



# **AGENDA MATERIAL**

## **COMMITTEE OF THE WHOLE**

**MEETING DATE:** MONDAY, DECEMBER 2, 2019

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

**TIME:** 6:30 PM



**MEETING:** Committee of the Whole

**DATE:** December 2, 2019

*Reference No. COW - 1/51*

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

Committee of the Whole - Closed Session

Chair: Councillor T. Giertuga

Closed Session Agenda Items for December 2, 2019 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**

Confirmation of Agenda - December 2, 2019 - Committee of the Whole **(Page 7)**

With respect to the December 2, 2019 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

***PRESENTATIONS***

**Tourism Thunder Bay**

Memorandum from Mr. T. Douglas Murray, CEO - Thunder Bay CEDC, dated October 7, 2019, requesting to provide City Council an update relative to the above noted. **(Pages 8 – 9)**

## ***REPORTS OF COMMITTEES***

### **Clean, Green & Beautiful Committee Minutes**

Minutes of Meeting No. 5-2019 of the Clean, Green and Beautiful Committee held on June 19, 2019 for information. **(Pages 10 - 13)**

### **Parking Authority Board Minutes**

Minutes of Meeting No. 9-2019 of the Parking Authority Board held on September 10, 2019 for information. **(Pages 14 – 16)**

## ***REPORTS OF MUNICIPAL OFFICERS***

### **Thunder Bay Wayfinding Implementation Report**

Report No. R 176/2019 (Infrastructure & Operations - Engineering & Operations) recommending that City Council approve the Thunder Bay Wayfinding Implementation Plan as outlined in this Report. **(Pages 17 – 20)**

Pending the passage of the resolution at the Committee of the Whole meeting, the resolution will be presented for ratification at the City Council meeting to be held later in the evening and will require a two-thirds vote.

With respect to Report No. R 176/2019 (Infrastructure & Operations - Engineering & Operations), we recommend that City Council approve the Thunder Bay Wayfinding Implementation Plan as outlined in this Report;

AND THAT Administration begin the implementation of the Downtown Core Wayfinding Sign Placement Plan as outlined in this report utilizing existing budgets;

AND THAT implementation of future stages of the Wayfinding Sign Placement Plan be proposed in future capital budgets.

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

## ***FIRST REPORTS***

### **City of Thunder Bay Program and Service Review – Phase One Interim Report**

Report No. R 181/2019 (City Manager's Office) relative to the Phase One Interim Report on the City Program and Service Review. **(Pages 21 – 24)**

Memorandum from Mr. N. Gale, City Manager, dated November 13, 2019, requesting to provide City Council a presentation relative to the above noted.

This report is being introduced as a 'first report' to allow Committee of the Whole and the general public time to consider the implications of the report before the following recommendations are considered by Committee of the Whole on December 16, 2019.

### **Receive Report No. R 181/2019 as a First Report**

Recommendation to received Report R 181/2019 as a First Report. **(Page 25)**

With respect to Report R 181/2019 (City Manager's Office), we recommend that the Report be received;

AND THAT Report R 181/2019 (City Manager's Office) be presented at the December 16, 2019 Committee of the Whole meeting for consideration.

### ***PETITIONS AND COMMUNICATIONS***

#### **Disaster Mitigation Adaptation Fund - Appropriation 21**

Memorandum from Mr. C. Campbell, Manager - Central Support, dated November 21, 2019, relative to the above noted, for information. **(Pages 26 – 28)**

#### **Carrick Street Bridge Update**

Memorandum from Ms. K. Dixon, Director - Engineering and Operations, dated November 21, 2019, relative to the above noted, for information. **(Pages 29 - 31)**

#### **Scheduling – Designated Truck Route By-law**

Memorandum from Ms. K. Power, City Clerk, dated November 25, 2019, relative to the above noted, for information. **(Pages 32 – 33)**

#### **Authorization to Amend By-law BL 25/2017 Appointing a Deputy City Treasurer**

Memorandum from Mr. N. Gale, City Manager, dated November 19, 2019, containing a motion relative to the above noted. **(Pages 34 – 35)**



With respect to the memorandum from Mr. N. Gale, City Manager, dated November 19, 2019, we recommend that Section 4, 5, and 6 of By-law BL 25/2017 appointing Linda Evans as City Treasurer of The Corporation of the City of Thunder Bay remains in effect;

AND THAT the necessary by-law be presented to Council for ratification.

### **Engagement with Outside Boards – 2020 Budget**

At the September 9, 2019 Committee of the Whole, a resolution was passed directing Administration to increase engagement efforts with the Lakehead Region Conservation Authority (LRCA), Thunder Bay District Social Services Administration Board (TBDSSAB), and the Board of Health to determine how levies to the City of Thunder Bay may be impacted by proposed potential cuts in provincial funding.

Memorandum from Mr. N. Gale, City Manager, dated November 21, 2019, relative to the above noted, for information. **(Pages 36 – 37)**

### **OPEN SESSION in the S.H. Blake Memorial Auditorium**

Committee of the Whole - Community Services Session

Chair: Councillor S. Ch'ng

### ***REPORTS OF COMMITTEES***

#### **Accessibility Advisory Committee Minutes**

Minutes of meeting No. 07-2019 of the Accessibility Advisory Committee held on September 12, 2019, for information. **(Pages 38 – 43)**

#### **Multi-Use Indoor Sports Facility Committee Minutes**

Minutes of Meeting No. 05-2019 of the Multi-Use Indoor Sports Facility Committee held on October 9, 2019, for information. **(Pages 44 – 47)**

#### **Sister Cities Advisory Committee Minutes**

Minutes of Meeting Nos. 07-2019 and 08-2019 held on August 7, 2019 and September 4, 2019, respectively, for information. **(Pages 48 – 56)**

## ***REPORTS OF MUNICIPAL OFFICERS***

### **2020 Corporate Energy Management Update**

Report No. R 165/2019 (Community Services - Asset Management) providing Council with an overview of the changes within the energy sector that will have a direct impact on the 2020 energy budget, providing the annual update for the Corporate Energy Management Plan and providing a forecast for future energy initiatives within the Corporate portfolio, for information. **(Pages 57 – 78)**

