-19*, included enhanced investments in influenza vaccination programs, COVID-19 testing and contact tracing/management, and outbreak control measures, including deploying hospital infection prevention and control (IPAC) resources to provide ongoing support to long-term care homes.

On September 25, the Province announced amendments to Ontario Regulation 364/20 to tighten public health measures in response to the recent rise in cases of COVID-19 across the Province. These included the application of additional restrictions to restaurants, bars and other food/drink establishments (including nightclubs), the closure of strip clubs, and the requirement for businesses and organizations to screen individuals for COVID-19 who enter their premises as guided by provincial/local public health officials. Active screening and/or the use of an online pre-screening tool had been in place as part of the reopening plans for municipal child care centres and various recreation facilities. The need for pre-screening is now extended to City workplaces.

As the Province allows reopening, the City of Thunder Bay is following three key principles intended to align with Provincial direction and Council's service level and financial expectations:

Our Reopening Principles

Safety First

Our first priority is protecting the health and safety of the public and employees. Facilities, programs and services will only re-open when it is safe to do so. We will follow the direction and guidance of the Province and public health.

Value for Money

We will put a priority on reopening programs and services that deliver highest value at best cost under the current circumstances and identify opportunities to cancel or defer reopening or adjust services to support cost containment.

Create Opportunity

We will consider innovative and adaptive ways to serve the community and invest strategically to support economic recovery.

With these principles in mind, Administration has adopted a reopening plan review process to engage key areas in providing feedback on reopening plans before they are finalized. These areas include: Corporate Health & Safety, Human Resources, Facilities Services, Legal Services, Finance Task Team and the Information Task Team. This review may result in a recommendation to cancel or defer the service.

Recommended Phase 2 Fall 2020 Operations Service Level Changes

This report provides a summary of fall 2020 operations and status of reopening plan reviews and recommendations and permissions to operate provided in Ontario Regulation 364/20 (Rules for Areas in Stage 3), the Stage 3 Provincial Framework for Reopening, and other guidance documents, such as those issued by the Office of the Chief Medical Officer of Health (OCMOH). Recommendations to modify, cancel, or delay start, are provided.

Recommended Operations to Reopen with Program Modifications

Community Centres

South Neebing and Vickers Heights community centres plan to open as soon as possible, subject to changes such as reduced capacity limits, physical distancing, increased cleaning and disinfection, and collection of attendance and contact information for individuals entering the facilities.

The following City-operated centres have already opened:

1. Jumbo Gardens
2. West Arthur
3. Vale.

The following Board-operated centres have already opened:

1. North McIntyre
2. Oliver Road
3. Current River
4. West Thunder

North End (Board-operated) centre currently remains closed.

Outdoor Rink Program

Outdoor Rinks are planned to operate providing standard services levels with respect to rink sites and ice surfaces. Active screening and monitoring of users is not required, rather signage will be installed notifying the public of physical distancing requirements and limitations related to accessing the heated change room facilities. Existing staff levels and operating budget will support the operations as they are defined, including maintaining the required signage, regular cleaning of common touch points, and general monitoring of the users.

Operations under Review for Reopening

Prince Arthur's Landing (PAL) Skating Rink

The reopening plan for the PAL skating rink is currently under review and Administration will report back if there are any significant service or financial implications.

Recommended Closures, Cancellations, Deferred Reopenings

Fort William Gardens Arena

Current River Arena reopened on August 17 as per Council direction Report 81/2020 - COVID-19: Phase 3 Summer 2020 Operations Service Level Changes (Community Services – Recreation and Culture). Delaney and Port Arthur Arenas reopened on September 27, followed by Grandview and Neebing Arenas on October 13. These reopening dates proceeded based on confirmed demand for ice and capacity to provide the additional staff necessary to perform new COVID screening and cleaning functions. Fort William Gardens was held as the final arena to proceed to reopening given the higher operating costs/requirements and challenges of operating this facility in the COVID-19 environment, as well as limited capacity to staff all arena sites.

Administration completed the annual ice allocation process on a delayed schedule to accommodate for confirmation of actual registration and return to play details from regular user groups. Confirmed demand indicates that there has been no overall decrease in prime time ice needs by minor hockey users. However, temporarily decreased demand for other ice users such

as school-based groups, junior/adult hockey, and tournaments/special events, has reduced the overall prime time ice needs sufficiently that the current demand can be accommodated at the five (5) satellite arenas that have already reopened, along with the City's portion of the ice allocation at the Thunder Bay Tournament Centre.

