



Memorandum

Office of the City Clerk
Fax: 623-5468
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TO: Members of Council
FROM: Krista Power, City Clerk
DATE: Thursday, January 14, 2021
SUBJECT: **Additional Information**
Committee of the Whole – Special Session (2021 Capital and Operating Budget) – January 19, January 21, and January 27, 2021

COMMITTEE OF THE WHOLE – SPECIAL SESSION (2021 CAPITAL AND OPERATING BUDGET MEETINGS)

Additional Information

1. Memorandum from Ms. L. Paradis, Manager – Budgets & Long-Term Planning, dated January 14, 2021 attaching a list of 40 one-time cost reduction items for Council’s consideration to reduce the estimated impact of COVID-19 in 2021, sorted by Special Committee of the Whole meeting date.



*Corporate Services &
Long Term Care*

*Financial Services Division
807-625-2581*

Lauren.Paradis@thunderbay.ca

MEMORANDUM

TO: Mayor & Council

FROM: Lauren Paradis, Manager,
Budgets and Long Term Planning

DATE: January 14, 2021

RE: One Time Options to Reduce 2021 COVID-19 Impacts

Attached to Corporate Report R 1/2021 (Corporate Services & Long Term Care – Financial Services) is a list of 40 one time cost reduction items for Council’s consideration to reduce the estimated impact of COVID-19 in 2021.

Please find attached the same list sorted by the Special Committee of the Whole meeting date where the associated budget will be reviewed. It is recommended that any questions or motions related to this list be brought forward on the evening identified to ensure all relevant staff are present to answer any questions or provide information requested by Council.

Thank you,

cc:

Norm Gale City Manager
Executive Management Team
Krista Power, City Clerk

ONE TIME OPTIONS TO REDUCE 2021 COVID-19 IMPACTS											Ranking of List for Council		
Budget Date	Item	Department	Division	Item	FTE	Union/Non union	Operating	Capital	Total	Additional Information	Option 1 (Recommended)	Option 2 (all)	Option 3 (none)
Jan 19th	10	Corporate Services & Long Term Care	Revenue	Defer reopening of Cashier Counter Service	1.0	Union	41.0		41.0	Customers have 7 other ways to pay their water and tax bills.	41.0	41.0	
Jan 19th	7	Corporate	Contributions to Capital Reserve Funds	Community Partnership			100.0		100.0	Applications for this funding will be deferred for a year.	100.0	100.0	
Jan 19th	8	Corporate	Contributions to Capital Reserve Funds	Recreational Trails			39.5		39.5	No annual contribution to the Recreational Trails Reserve Funds in 2021.		39.5	
Jan 19th	9	Corporate	Contributions to Capital Reserve Funds	Renew Thunder Bay			250.0		250.0	Current uncommitted balance \$13.2M at Dec 31 2020	250.0	250.0	
Jan 19th	12	Infrastructure & Operations	Engineering	Defer property acquisition for projects/subdivisions in 2021.				25.0	25.0	Limits the advancement of projects requiring property.	25.0	25.0	
Jan 19th	13	Infrastructure & Operations	Engineering	Defer property acquisition for the Northwest Arterial in 2021.				50.0	50.0	Limits the advancement of projects requiring property.	50.0	50.0	
Jan 19th	14	Infrastructure & Operations	Engineering	Defer updates to the Northwest Arterial Environmental Assessment in 2021.				150.0	150.0	Defer to 2022. Could result in risk to meeting MTO schedule for Thunder Bay Expressway interchanges.	150.0	150.0	
Jan 19th	15	Infrastructure & Operations	Engineering	Cancel chipsealing in 2021.				30.0	30.0	No chipsealing in 2021, this offers one time savings.	30.0	30.0	
Jan 19th	16	Infrastructure & Operations	Engineering	Reduce investment into traffic calming in 2021.				50.0	50.0	Reduced by 50% in 2021 as a one time savings.	50.0	50.0	
Jan 19th	17	Infrastructure & Operations	Engineering	Reduce Active Transportation initiatives in 2021				50.0	50.0	A reduction to the Active Transportation (AT) budget will decrease the available support and advancement to AT initiatives, including City programs and services delivered by EcoSuperior.		50.0	
Jan 19th	18	Infrastructure & Operations	Engineering	Active Transportation Connection Neebing McIntyre Floodway				50.0	50.0	Defer installation of new active transportation connection (wayfinding and bike lane) to 2022.		50.0	
Jan 19th	26	Infrastructure & Operations	Roads	Discontinue Residential Road Plowing on Sundays				35.0	35.0	Reduced levels of snow plowing service. Amount has been adjusted to reflect a March 1st implementation.		35.0	
Jan 19th	27	Infrastructure & Operations	Roads	Discontinue Residential Road Plowing on Saturdays				35.0	35.0	Reduced levels of snow plowing service. Amount has been adjusted to reflect a March 1st implementation.		35.0	
Jan 19th	28	Infrastructure & Operations	Roads	Discontinue Sidewalk Plowing on Sundays				12.0	12.0	Reduced levels of snow plowing service. Amount has been adjusted to reflect a March 1st implementation.		12.0	
Jan 19th	29	Infrastructure & Operations	Roads	Discontinue Sidewalk Plowing on Saturdays				12.0	12.0	Reduced levels of snow plowing service. Amount has been adjusted to reflect a March 1st implementation.		12.0	
Jan 19th	30	Infrastructure & Operations	Roads	Do not run the Adopt a Road program in 2021				5.3	5.3	Adopt-A-Road program will not operate in 2021.	5.3	5.3	
Jan 19th	31	Infrastructure & Operations	Roads	Cancel the maintenance and replacement of driveway culverts in 2021				40.0	40.0	Critical maintenance would still need to be addressed on a case by case basis.		40.0	