Memorandum from Ms. V. DeGiacomo-Zwares, Energy Analyst, dated November 6, 2019, requesting to provide City Council a presentation relative to the above noted. **(Distributed Separately)**

## ***PETITIONS AND COMMUNICATIONS***

### **Indoor Arenas - Operating Costs**

Memorandum from Mr. B. Cline, Acting Manager - Central Support Services, dated November 13, 2019, relative to the above noted, for information. **(Pages 79 – 80)**

### **James Whalen Tug and Brill Buses**

Memorandum from Mayor B. Mauro, dated November 20, 2019, containing a motion relative to the above noted. **(Pages 81 – 82)**

With respect to the Brill Buses, we recommend that administration provide Council with a report addressing the City's capacity to lease space that would accommodate the needs of the Lakehead Transportation Museum Society to store and display the buses;

AND THAT Administration also report on the request to transfer ownership of the James Whalen Tug to the Lakehead Transportation Museum Society;

AND THAT this information is received on or before March 30, 2020;

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

### **Free Menstrual Products at City Facilities**

Memorandum from Councillor S. Ch'ng, dated November 6, 2019, containing a motion relative to the above noted. **(Pages 83 – 84)**

With respect to the introduction of free menstrual products (pads and tampons) in all public-facing municipally-run facilities, we recommend that Administration report back to Council outlining options and costs for a pilot project that would offer menstrual products in recreation centres and library locations;

AND THAT the evaluation of the pilot project also includes qualitative data from people using the products;

AND THAT the results of the pilot project inform the feasibility of expanding the provision of free menstrual products in all public-facing municipal buildings;

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

### **Non-Business Meeting Scheduling**

Memorandum from Mr. N. Gale, City Manager, dated November 22, 2019 containing a motion relative to the above noted. **(Pages 85 – 86)**

With respect to the establishment of a Non-Business meeting, we recommend that a meeting be scheduled on or before December 16, 2019 to discuss issues relating to community safety, substance abuse and homelessness;

AND THAT the Office of the City Clerk be tasked with canvassing Members of Council to determine their availability;

AND THAT the City Manager ensure that appropriate resources from Administration participate in the meeting;

AND THAT the Medical Officer of Health and Chief of Thunder Bay Police Service be invited to attend;

AND THAT Council receive information at the Non-Business meeting from Administration and community organizations relative to on-going initiatives and strategies;

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

### ***NEW BUSINESS***

### ***ADJOURNMENT***

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***MEETING DATE***      12/02/2019 (mm/dd/yyyy)

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***SUBJECT***              Confirmation of Agenda

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***SUMMARY***

Confirmation of Agenda - December 2, 2019 - Committee of the Whole

***RECOMMENDATION***

With respect to the December 2, 2019 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

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***MEETING DATE***      12/02/2019 (mm/dd/yyyy)

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***SUBJECT***              Tourism Thunder Bay

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***SUMMARY***

Memorandum from Mr. T. Douglas Murray, CEO - Thunder Bay CEDC, dated October 7, 2019, requesting to provide City Council an update relative to the above noted.

***ATTACHMENTS***

1. Memorandum - T. Douglas Murray CEDC - Tourism Thunder Bay

# Memo

**To:** Krista Power, City Clerk

**From:** Mr. T. Douglas Murray, CEO of Thunder Bay CEDC

**Date:** October 7<sup>th</sup>, 2019

**Re:** The Thunder Bay Community Economic Development Commission (CEDC) presentation to Council on Tourism Thunder Bay

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Please accept this memo requesting an opportunity to provide a presentation relative to the Thunder Bay Community Economic Development Commission (CEDC), Tourism Thunder Bay up-date for 2019 at the December 2<sup>nd</sup>, 2019 Committee of the Whole meeting.



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**MEETING DATE**     12/02/2019 (mm/dd/yyyy)

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**SUBJECT**             Clean, Green & Beautiful Committee Minutes

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***SUMMARY***

Minutes of Meeting No. 5-2019 of the Clean, Green and Beautiful Committee held on June 19, 2019 for information.

***ATTACHMENTS***

1. Minutes - Clean, Green & Beautiful Minutes - June 19, 2019

**DATE:** JUNE 19, 2019

**MEETING NO. 05-2019**

**TIME:** 10:00 A.M.

**PLACE:** MCNAUGHTON ROOM, 3<sup>RD</sup> FLOOR, CITY HALL

**CHAIR:** COUNCILLOR R. JOHNSON

**PRESENT:**

Councillor R. Johnson, *City Council*  
Ms. B. Baker, *Local Artist*  
Ms. S. Costigan, *EcoSuperior*  
Ms. S. Godwin, *Thunder Bay Art Gallery*  
Mr. D. Hansen, *Public Art Committee*  
Mr. S. Margarit – *Large Industrial Representative*  
Ms. D. Pallen, *Heritage Advisory Committee*  
Ms. P. Caland, *Ministry of Tourism, Culture & Sport*  
Mr. K. Jessiman, *Small Business Representation*

**OFFICIALS:**

Ms. K. Hell, Administrative Assistant –  
Corporate Strategic Services

**GUESTS**

Ms. B. McNulty, former CGB Member

1. **WELCOME & DISCLOSURES OF INTEREST**

The Chair, Councillor R. Johnson, called the meeting to order at 10:00 am. There were no disclosures of interest declared at this time.

2. **AGENDA APPROVAL**

It was the consensus of the Committee that the agenda for Meeting No. 05-2019 of the Clean, Green & Beautiful Committee, held on June 19, 2019, including any additional information and new business, be confirmed.

3. **MINUTES OF PREVIOUS MEETING**

It was consensus of the Committee to confirm the Minutes of Meeting No. 04-2019 held on May 15, 2019.

4. **HIGH SCHOOL BUS TOUR**

The Clean, Green & Beautiful Committee participated in a High School bus tour to six High Schools, Westgate, St. Patrick's, Dennis Franklin Cromarty, Hammar skjold, Superior and St.