Major resident user groups at Fort William Gardens (FWG) include the Lakehead University (LU) Thunderwolves and SIJHL North Stars. Neither group has resumed regular ice use at this time, and both are significantly affected by ongoing gathering and travel restrictions. On October 15, Ontario University Athletics cancelled the 2020-21 competitive season and the LU Thunderwolves have not requested any practice/training times for this season. The North Stars had previously delayed their season start to November 14 and their training needs are currently accommodated at arenas that have already reopened. It is unlikely that they will be able to resume competitive/spectator activities until COVID restrictions are loosened beyond Stage 3. Other key uses of FWG include special events that are likewise unlikely to occur in the near future due to gathering and travel restrictions.

Given that the current demand for ice can be accommodated, Administration is recommending deferring re-opening of the Fort William Gardens to early 2021. The existing full-time staff assigned to the Fort William Gardens are still required to support the operation of the Fort William Curling Club and satellite arenas. Administration will continue to monitor demand and seek Council direction prior to re-opening.

The deferred reopening of Fort William Gardens will result in a net loss in 2020 of approximately \$25,000. A reopening of the Fort William Gardens (FWG) at this time would result in higher negative variances for both FWG and satellite arenas due to negative revenue impacts, increased operating costs (ie cleaning, disinfection, screening, etc.)

Volunteer Pool and Community Centre

Reopening of Volunteer Pool has been deferred due to a planned annual maintenance shutdown that is expected to be completed by November 6, 2020. Churchill Pool reopened on August 4 and operated at or near COVID-19 restricted capacities for bathers/permitted programming until the reopening of the Canada Games Complex on September 23.

The re-opening of the Canada Games Complex has resulted in excess capacity at Churchill Pool for all programs except swimming lessons. Churchill is currently operating at approximately 77% of total COVID-restricted capacity for available program types. Family swimming and aquatics have the most available capacity, while length swimming has more limited available capacity.

The Canada Games Complex has gradually phased in pool activities since reopening. Similar to Churchill Pool, length swimming has more limited available capacity, however at this time, there continues to be reasonable capacity available to meet anticipated demand to year end in all pool activity types, including swimming lessons.

The Volunteer Pool Community Centre has one primary user group and three other regular user groups. At this time, there is limited demand for access to the community centre. The primary tenant does not intend to resume use before January and the remaining regular users have indicated need of just over 7 hours/week collectively. The limited demand and revenue anticipated from these groups is outweighed by the costs to open and maintain the facility.

Given the capacity at Churchill Pool and Canada Games Complex to respond to the community's demand for aquatic services, the multi-service options provided through the Canada Games Complex, and the opportunity for cost savings, Administration is recommending a deferred reopening of the Volunteer Pool/Community Centre until early 2021. Administration will continue to monitor demand and seek Council direction prior to re-opening.

The deferred reopening of the Volunteer Pool will result in net \$94,500 savings and a reduction of 5.83 FTEs (.25 FTEs CUPE, 5.58 FTEs Non-affiliate) in 2020. These savings will assist in mitigating the additional net cost of \$366,948 to operate the Churchill Pool and Canada Games Complex from September to December 2020.

Staffing Impacts

In many instances, additional staff are required to comply with Provincial requirements for the reopening of program/services. Phase 2 Fall 2020 operations will result in a reduction of 6.67 FTEs (.67 CUPE, 5.83 Non-affiliate).

Impact on the Public

Both the savings and the service level changes will be communicated to the public through the coronavirus section of the City's website (thunderbay.ca) and its social media channels.

As the City adjusts its operations, demand for programs and services is unknown due to ongoing response to the COVID-19 virus. Administration will make decisions within their discretion and/or report to Council on more substantive changes required.

FINANCIAL IMPLICATION

The Phase 2 Fall 2020 Operations service level changes including the deferred reopening of the Fort William Gardens and Volunteer Pool and Community Centre are expected to result in a net savings of \$69,500 in 2020.

CONCLUSION

It is concluded that Administration should implement the Phase 2 Fall 2020 Operations service level changes related to operations outlined in Attachment A to this report.