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							Operating	Capital	Total				
Jan 19th	32	Infrastructure & Operations	Roads	Defer the expansion of Wayfinding in 2021				50.0	50.0	Defer expansion of the program in the downtown core.	50.0	50.0	
Jan 19th	33	Infrastructure & Operations	Roads	Reduce one additional Pedestrian Crossover (PXO) in 2021				75.0	75.0	Eliminate one PXO in the 2021 budget. Remaining PXO's are partially funded through ICIP.	75.0	75.0	
Jan 19th	34	Infrastructure & Operations	Roads	Defer the purchase of a weather station in 2021				25.0	25.0	Reduced information for Patrol Supervisors during winter events.	25.0	25.0	
Jan 19th	35	Infrastructure & Operations	Roads	Curb ramping 2021				70.0	70.0	Curb ramping improvements will be limited to capital construction.	35.0	70.0	
Jan 19th	20	Infrastructure & Operations	Parks	Do not operate the rides at Chippewa Park and the Muskeg Express in 2021.	1.5	CUPE	46.0		46.0	May not be able to operate due to COVID-19 restrictions	46.0	46.0	
Jan 19th	21	Infrastructure & Operations	Parks	Do not operate the campgrounds at Chippewa Park and Trowbridge Falls in 2021.	1.4	Non-Affiliates	11.7		11.7	Cost avoidance - COVID budget forecasts a loss. Not operating the campgrounds would result in cost avoidance related to the hiring of students and operating costs. No revenue would be generated.	11.7	11.7	
Jan 19th	22	Infrastructure & Operations	Parks	Do not operate splash pads in 2021.	1.0	Non-Affiliates	54.3		54.3	Not operating the splash pads would result in an avoidance of additional costs to operate in a COVID environment, including additional supervision, cleaning, and water. One time cost avoidance will only be realized if COVID restrictions remain in place. The Northwood Playfield site will not operate in 2021 if required to do so under COVID restrictions. The cost for students to supervise and additional cleaning measures for the Northwood site in July and August have not been included in the amount provided.		54.3	
Jan 19th	23	Infrastructure & Operations	Parks	Open both golf courses on May 14, 2021.	0.3	CUPE, UFCW, Non-Affiliates	20.0		20.0	Net savings realized by opening the Golf program later in the season than traditionally (approx. 2 weeks) done so in years prior to the 2020 season.	20.0	20.0	
Jan 19th	24	Infrastructure & Operations	Parks	Defer the design and planning for the next splash pad.				50.0	50.0	Defer design for the next splash pad.	50.0	50.0	
Jan 19th	25	Infrastructure & Operations	Parks	Defer the renewal of Golf assets (equipment) in 2021.				50.0	50.0	Defer renewal of Golf equipment.	50.0	50.0	
Jan 19th	19	Infrastructure & Operations	Environment	Reduce the available amount of the Residential Drainage Rebate in 2021.				50.0	50.0	Reduce available amount from \$125k to \$75k for 2021.	50.0	50.0	
Jan 21st	11	Development & Emergency Services	McKellar Mall	Assign 2021 profit to reduce COVID pressures			138.7		138.7	Assigning profit to reduce COVID impacts rather than repay internal loan. Loan will take approximately 1 year longer to repay.	138.7	138.7	
Jan 27th	5	Corporate	Contribution to Reserve Fund	CEDC			109.0		109.0	Proposed Budget includes a contribution of \$200k. \$91k is pre-committed contribution to the College Aviation Centre of Excellence (ACE).	109.0	109.0	