Ignatius. We viewed the Clean, Green & Beautiful Projects from each destination from 2016, 2017, 2018 and 2019. Seeing the projects in person and how well the students utilized their grant money confirmed that it is a positive entity of the Clean, Green & Beautiful Committee. The list of the projects is attached (**Page 3**).

A collage of the photos taken at each school with a brief description will be added to the Clean, Green & Beautiful Committee website.

5. NEXT MEETING

Committee meetings are held on the 3<sup>rd</sup> Wednesday of each month, except July and August, from 10:00 a.m. until 12:00 p.m. in the McNaughton Room, 3<sup>rd</sup> Floor of City Hall, unless otherwise notified.

- Wednesday, September 18, 2019
- Wednesday, October 16, 2019
- Wednesday, November 20, 2019
- Wednesday, December 18, 2019

6. ADJOURNMENT

The meeting adjourned at 1 pm.

## CLEAN, GREEN & BEAUTIFUL SCHOOL TOUR – Wednesday, June 19, 2019

SCHOOL	TIME	TEACHER	PROJECTS TO VIEW
Westgate	10 am		Park personal car – tour begins
Westgate	10:00	Blaine Hill	2019 – flower box
		Coral Szyszka	2018 – student bike rack
		Tom Charlton	2017 – garden box with seating area
		Nick Sacevich	2016 - shed
St. Patrick	10:15	Steve Diana	2019 – music wall mosaic
		Karen Cameron Powell	2018 – expand school garden, tools, storage container
			2017 -
		Hannah Karpiuk	2016 – medicine wheel table
Dennis Franklin Cromarty	10:40	Sean Spenrath	2019 – fire pit in spiritual garden
			2018 – 3 water bottle filling stations
			2017 – outdoor study area
		Greg Chomut	2016 – stairway mural
Hammaraskjold	11:10	Bram Kamerman	2019 - Outdoor learning and wild life pollinator habitat
		Heather Foster	2018 – expand on school garden, frame in, tools
			2017 – bus loading area
			2016 – bicycle locker
ESC de La Verendrye	11:35	Gaetan Ayotte	2019 -
			2018 – school garden and yard greening project
			2017 - orchard, rain barrels, tomato cages, tarps
			2016 – harvest
Superior	12:10	Kristine Hilden	2019 -
			2018 – benches and trellis
			2017 – wellness garden
			2016 – picnic tables
St. Ignatius <i>Meeting with Media</i>	12:35	Shelley Colistro	2019 – school garden – seating, pollinators
		Jean Hall-Armstrong	2018 – school garden – classroom space seating
			2017 – school garden and pollinator
			2016 – pollinator, rain garden
Return to Westgate	1:00		Brown Bag Lunch on bus End of tour

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***MEETING DATE***      12/02/2019 (mm/dd/yyyy)

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***SUBJECT***              Parking Authority Board Minutes

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***SUMMARY***

Minutes of Meeting No. 9-2019 of the Parking Authority Board held on September 10, 2019 for information.

***ATTACHMENTS***

1. Minutes - Parking Authority - September 10, 2019

## **Minutes of Meeting**

### **Parking Authority Board**

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**MEETING #:** 09  
**DATE:** September 10, 2019  
**TIME:** 11:00 AM  
**PLACE:** Loch Lomond Boardroom  
**CHAIR:** Frances Larizza, Member

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**ATTENDEES:** Chris Krumpholz, Member  
Jonathan Paske, Supervisor – Parking Authority  
Kara Pratt – Waterfront BIA Representative  
Doug Vincent, Manager – Licensing & Enforcement  
**REGRETS:** Brian Hamilton, Member  
Mark Smith, GM – Development & Emergency Services

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#### **1. Confirmation of Agenda**

Moved by Chris Krumpholz, seconded by Frances Larizza.

“With respect to the September 10, 2019 Parking Authority Board meeting, it is recommended that the agenda as printed, including any additional information and new business, be confirmed.”

CARRIED

#### **2. Minutes of August 13, 2019 Meeting**

Moved by Chris Krumpholz, seconded by Frances Larizza.

“That the minutes of the Parking Authority Board meeting held August 13, 2019 be approved.”

CARRIED

#### **3. Outstanding Items**

Members were informed the submissions for the RFP for Parking Management Solutions (mobile parking purchase, ticket management system, and online payments) have been evaluated. Information and input on the submissions are now being gathered from other City departments. Product demonstrations from acceptable submissions are to be scheduled and evaluated.

The 2019 Waterfront and Victoriaville parkade upgrade projects are in progress.

The Victoriaville parkade condition survey is in progress.

The Brodie & Arthur St. parking lot resurfacing and landscaping is complete.

**4. Financial Statement**

There were no concerns with the current financial statement.

**5. 2020 Proposed Operating Budget**

Members were provided information on the 2020 proposed operating budget. There is no significant change in expected expenses from 2019 and a 4.5% expected increase in revenues. It was noted that expected interdepartmental expenses decreased 3.6% from 2019. Overall, Parking Authority expects a budget surplus of approximately \$66,500 to be added to the reserve fund at year-end 2020. These figures are not final and there will likely be minor changes made during the budget review process.

**6. New Business**

Members suggested identification signage for municipal parking lots. Parking Authority will investigate and bring information to a future meeting. This will be incorporated with signage installed with the introduction of the mobile parking purchase app.

**7. Next Meeting**

The next meeting will be November 4, 2019 at 11:00.

**8. Adjournment**

Moved by Chris Krumholz, seconded by Frances Larizza.

“That the September 10, 2019 Parking Authority Board meeting be adjourned.”

CARRIED

Meeting adjourned at 11:35 AM.

# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	Infrastructure & Operations - Engineering & Operations	<b>REPORT NO.</b>	R 176/2019
<b>DATE PREPARED</b>	11/11/2019	<b>FILE NO.</b>	
<b>MEETING DATE</b>	12/02/2019 (mm/dd/yyyy)		
<b>SUBJECT</b>	Thunder Bay Wayfinding Implementation Plan		

## **RECOMMENDATION**

With respect to Report No. R 176/2019 (Infrastructure & Operations - Engineering & Operations), we recommend that City Council approve the Thunder Bay Wayfinding Implementation Plan as outlined in this Report;

AND THAT Administration begin the implementation of the Downtown Core Wayfinding Sign Placement Plan as outlined in this report utilizing existing budgets;

AND THAT implementation of future stages of the Wayfinding Sign Placement Plan be proposed in future capital budgets.

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

## **LINK TO STRATEGIC PLAN**

The Wayfinding Implementation Plan supports the Vision “to work together for a clean, green and beautiful Thunder Bay” of the City’s Draft Corporate Strategic Plan (2019-2022).

It also supports the Renew Strategy, Action #2: “Revitalize the downtown cores in partnership with the Business Improvement Areas...”, Action #4: “Focus our beautification efforts to make significant progress on implementing the Image Route Plan.” and Action #5: “Promote – inside and outside Thunder Bay – our many attractions, parks, facilities and services and innovative product development to encourage use.”

## **EXECUTIVE SUMMARY**

The Thunder Bay Wayfinding Implementation Plan builds on the 2018 Thunder Bay Pedestrian and Cyclist Wayfinding Plan and the 2015 Automobile Wayfinding Plan to provide guidance on beginning the process of building out the city-wide wayfinding system.

The Implementation Plan has refined and detailed the bicycle and pedestrian wayfinding design intent to provide the information required for sign fabrication and installation. This includes proposed revisions to the vehicular wayfinding sign family to integrate it with the Pedestrian and Cyclist Wayfinding Plan to create one seamless wayfinding sign family.

The Implementation Plan includes a placement plan with sign locations and content, a cost estimate for implementation with prioritization suggestions for phased implementation. The first stage recommended is to focus on the Downtown Core areas and utilize the current available budget of \$175,000. Implementation would then build out from the core areas and be included in capital reconstruction projects and new facilities and infrastructure.

## ***DISCUSSION***

### Integration of the Automobile and Pedestrian and Cyclist Wayfinding Plans

In the development of the Wayfinding Implementation Plan it was recognized that to create a more cohesive wayfinding experience across the entire multi-modal transportation network it was necessary to better integrate the 2015 Automobile Wayfinding Plan with the 2018 Pedestrian and Cyclist Wayfinding Plan. This was primarily accomplished by melding the sign families of both plans to create a unified image. As the look and feel of the sign family for the Pedestrian and Cyclist Wayfinding Plan with its distinctive outline of the Sleeping Giant, as portrayed by an indigenous artist, was guided by extensive public and indigenous engagement, it was selected to be utilized for all wayfinding signage. The Automobile Wayfinding Plan on the other hand clearly identified and celebrated distinct districts within the City and this ordering principal was brought into the revised sign family. The Current River Greenway, the Waterfront District, the Intercity District and Fort William District are identified with a unique header colour, while all other areas of the city utilize the standard colour developed in the Pedestrian and Cyclist Wayfinding Plan.

### Sign Design and Placement Plan

The Wayfinding Implementation Plan presents the final designs for the 'Sign Family'. The development of the sign family enables a clear hierarchy of signs for different placement situations that have a seamless and consistent design that is both aesthetically-pleasing and recognizable. The new revised sign family includes wayfinding signs for all users at all scales ranging from simple trail markers, to directional signs, to map kiosks and destination and facility identification.

The Wayfinding Implementation Plan focuses on sign placement for the north and south core areas and adjacent neighbourhoods. The plan indicates the location, mode and direction of travel, sign type, content and any enhanced style to be used.

This Wayfinding Implementation Plan does not include a sign placement plan for those areas outside of the core areas and adjacent neighbourhoods. This will need to be developed as opportunity or new development arises following the principles outlined in the Plan. The 2015

Automobile Wayfinding Plan included a City wide Sign Placement Plan for major identified routes of travel which can be followed for those areas outside of the core areas in the future.

### Cost and Prioritization

The Wayfinding Implementation Plan shows the approximate cost of \$620,000 to procure signs within the north and south core areas and the adjacent neighbourhoods. An additional 20% of the sign cost would be expected for installation resulting in a total cost of \$744,000. The approximate cost to fabricate signs for the north and south downtown cores areas only is \$337,000 of which \$214,000 is estimated for pedestrian and cyclist signs and \$123,000 is dedicated to vehicular signage.

The current confirmed budget of \$175,000 is composed of \$125,000 from the AMO Main Street Revitalization Initiative Funding and \$50,000 from existing city budgets. Thus funding to implement all the signs listed in the sign placement plan is not immediately available and must be undertaken in phases.

The Wayfinding Implementation Plan recommends the prioritization of signs for implementation as follows:

1. Bicycle and pedestrian signs located within the downtown core areas
2. Vehicle signs located within the downtown core areas
3. Bicycle and pedestrian signs located outside the downtown core areas
4. Vehicle signs located outside the downtown core areas

### Future Considerations

While implementing the Wayfinding Plan in the north and south downtown cores is recommended as the first priority, consideration must also be given to future infrastructure as developed or renewed. Including wayfinding in the design, budgeting and construction of future road and trail work, as well as at buildings and facilities as they are built, can be cost effective and ensures a consistent and cohesive image is developed incrementally over time without the need to undertake a larger wayfinding project to incorporate those facilities in the future.

### ***LINK TO EARTHCARE SUSTAINABILITY PLAN***

Mobility Thunder Bay is a working group of EarthCare Thunder Bay. Developing the Pedestrian and Cyclist Wayfinding Plan is a component of the EarthCare Sustainability Plan. Objective 'D' in Section 6.0 'Community Lifestyle', under 'Mobility' is to "Support and facilitate the development of a city-wide wayfinding system, including maps and signage for active transportation routes to key destinations".



### ***FINANCIAL IMPLICATION***

The installation of wayfinding signage in the downtown core areas will be installed up to the available budget of \$175,000. The estimated cost to procure and install all signs within the north and south core areas and the adjacent neighbourhoods is estimated at \$744,000. Future wayfinding implementation and funding to complete the core areas will be presented for Council approval through annual budget cycles.