BACKGROUND

At the May 4, 2020 Committee of the Whole meeting, Report R 38/2020 (Corporate Services & Long Term Care) - Financial Implications of COVID-19 Pandemic & Budget Variance Report #1 was provided for information. Administration noted that the impact was estimated at approximately \$1.1 million a month for tax supported operations and \$0.3 million a month for rate supported operations.

On May 11, 2020, City Council directed Administration to report back on June 15, 2020 relative to the savings that have already been identified as cost containment measures and other potential savings that have been identified as potential cost mitigation measures.

On June 1, Council approved Phase 1 Summer 2020 Operations service level changes (Report 65/2020 – Phase 1 Summer 2020 Operations Service Level Changes – Community Services, Recreation and Culture) which included: closures of outdoor pools, campgrounds, and the Port Arthur Stadium; the cancellation of group fitness classes offered through the Canada Games Complex and the Adventurers Summer Camp; and, the cancellation of amusement rides, City and community special events until July 31, 2020, and deferral of the City's assumption of responsibility for the West Arthur Community Centre. This solidified over \$545,000 in net savings and not hiring 14.95 FTEs. Administration advised that they would continue to monitor for Provincial orders related to other summer operations and report back to Council on any additional service level changes.

The Province announced on June 8, 2020 details of Stage 2 of its framework for reopening the economy, including a new, regional approach permitting application in Thunder Bay district as early as June 12. Key changes permitted in Stage 2 included, subject to specific restrictions, increasing the limit on social gathering from 5 to 10 people, water recreational facilities (eg indoor/outdoor pools, splash pads), outdoor recreational team sports (training only, no games, no scrimmages), low contact outdoor recreational facilities (except playgrounds, play structures and outdoor fitness equipment), and community centres (for limited purposes).

On June 9, 2020, the Province advised of the phase-out of emergency child care by June 26, 2020 and permission for operators to enter their centres as early as June 12 to prepare for a re-opening of licensed child care.

At the June 15, 2020 Committee of the Whole meeting (Report 72/2020 – Corporate Services and Long Term Care - Update on Cost Containment-COVID-19 Pandemic), Council approved the extended summer closure of the 55 Plus Centre resulting in \$20,100 in net savings and not hiring 1.24 FTEs.

At the June 22, 2020 Committee of the Whole meeting (Report 76/2020 – Community Services – Recreation and Culture - COVID-19: Phase 2 Summer 2020 Operations Service Level Changes) Council approved the reopening of specific programs with modifications, including summer camps, Playgrounds Program, Junior Inclusion Services, neighbourhood splash pads, Sandy Beach, and the Algoma Child Care Centre. Council approved the closure of Fort William

Stadium for summer 2020. Phase 2 Summer 2020 operations were expected to achieve net savings of a minimum of \$7,632 and require an additional .41 – 1.25 FTEs.

At the July 20, 2020 Committee of the Whole meeting (Report 81/2020 – Community Services – Recreation and Culture – COVID-19: Phase 3 Summer 2020 Operations Service Level Changes) Council approved the reopening of Grace Remus and Private Home Child Care, Churchill Indoor Pool, Community Centres (West Thunder, Oliver Road, North McIntyre, Current River), outdoor sportsfields, the closure PAL Splash Pad, Mariners’ Hall, and Baggage Building Arts Centre for summer resulting in estimated net savings of \$54,960 and a net additional .42 FTEs. Council also directed the reopening of one arena as soon as possible to support summer ice. The specific financial/FTE impacts associated with the reopening were not available at that time.

At the August 24, 2020 Committee of the Whole (Report 103/2020 – Community Services – Recreation and Culture – COVID-19: Phase 1 Fall 2020 Operations Services Level Changes) Council approved the reopening of the Canada Games Complex, Ogden and Woodcrest Child Care Centres, and the Baggage Building Art Centre. The reopening of these facilities/programs were expected to result in net additional monthly costs of \$33,336 for the school based child care programs and a net \$293K by year end for the reopening of the Canada Games Complex. These net additional costs would be mitigated by a net \$53K for canceled or modified City fall events. In addition, Council approved the reopening of additional arenas (subject to ice demand), the 55 Plus Centre/West Arthur Community Centre, Neighbourhood Recreation Program, Community Centres, and Fort William Stadium subject to the successful review by the City’s Emergency Response Team of the reopening plan for these facilities. The reopening of Mariners’ Hall and City events were deferred.