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Jan 27th	38	Outside Boards & Agencies	CEDC	One-time COVID costs - CEDC to fund from their surplus carry forwards			12.0		12.0	Costs related to Board of Director Meetings to be held in person at external venues. Fund from CEDC unrestricted assets.	12.0	12.0	
Jan 27th	39	Outside Boards & Agencies	CEDC - Tourism	One-time COVID costs - CEDC to fund from their surplus carry forwards			38.2		38.2	Costs related to increased janitorial and requested increased electrostatic cleaning to clean and disinfect washrooms and touch points at Terry Fox Lookout. Fund from CEDC unrestricted assets.	38.2	38.2	
Jan 27th	40	Outside Boards & Agencies	CEDC - Tourism	24hr permanent washroom facility at Terry Fox Lookout			22.0	73.0	95.0	Visitor needs would not be met.		95.0	
Jan 27th	36	Mayor & Council	General Council	Budget reduction to Committee Expenses			7.0		7.0	Meal costs are reduced due to virtual meetings or committees not meeting at all. Should this change in 2021, there is a possibility of a negative variance. Council has been advised that a full meal expense review will begin once at least 75% of committees are meeting in person.		7.0	
Jan 27th	37	Mayor & Council	General Council	Budget reduction to General Expense			2.0		2.0	This account has been under budget for a number of years. Service levels would not be affected.		2.0	
Jan 27th	6	Corporate	Contributions to Capital Reserve Funds	Clean, Green and Beautiful			208.1		208.1	Reduced annual contribution to the Clean Green and Beautiful Reserve Fund with 2021 projects funded by carryforward funds – in part or in whole, depending on the option selected.	100.0	208.1	
Jan 27th	1	City Manager's Office	Office of the City Clerk	Legislative Compliance - AODA				50.0	50.0	Capital related accessibility projects may need to be deferred. Facility Audit was conducted in 2019. City Clerks Office is working with Construction Services to manage projects.	50.0	50.0	
Jan 27th	2	Community Services	Facilities, Fleet and Energy Management	Defer generator replacement at Fire Station #3				150.0	150.0	As there are alternate equipped locations, the risk of deferring this planned renewal project for 1 year is low.	150.0	150.0	
Jan 27th	4	Community Services	Transit Services	Reduce service hours	0.5	Union (ATU - PT)	50.0		50.0	Evening service routes will end 45 minutes earlier (eg. 11:45 pm vs 12:30 am service end time) and seasonal service to Chippewa Park will be suspended. Reduction of evening service equates to annual reduction of 1,350 service hours and 22,000 boardings. City-wide, ridership drops from 40 to 15 boardings/hr after 11:45 pm. Chippewa service has historically been offered weekends/statutory holidays between late June to mid August and averages 4 - 5 trips/day.	50.0	50.0	
Jan 27th	3	Community Services	Recreation and Culture	Close one community aquatic facility Jan. 1 - Dec. 31/21.	10.5	Non-affiliate 8.52 FTE and 2 CUPE	226.8		226.8	Council approved deferred reopening of Volunteer Pool November 2020. This item assumes Churchill Pool closes March 1 - Dec 31/21 and Volunteer Pool reopens March 1/21. Volunteer Pool/Community Centre supports Playground Program and various community organizations. The closure of Churchill will facilitate the completion of planned renewal projects. Total annual bather visits (2019): 45,000 Churchill; 65,000 Volunteer Pool. (Capacity would be restricted due to COVID-19.) Loss of access to Churchill Pool could be partially mitigated through reopening of seasonal aquatic operations (Art Widnall, Heath outdoor pools and Sandy Beach).	226.8	226.8	
	TOTAL						1,515.6	1,048.0	2,563.6		1,988.7	2,563.6	-

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							Operating	Capital	Total				
										2021 COVID pressures	4,491.5	4,491.5	4,491.5
										Less: Option Savings from above	1,988.7	2,563.6	-
										Balance remaining to be funded from Stabilization Reserve Fund	2,502.8	1,927.9	4,491.5