### ***CONCLUSION***

It is concluded that City Council should adopt the Thunder Bay Wayfinding Implementation Plan. It is further concluded that Administration begin the implementation of the Downtown Core Wayfinding Sign Placement Plan utilizing existing budgets and that implementation of future stages of the Plan be proposed in future capital budgets.

### ***BACKGROUND***

Corporate Report No. 2010.039 (Engineering), Active Transportation Coordinator Year-end Report, Attachment 'E', presents short, medium, and long-term active transportation goals. Medium-term goals under 'Infrastructure Development', includes "Identify and address linkages gaps" and "Installation of wayfinding signage".

Corporate Report No. 173/2016 (City Manager's Office – Corporate Strategic Services), Wayfinding Plan, presented the Thunder Bay Wayfinding Plan. It presents a plan to improve automobile wayfinding. The Pedestrian and Cyclist Wayfinding Plan compliments this initiative.

Corporate Report No. R 157/2018 (Infrastructure & Operations – Engineering & Operations), Thunder Bay Pedestrian and Cyclist Wayfinding Plan.

### ***REFERENCE MATERIAL ATTACHED:***

Attachment A – Thunder Bay Wayfinding Implementation Plan **(Distributed Separately)**

***PREPARED BY:*** Werner Schwar, Supervisor – Parks & Open Space Planning

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	November 22, 2019

# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	City Manager's Office	<b>REPORT NO.</b>	R 181/2019
<b>DATE PREPARED</b>	11/25/2019	<b>FILE NO.</b>	
<b>MEETING DATE</b>	12/02/2019 (mm/dd/yyyy)		
<b>SUBJECT</b>	City of Thunder Bay Program and Service Review – Phase One Interim Report – First Report		

## **RECOMMENDATION**

With respect to Report No. R 181/2019 (City Manager's Office) we recommend that the Grant Thornton Phase One Interim Report (Attachment A) on the City Program and Service Review be received;

AND THAT Grant Thornton be directed to proceed with the Phase Two review of key areas as outlined in the Interim Report (Attachment A);

AND THAT the Interim Report be published to the Get Involved section of the City's website and be provided to the Ministry of Municipal Affairs and Housing Audit and Accountability Fund to seek reimbursement of costs eligible from the Province for municipal reviews;

AND THAT Report No. R 181/2019 (City Manager's Office) be presented at the December 16, 2019 Committee of the Whole meeting for consideration;

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

## **LINK TO STRATEGIC PLAN**

The proposed Strategic Plan for 2019-2022 includes a strategic priority related to a Program and Service Review in response to Council's desire for Council and the public to better understand the operations and services provided by the City.

## **EXECUTIVE SUMMARY**

Grant Thornton will present the results of its Phase One Interim Report on the City Program and Service Review at Committee of the Whole on December 2, 2019, and seeks direction to proceed with the Phase Two review of key areas. Report No. R 181/2019 (City Manager's Office) along with Attachment A City Program and Service Review, Phase One Interim Report, Grant Thornton will be represented at the December 16, 2019 meeting of Committee of the Whole.

Once approved by City Council, City Program and Service Review Phase Two is anticipated to be complete by June 2020.

## ***DISCUSSION***

Grant Thornton was selected to provide professional consulting services (Request for Proposal 34/2019) for a City Program and Services Review in two phases.

Phase One of the review, as well as reviewing at a high level all 146 programs and services, recommends key areas to review in Phase Two (See the Recommendations section in Attachment A).

Phase Two will be an in-depth review of the key areas with analysis of viable models and options.

## ***CONSULTATION***

The engagement process used by Grant Thornton is detailed in its Interim Phase One Report including internal and external surveys, public open houses at City Hall and information and updates on the Get Involved section of the City's website ([www.thunderbay.ca/getinvolved](http://www.thunderbay.ca/getinvolved)).

## ***FINANCIAL IMPLICATION***

The cost of the Program and Service Review is \$256,536 and submission will be made to the Ministry of Municipal Affairs and Housing Audit and Accountability Fund to seek reimbursement of eligible costs from the Province for municipal reviews.

## ***CONCLUSION***

It is concluded that Grant Thornton's Interim Phase One Report (Attachment A) be received at the December 2, 2019 Committee of the Whole meeting and distributed to the public for information. Following distribution of the Phase One Report, and approval by City Council, Grant Thornton be directed to proceed with the Phase Two review of key areas as outlined in the Interim Report (Attachment A).

## ***BACKGROUND***

On June 24, 2019, a resolution was passed at Committee of the Whole to award RFP 34/2019 – Professional Consulting Services: City Program and Services Review to Grant Thornton LLP, at a cost of \$256,536 plus HST.

On March 11, 2019 a motion was passed at Committee of the Whole and ratified by City Council that directed the City Manager to report back with options for various scopes on a proposed organizational review.

On January 14, 2019 Committee of the Whole received a City Services Profile to assist City Council in decision-making on the 2019 and as a first phase to discussion about the type of program review Council may select.

The last detailed Core Services Review conducted by the Corporation was undertaken in 1999 in response to financial challenges created by reductions in Provincial transfers. The consulting services for that review were provided internally by the former Management Studies section, which is no longer in place.

***REFERENCE MATERIAL ATTACHED:***

Attachment A – City Program and Service Review, Phase One Interim Report, Grant Thornton, December 2, 2019 (**Distributed Separately**)

***PREPARED BY: NORM GALE, CITYMANAGER***

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)  Norm Gale, City Manager	DATE:  November 25, 2019
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# Memorandum

*Office of the City Manager*

*Fax: 623-1164*

*Telephone: 625-2224*

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**TO:** Ms. K. Power, City Clerk

**FROM:** Mr. N. Gale, City Manager

**DATE:** November 13, 2019

**SUBJECT:** R 181/2019 City of Thunder Bay Program and Services Review – Phase One  
Committee of the Whole – December 2, 2019

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We request the opportunity for Grant Thornton to present its Phase One report on the Program and Services Review at Committee of the Whole on December 2, 2019.