At the September 14, 2020 Committee of the Whole, Council received a memo from L. Prentice, Director, Recreation and Culture, regarding “Summer and Fall Services Update” providing outcomes of summer 2020 programs/services and a forecast of the anticipated timeframe for reopening of various recreation facilities/programs for fall 2020.

REFERENCE MATERIAL ATTACHED:

ATTACHMENT 'A' - PHASE 2 FALL 2020 OPERATIONS SERVICE LEVEL CHANGES

PREPARED BY: KELLY ROBERTSON, GENERAL MANAGER – COMMUNITY SERVICES

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kelly Robertson, General Manager – Community Services	October 21, 2020

Attachment A – Phase 2 Fall 2020 Operations Service Level Changes

Program/Service	Key Rationale	Time frame	Net Estimated Cost/(Savings) and FTE Implications
Recommended Operations to Reopen with Program Modifications			
South Neebing & Vickers Heights Community Centres	<ul style="list-style-type: none"> • Safety, need for physical distancing • Capacity to staff 	As soon as possible	N/A
Outdoor Rinks	<ul style="list-style-type: none"> • Physical distancing required, access to heated facilities will be limited based on space available. 	Standard opening in late December.	N/A
Under Review for Reopening			
Prince Arthur's Landing (PAL) Skating Rink	<ul style="list-style-type: none"> • Anticipated high client demand • Capacity to staff 	To be confirmed	To be confirmed
Recommended Closures, Cancellations, Deferred Reopenings			
Fort William Gardens	<ul style="list-style-type: none"> • Limited demand • Capacity to staff 	Deferred; will re-assess demand for reopening early 2021	\$25,000 (includes .42 FTE vacancy saving CUPE)
Volunteer Pool/Community Centre	<ul style="list-style-type: none"> • Alternate options 	Deferred until January 2021	(\$94.5K) (-.25 FTEs CUPE; -5.58 FTEs Non-affiliate)

MEETING DATE 11/02/2020 (mm/dd/yyyy)

SUBJECT Financial Implications of COVID-19 Pandemic & Budget Variance
Report #3

SUMMARY

Report No. R 122/2020 (Corporate Services & Long Term Care - Financial Services) relative to the above noted. (Distributed Separately)

Corporate Report

DEPARTMENT/ DIVISION	City Manager's Office - Office of the City Clerk	REPORT NO.	R 114/2020
DATE PREPARED	09/20/2020	FILE NO.	
MEETING DATE	11/02/2020 (mm/dd/yyyy)		
SUBJECT	Appointment of Acting Mayors - 2020-2021		

RECOMMENDATION

With respect to Report No. R 114/2020 (City Manager's Office - Office of the City Clerk), and pursuant to Section 242 of the *Municipal Act, 2001*, we recommend that the following Members of Council be appointed Acting Mayor, in the Mayor's absence, for the month indicated opposite their name:

December	2020	Councillor Kristen Oliver
January	2021	Councillor Aldo Ruberto
February	2021	Councillor Brian McKinnon
March	2021	Councillor Cody Fraser
April	2021	Councillor Andrew Foulds
May	2021	Councillor Rebecca Johnson
June	2021	Councillor Shelby Ch'ng
July	2021	Councillor Mark Bentz
August	2021	Councillor Peng You
September	2021	Councillor Brian Hamilton
October	2021	Councillor Albert Aiello
November	2021	Councillor Trevor Giertuga

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

EXECUTIVE SUMMARY

This report authorizes the appointment of Acting Mayors for the period December 1, 2020 to November 30, 2021 and provides information relative to the process used in the assignments of Acting Mayors to events, activities and duties on behalf of the Mayor.

DISCUSSION

The *Municipal Act*, 2001 provides provisions under section 242 to allow municipalities the power to appoint, by by-law, a member of Council to act in the place of the Mayor, should the Mayor be absent or unavailable. This is to ensure that the statutory duties of the Mayor are fulfilled at all times. This would include, but not be limited to, presiding at City Council meetings or representing the City at community events.

A process to select the Acting Mayor was introduced in 2016 and has continued to present day. Members of Council are asked to rank their top three (3) preferred months for appointment as Acting Mayor. The schedule will then be created by the Office of the City Clerk and presented to Council for approval and passing of the subsequent by-law.

This process is particularly important in advance of the municipal election as it ensures there is no advantage provided to any member of council in advancing their campaign as per the *Municipal Elections Act*.

The City Clerk is the protocol officer for the City of Thunder Bay. Any concerns relating to the types of requests received for the Acting Mayor should be referred to the Clerk for direction.

The Mayor's Office, together with the Office of the City Clerk, are responsible for managing the requests for the Acting Mayor, in the same manner they manage invitations for the Mayor.

1. The request for the Mayor's attendance is received.
2. If the Mayor is unavailable, the Executive Assistant to the Mayor will review the Acting Mayor by-law to determine the Acting Mayor associated with the month of the event.
3. If the Acting Mayor is available, the Executive Assistant will provide the necessary information and the Acting Mayor will attend the event.
4. If the Acting Mayor is not available, the Executive Assistant will move forward on a month-by-month basis until an Acting Mayor is determined to be available.
5. Should no Acting Mayor be available after all months are exhausted, the Executive Assistant will contact the event organizer and advise that no member of Council is available to attend.
6. It has become practice that should the Mayor or Acting Mayor be unavailable immediately prior to an event, every attempt will be made to find another Member who can attend.
7. Should a member of Council not be available and only in urgent situations, the highest ranking City Official will be called upon to complete the ceremonial duties on behalf of the Mayor.
8. The Executive Assistant will use discretion when confirming a replacement or cancelling the attendance of a City representative.

During the COVID-19 pandemic, additional protocols have been implemented to ensure the health and safety of the Member of Council while attending a public event to present a scroll, deliver a proclamation or represent the City. At the time of the writing of this report, indoor social gatherings are limited to 10 people; and outdoor gatherings to 25 people. Additionally, non-medical masks must be worn at all times indoors. Members of Council will not enter a private dwelling and will maintain physical distancing at all times.

Prior to attending an event, the Office of the City Clerk will work with the Mayors Office to ensure that the Members of Council receive the most accurate, up-to-date public health information and protocol.

FINANCIAL IMPLICATION

There are no financial implications associated with this report. All costs associated with duties pertaining to the Acting Mayor are included in the current budget and recorded in the annual remuneration report under a separate heading for transparency.

CONCLUSION

It is concluded that Acting Mayors should be appointed for each month of the calendar year through to November 30, 2021 as outlined in this report.

BACKGROUND

To create the above list of Acting Mayors, it was tasked to the Office of the City Clerk in October 2012 to confirm and provide a process involved with the Appointment of Acting Mayors following concern from members that the process used was not equitable. The Office of the City Clerk followed up with members of Council relative to investigating the types of processes that could be utilized to ensure Acting Mayors were appointed in a fair and consistent manner.

In September 2016, Members of Council were polled to request how they would like to see the appointment of Acting Mayors take place. Members of Council did not share any concerns about how this process occurs and the feedback received stated that a fair and equitable process would be to draw names and assign months. A draw took place and as a result a list of Acting Mayors was created and circulated.

At the October 31, 2016 meeting Report No. 139/2016 (City Manager's Office – Office of the City Clerk) was presented relative to the list of Acting Mayors for December 2016 to November 2017. A motion was passed to refer this item back to administration for further research and a more equitable solution that allowed for discussion between Members of Council as well as an opportunity to switch months if required.

Following this referral back to administration, the Office of the City Clerk followed up with Members of Council requesting feedback relative to a priority system where Members of Council provided their months requested as Acting Mayor with a 1st, 2nd and 3rd choice. Following this request, administration would work to ensure that all Members received one of their top three choices.

At the November 6, 2017 meeting of Committee of the Whole, Report 168/2017 (City Manager's Office – Office of the City Clerk) Appointment of Acting Mayors was presented along with a memorandum from the Office of the City Clerk with the confirmed list of Acting Mayors. This detailed the effort on administration's behalf to solicit top three choices for months from Members of Council and the end result of all members being provided with their 1st or 2nd choice for months of duty as Acting Mayor.

REFERENCE MATERIAL ATTACHED:

None.

PREPARED BY: DANA EARLE, DEPUTY CITY CLERK

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Norm Gale, City Manager	October 20, 2020

MEETING DATE 11/02/2020 (mm/dd/yyyy)

SUBJECT Service Level Adjustments to Accommodate Marina Park Budget
Reduction

SUMMARY

Memorandum from Mr. C. Halvorsen, Manager - Parks & Open Spaces, dated October 8, 2020 providing an overview relative to Service Level Adjustments to Accommodate Marina Park Budget Reduction, for information only.