Mr. N. Gale will introduce the presentation.

The presenters are as follows;

- Clemens Rettich, Senior Manager Business Consulting, Grant Thornton LLP
- Sanjay Desai, Partner, Advisory National Leader Business Consulting, Grant Thornton LLP

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**MEETING DATE** 12/02/2019 (mm/dd/yyyy)

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**SUBJECT** Receive Report No. R 181/2019 as a First Report

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***SUMMARY***

Recommendation to received Report R 181/2019 as a First Report.

***RECOMMENDATION***

With respect to Report R 181/2019 (City Manager's Office), we recommend that the Report be received;

AND THAT Report R 181/2019 (City Manager's Office) be presented at the December 16, 2019 Committee of the Whole meeting for consideration.

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***MEETING DATE***      12/02/2019 (mm/dd/yyyy)

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***SUBJECT***              Disaster Mitigation Adaptation Fund - Appropriation 21

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***SUMMARY***

Memorandum from Mr. C. Campbell, Manager - Central Support, dated November 21, 2019, relative to the above noted.

***ATTACHMENTS***

1. Attachment A - Memorandum - C. Campbell - DMAF
2. Attachment B - Appropriation 21

**Infrastructure &  
Operations**

111 Syndicate Ave. S.  
Thunder Bay, ON P7C 5K4  
Phone 807-625-2266  
Fax 807-625-3588

## MEMORANDUM

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**TO:** Members of City Council

**FROM:** Charles Campbell, CPA, CGA, MPA  
Manager, Central Support Division

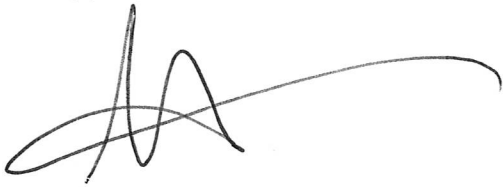
**DATE:** November 20, 2019

**SUBJECT:** Appropriation 21

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With the approval of Disaster Mitigation Adaptation Fund (DMAF) monies, a number of planned Capital projects will be funded from different programs than initially budgeted. Please find attached Appropriation 21, reallocating between DMAF and Federal Gas Tax (FGT) funds.

Appropriating these funds follow the Provincial and Federal DMAF funding policies. No project has been cancelled, received new funding, nor has the scope of work changed as a result of this appropriation.

A handwritten signature in black ink, appearing to be 'Charles Campbell', with a long, sweeping horizontal stroke extending to the right.

Charles Campbell, CPA, CGA, MPA  
Manager, Central Support Division



DEPARTMENT:  
Infrastructure & Operations

REQUEST FOR APPROPRIATION CHANGE

21

DIVISION:  
Engineering/Parks

REQUEST FOR ADDITIONAL APPROPRIATION

X

APPROP NO.

WBS ELEMENT	DESCRIPTION	BUDGET AVAILABLE	INCREASE	DECREASE	ADMIN USE	
					IM Position	Fund Code
IOT-ENV-180001-ST-07-2	Empress Ave	779,953		393,271	5.3	30
IOT-RDS-180003-AR-07-3	Blucher Ave	-	257,965		5.5.2	30
IOT-RDS-180003-AR-08-3	Victoria Ave	-	135,306		5.5.2	30
IOT-RDS-180003-AR-07-2	Blucher Ave	325,000		319,753	5.5.2	113
IOT-RDS-180003-AR-08-2	Victoria Ave	598,257		135,306	5.5.2	113
IOT-ENV-180001-ST-07-3	Empress Ave	-	455,059		5.3	113
IOT-ENV-180001-ST-03-2	Low Impact Development	400,000		400,000	5.3	30
IOT-ENG-190001-PF-06-2	Storm Water Structures	1,500,000		1,500,000	5.2	30
IOT-ENV-190001-ST-10-2	Design/Permitting - Stormwater	671,600		671,600	5.3	30
IOT-RDS-190001-BR-02-2	Boulevard Lake Dam	246,899		246,899	5.5.1	30
IOT-ENV-180001-ST-03-3	Low Impact Development		400,000		5.3	113
IOT-ENG-190001-PF-06-3	Storm Water Structures	-	1,500,000		5.2	113
IOT-ENV-190001-ST-10-3	Design/Permitting - Stormwater		671,600		5.3	113
IOT-RDS-190001-BR-02-5	Boulevard Lake Dam	-	246,899		5.5.1	113
IOT-RDS-190003-AR-07-2	Donald Street	590,000		590,000	5.5.2	113
IOT-RDS-190003-AR-09-2	James Street	550,000		550,000	5.5.2	113
IOT-RDS-190003-AR-10-2	Hinton Ave	260,000		260,000	5.5.2	113
IOT-RDS-190003-AR-11-2	Mary Street	320,000		320,000	5.5.2	113
IOT-RDS-190003-AR-14-2	Dawson Road	710,000		698,499	5.5.2	113
IOT-RDS-190003-AR-15-2	Victoria Ave - Lillie to Edward	450,000		400,000	5.5.2	113
IOT-RDS-190003-AR-07-4	Donald Street	-	590,000		5.5.2	30
IOT-RDS-190003-AR-09-3	James Street	-	550,000		5.5.2	30
IOT-RDS-190003-AR-10-3	Hinton Ave	-	260,000		5.5.2	30
IOT-RDS-190003-AR-11-3	Mary Street	-	320,000		5.5.2	30
IOT-RDS-190003-AR-14-3	Dawson Road	-	698,499		5.5.2	30
IOT-RDS-190003-AR-15-3	Victoria Ave - Lillie to Edward	-	400,000		5.5.2	30
			6,485,328	6,485,328		

## EXPLANATIONS/REASONS:

Relocating FGT Funds to other Funding to ensure  
FGT is not used with DMAF Funding.