ATTACHMENTS

1 Memorandum from C. Halvorsen

Memorandum

TO: Members of Council

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

DATE: October 8, 2020

SUBJECT: Service Level Adjustments to Accommodate Marina Park Budget Reduction
November 2, 2020 – Committee of Whole Meeting

During the 2020 Budget process, a 1.1 FTE expansion to maintain Marina Park was eliminated from the Parks and Open Spaces (Parks) operating budget and Administration was directed to report back to Council with recommendations on how service levels in lesser used parks could be altered to accommodate this reduction. The following memo provides a response to this request.

Prince Arthur's Landing has been developed over the last decade with greenspace, landscaped areas, lit walkways, water features, and other amenities that Parks is responsible to maintain. When funding for Prince Arthur's Landing was considered, it focused on capital requirements and did not identify all the significant extra effort that maintaining the newly developed area would require.

Prior to the request for the FTE expansion, Parks North operations had already reallocated existing staff resources to maintain Marina Park due to the increased activity levels and the expanded development of the area. This included a crew of 3 dedicated staff in the summer and two dedicated staff in the winter. However, after multiple years at these staffing levels, it has become apparent that the planting beds are not being maintained sufficiently, due to the general park maintenance work loads, the area of naturalized planting beds included at Marina Park, and the specialized horticultural skills required to maintain these planting beds.

Prior to requesting the additional FTE and now subsequent to the 2020 budget Council direction, internal reviews were completed of Parks priority tasks, current service levels, and opportunities to redeploy staff resources based on capacity and skills. The reviews determined Parks staff is currently being used efficiently to deliver a wide variety of services. It was also identified that meeting target service levels in sports field and playground maintenance is a challenge, which has health and safety implications for users. Administration will continue to make service levels that relate to health and safety a top priority, and will work to find efficiencies within Parks operations so that resources can be directed towards these tasks.

Grass cutting operations were also reviewed in detail, including the number of crews and frequency of cutting. It was determined that the 6 rider mower crews and 6 wide area mowers are operating efficiently as they are cutting approximately 130 parks totaling 220 ha of park land.

Decreasing cutting frequency will not reduce the amount of time spent cutting as the current cycle is based on cutting at an optimal grass height. Cutting longer grass will result in slower cuts and additional cleanup efforts due to grass cuttings being left by the mowers.

A reduction in grass cutting staff levels would result in significant reductions to the amount of maintained park lands within the City. Significant reductions in maintained park lands are not recommended as Thunder Bay is already below average in comparison to 22 other communities included in the 2017 Yardstick benchmark survey, with Thunder Bay having 2.8ha per 1,000 residents and the average having 5.3ha per 1,000 residents. If reductions to existing maintained park lands were to be considered it would require thoughtful consideration, planning and consultation with the community as it would impact many residents.

Administration's recommendation to address the Marina Park planting beds going forward is as follows:

- All of the planting bed areas at Marina Park will be assessed to determine if they can be maintained or if they require total replanting due to the amount of overgrowth.
- Conservatory staff (including Seasonal and FT staff) will focus on Marina Park for 2-3 weeks beginning in early May each year to facilitate large planting bed restoration work and clean up throughout the site.
- Conservatory staff will dedicate 1 day per week to Marina Park between June and September to maintain the planting beds and shrubs throughout the site.
- Parks operations staff that are dedicated to individual sites (Hillcrest Park, Vickers Park, Friendship Gardens) will assist with watering and basic maintenance of planting beds to reduce time required from Conservatory staff at those sites.
- Administration will explore opportunities for additional operating budget savings through the Conservatory Renewal and Production Greenhouse replacements, to increase our horticulture capacity in Parks and direct them towards the maintenance of naturalized planting beds at the Marina.

Due to COVID-19 impacts on operations staff levels, we were not able to dedicate Conservatory staff for the 2 - 3 weeks in May at Marina Park, or the 1 day per week this year. Assessments of the planting beds were completed and will be used to finalize a plan for next year.

Regards,

CH

cc: Gordon Stover – Committee Coordinator
Norm Gale – City Manager
EMT
Kayla Dixon – Director of Engineering & Operations

MEETING DATE 11/02/2020 (mm/dd/yyyy)

SUBJECT Standards for Winter Control

SUMMARY

Memorandum from Mr. B. Adams, Manager - Roads Division relative to the above noted.
(Distributed Separately)

MEETING DATE 11/02/2020 (mm/dd/yyyy)

SUBJECT Automated Speed Enforcement (Photo Radar) – Request for Report

SUMMARY

Memorandum from Councillor Peng You, dated October 20, 2020 containing a motion recommending that Administration report back the costs and timelines associated with the implementation of automated speed enforcement systems (photo radar) and that Administration consult with the Thunder Bay Police Service to determine the recommended locations.

RECOMMENDATION

With respect to the Memorandum from Councillor Peng You dated October 20, 2020, we recommend that Administration report back the costs and timelines associated with the implementation of automated speed enforcement systems (photo radar);

AND THAT Administration consult with the Thunder Bay Police Service to determine the recommended locations for installation of automated speed enforcement systems;

AND THAT the report be received on or before November 30, 2021;

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

ATTACHMENTS

1 Memorandum from Councillor Peng You

Memorandum

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

TO: Ms. Krista Power, City Clerk

FROM: Councillor Peng You

DATE: October 20, 2020

SUBJECT: Automated Speed Enforcement (Photo Radar) – Request for Report
Committee of the Whole – November 2, 2020

The *Highway Traffic Act* was amended in December 2019 to include Ontario Regulation 398/19 relating to Automated Speed Enforcement (photo radar). The amendment permits automated speed enforcement systems to be implemented on municipal roadways in a designated school zone or a designated community safety zone.

I would like Administration to provide Council information relating to costs and timelines associated with the implementation of automated speed enforcement systems. Administration should review, in consultation with the Thunder Bay Police Service, the recommended locations where systems should be installed.

I present the following motion for City Council's consideration:

With respect to the Memorandum from Councillor Peng You dated October 20, 2020, we recommend that Administration report back the costs and timelines associated with the implementation of automated speed enforcement systems (photo radar);

AND THAT Administration consult with the Thunder Bay Police Service to determine the recommended locations for installation of automated speed enforcement systems;

AND THAT the report be received on or before November 30, 2021;

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

MEETING DATE 11/02/2020 (mm/dd/yyyy)

SUBJECT Committee Meals

SUMMARY

At the January 29, 2020 Committee of the Whole (2020 Capital and Operating Budget) meeting, a resolution was passed directing Administration to examine ways to reduce meal costs including scheduling meetings outside of meal times where possible, decreasing the volume of food ordered, simplifying menus and seeking efficiencies to reduce the \$32,000 meals budget, and that Administration report back to Council with options and recommendations.

Memorandum from Ms. K. Power, City Clerk, dated October 21, 2020 relative to the above noted.

RECOMMENDATION

With Respect to the Memorandum from Ms. K. Power dated October 21, 2020 relative to the review of Committee Expenses – Meals (Outstanding Item No. 2020-009) we recommend that the review be deferred until after at least 75% of Committees of Council resume meeting to in-person meetings.

ATTACHMENTS

1 Memorandum from Ms. K. Power, City Clerk

Memorandum

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

TO: Mayor & Council

FROM: Krista Power, City Clerk

DATE: October 21, 2020

SUBJECT: Review of Committee Expenses – Meals – Outstanding Item 2020-009
Committee of the Whole – November 2, 2020

At the January 29, 2020 Committee of the Whole Budget Review meeting, a resolution was passed with respect to Committee Expenses budget allocated to City Council. The resolution directed Administration to complete a review of meal costs for Council and Committees and report back in May 2020. Council received memos in April and May of this year relative to this report and that this would be delayed due to the pandemic response and also because committee meetings ceased for a significant period of time.

Meal expenses for Committees of Council have been nil since the onset of the pandemic due to those committees not yet resuming to in-person meetings. Meal expenses for Council meetings have been minimal as Council continues to participate in hybrid meetings with some Councillors in person and others virtually. It is expected that the meal expenses for 2020 be approximately 1/3 of the approved budget. The favourable variance has been reported in Council pandemic variance reporting.

It is my request that meal expense review be deferred until at least 75% of Committees of Council return to meeting in person and that until that time my office continue to provide meals for Council as per established practice.

As such the following recommendation is provided for your consideration;

With Respect to the Memorandum from Ms. K. Power dated October 21, 2020 relative to the review of Committee Expenses – Meals (Outstanding Item No. 2020-009) we recommend that the review be deferred until after at least 75% of Committees of Council resume meeting to in-person meetings.

C.C.

Norm Gale, City Manager
Committee Chairs – Council Advisory Committees