## EFFECT ON LEVEL OF SERVICE:

DECREASE

INCREASE

MAINTAINED

x

DATE:

RECOMMENDED/APPROVED

City Treasurer

City Manager

## COMMITTEE OF THE WHOLE

APPROVED

NOT APPROVED

DATE:

PREPARED BY: Kathy Learning  
REVIEWED BY: K. Marshall, GENERAL MANAGER  
Infrastructure & Operations

VERIFIED BY: Moira Gallagher  
FINANCE: Moira Gallagher, CPA, CMA  
Budget & Planning Accountant  
Corporate Services & Long Term Care Department

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***MEETING DATE***      12/02/2019 (mm/dd/yyyy)

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***SUBJECT***              Carrick Street Bridge Update

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***SUMMARY***

Memorandum from Ms. K. Dixon, Director - Engineering and Operations, dated November 21, 2019, relative to the above noted.

***ATTACHMENTS***

1. Memorandum - K. Dixon - Carrick Street Bridge

## Memorandum

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**TO:** Members of Council

**FROM:** Kayla Dixon, P. Eng., MBA  
Director of Engineering & Operations

**DATE:** November 21, 2019

**SUBJECT:** Vickers Carrick Multi-Use Trail Bridge Risks  
December 2, 2019 Committee of Whole Meeting

---

The purpose of this memorandum is to update Council on project risks identified during detailed design of the Vickers/Carrick Street Multi-Use Trail Bridge in 2020.

Council provided direction at the Committee of the Whole Meeting on July 22, 2019 to construct a multi-use trail bridge over the Neebing / McIntyre Floodway at Vickers/Carrick in 2020. This bridge will form a part of the Fort-to-Port cycling route between the south and north cores and the route is identified as a priority project in the Transportation Master Plan. Partial funding for this structure is available through the Ontario Municipal Commuter Cycling Fund and funds need to be spent by March 2021, requiring construction to be completed in 2020.

The proposed 2020 capital budget includes an allocation of approximately \$1.6 million to complete the work.

### **Proximity to Main Trunk Sewer**

During detailed design, project risks have been further assessed. Report 115/2019 identified a significant risk and potential conflict related to driving piles required for the bridge due to the close proximity of one of the City's main trunk sewers.

The City has an 84" diameter main trunk sanitary sewer located along the bank of the floodway near one of the bridge foundations. This sewer is large enough to walk through and carries sewage from approximately half of the City to the Water Pollution Control Plant. This sewer is a segmental concrete structure that was constructed in 1977. A condition assessment of this trunk sanitary sewer is scheduled to occur in the beginning of December.

Soils in the area of the proposed bridge are soft and will require the bridge abutments to be placed on deep foundations to bedrock. Construction of deep foundations result in vibrations and increases in soil and/or pore water pressure that could cause the sanitary trunk sewer to fail. Downstream sections of this sewer have been reinforced with steel ribbing because of this. The preliminary construction estimate included in the Municipal Class Environmental Assessment included drilled micro piles instead of conventional driven piles because of this, but after further assessment this method still poses a risk. Damage or disturbance to the trunk sewer could lead to potential expensive repairs and significant, extended service impacts due to the depth, size and

service area of the sewer. Considering the outcome of this risk, the probability of the risk must approach zero.

### **Extended Construction Schedule**

Construction may need to be carried out over two seasons, presenting a risk to applying available grant funding to this project. Foundation installation may be recommended to occur as a separate contract to be completed the first construction season to mitigate risk to the sewer and would include extensive monitoring and possible reinforcement of the trunk sewer. The bridge superstructure installation would occur the following construction season.

### **Project Costs**

Total costs for the project are expected to increase significantly to mitigate risks identified. Costs are being quantified.

### **Next Steps**

Engineering will assess mitigation measures as well as other types of structures that could be installed that would reduce the impact on the sanitary sewer that would allow for construction to be completed in 2020 and their associated costs.

Engineering will report back to Council in February 2020 with additional information including costs.

KD

cc: Krista Power – City Clerk  
Norm Gale – City Manager  
Kerri Marshall – General Manager – Infrastructure & Operations

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***MEETING DATE***      12/02/2019 (mm/dd/yyyy)

---

***SUBJECT***              Scheduling – Designated Truck Route By-law

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***SUMMARY***

Memorandum from Ms. K. Power, City Clerk, dated November 25, 2019, relative to the above noted, for information.

***ATTACHMENTS***

1. Memorandum - K. Power - Designated Truck Route Scheduling

# Memorandum

*Office of the City Clerk*

*Fax: 623-5468*

*Telephone: 625-2230*

---

**TO:** Members of Council

**FROM:** Krista Power, City Clerk

**DATE:** November 25, 2019

**SUBJECT:** **Committee of the Whole – December 2, 2019**  
**Scheduling - Designated Truck Route By-law**

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At the October 7, 2019 City Council meeting, Council deferred the presentation of the Designated Truck Route By-Law to a meeting on or before December 2, 2019.

Members of Council are currently being surveyed to determine the date in which the By-Law will be presented. It has been requested that all Members of Council advise as to their availability no later than November 27, 2019.

Following receipt of availability, the meeting date will be determined and shared with Council and the community. My office will advise on or before January 27, 2019 of the selected date for presentation.

cc:

Mr. N. Gale, City Manager  
Ms. K. Marshall, General Manager – Infrastructure & Operations  
Mr. M. Grimaldi, Solicitor – Legal Services  
Ms. K. Dixon, Director – Engineering & Operations

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**MEETING DATE** 12/02/2019 (mm/dd/yyyy)

---

**SUBJECT** Authorization to Amend By-law BL 25/2017 Appointing a Deputy City Treasurer

---

***SUMMARY***

Memorandum from Mr. N. Gale. City Manager, dated November 19, 2019, containing a motion relative to the above noted.

***RECOMMENDATION***

THAT Section 4, 5, and 6 of By-law BL 25/2017 appointing Linda Evans as City Treasurer of The Corporation of the City of Thunder Bay remains in effect.

AND THAT the necessary by-law be presented to Council for ratification.

***ATTACHMENTS***

1. Memorandum - N. Gale - Authorization to Amend By-law BL 25/2017

## *Memorandum*

**Date:** November 19, 2019  
**To:** City Council  
**From:** Norm Gale, City Manager  
**Subject:** Amend By-law 25/2017 appointing a Deputy City Treasurer  
for The City of Thunder Bay

---

The purpose of this Report is to recommend that Council amend By-law 25/2017 to repeal Rob Colquhoun as Deputy City Treasurer effective November 19, 2019.

By-law 25/2017 appointed Rob Colquhoun as Deputy City Treasurer effective March 6, 2017. Mr. Colquhoun has since retired from the Corporation.

It is deemed necessary to amend By-law BL 25/2017.

THAT Section 4, 5, and 6 of By-law BL 25/2017 appointing Linda Evans as City Treasurer of The Corporation of the City of Thunder Bay remains in effect.

AND THAT the necessary by-law be presented to Council for ratification.



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**MEETING DATE** 12/02/2019 (mm/dd/yyyy)

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**SUBJECT** Engagement with Outside Boards – 2020 Budget

---

***SUMMARY***

At the September 9, 2019 Committee of the Whole, a memorandum from Mayor B. Mauro was presented. A resolution was passed, directing Administration to increase engagement efforts with the Lakehead Region Conservation Authority (LRCA), Thunder Bay District Social Services Administration Board (TBDSSAB), and the Board of Health to determine how levies to the City of Thunder Bay may be impacted by proposed potential cuts in provincial funding.

Memorandum from Mr. N. Gale, City Manager, dated November 21, 2019, relative to the above noted.

***ATTACHMENTS***

1. Memorandum - N. Gale - Engagement with Outside Boards

***MEMORANDUM***

---

**TO:** Members of City Council

**CC:** Linda Evans, City Treasurer

**FROM:** Norm Gale, City Manager

**DATE:** November 21, 2019

**SUBJECT:** Resolution: Engagement with Outside Boards

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In accordance with the subject resolution, I reached out to engage with the CEOs of the Thunder Bay District Health Unit (TBDHU), the Lakehead Region Conservation Authority (LRCA), and the Thunder Bay District Social Services Administration Board (TBDSSAB). This is part of the usual practice of work amongst these entities including the City of Thunder Bay. Members of our finance team did, as per usual practice, work with these outside boards as well.

At the time of this writing, I can advise that:

on November 20, 2019, the **Thunder Bay District Board of Health** (TBDHU) approved a 10% increase to the 2020 municipal levy; this means an estimated increase of 10%, or \$232,100 to the City of Thunder Bay. The net impact to the proposed 2020 municipal tax levy is an increase of 0.12%;

the **LRCA** Board has approved an increase of 0.3% to the 2020 municipal tax levy. This means an increase of 0.8%, or \$12,200 to the City of Thunder Bay. The net impact to the proposed 2020 municipal tax levy is an increase of 0.01%; and

Administration of the **TBDSSAB** is proposing a 1% increase to the municipal levy. This budget proposal will be debated and finalized on December 12, 2019. Even though the levy is increasing for 2020, the City of Thunder Bay is estimating an overall decrease to the proposed 2020 municipal tax levy of 0.35%. This is a result of a lower than budgeted levy in 2019 of \$870,200 offset by the 2020 estimated increase of \$199,900.

Council is reminded that these Boards levy the City of Thunder Bay, and the City is one of 15 municipalities that are levied (excepting LRCA, where there are eight (8) municipalities). Any influence the City has on these budgets is exerted by the respective board members. The City cannot contest these levies.

The respective CEOs and I enjoyed frank discussions about our shared financial circumstances and I thank the respective CEOs and their teams for working with me and our team. As indicated at Committee of the Whole (October 19, 2019), we enjoy a collaborative and transparent (as legislation allows) relationship and I am grateful for this.

---

***MEETING DATE***     12/02/2019 (mm/dd/yyyy)

---

***SUBJECT***             Accessibility Advisory Committee Minutes

---

***SUMMARY***

Minutes of meeting No. 07-2019 of the Accessibility Advisory Committee held on September 12, 2019, for information.

***ATTACHMENTS***

1. Minutes – Accessibility Advisory Committee – September 12, 2019

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## ACCESSIBILITY ADVISORY COMMITTEE

Meeting No. 07-2019

Date: Thursday, September 12, 2019

Time: 1:35 P.M.

Location: West Thunder Community Centre

915 Edward Street S., Thunder Bay

### MEMBERS

Mr. T. Brownlee  
Mr. K. Crites  
Mr. J.P. Gamache  
Mr. J. Gobeil  
Ms. D. Hamilton  
Ms. T. Lennox  
Mr. M. Rubenick  
Ms. T. Soderberg  
Mr. B. Spare  
Mr. J.R. Wheeler

### SECTOR REPRESENTATIVE

Caregiver to a Person with a Disability  
Mental Health Representative  
Mobility Disability Representative  
Citizen Representative  
Speech Impairment Representative  
Learning Disability Representative  
Senior with a Disability Representative  
Visually Impaired or Blind Representative  
Hard of Hearing/Late Deafened Representative  
Brain Injury Representative

### OFFICIALS

Ms. K. Power	City Clerk
Ms. D. Earle	Deputy City Clerk
Mr. S. Garner	Municipal Accessibility Specialist
Ms. F. Track	Committee Coordinator

### RESOURCES

Mr. B. Maxwell	Inclusion Services
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### GUESTS

Ms. K. Bonazzo	Staffing & Development Consultant
Mr. G. Mason	Planner II – Development & Emergency Services

### AGENDA

#### 1. WELCOME AND INTRODUCTIONS

The Chair called the meeting to order and a roundtable of introductions followed.

2. COMMUNICATION PROCESS

The Chair explained the communication process and Mr. B. Spare agreed to keep the speaker's list.

3. AGENDA APPROVAL

MOVED BY: Mr. J.P. Gamache

SECONDED BY: Ms. T. Lennox

With respect to the September 12, 2019 meeting of the Accessibility Advisory Committee, we recommend that the Agenda as printed, including any additional information and new business, be confirmed.

CARRIED

4. PRESENTATIONS

4.1 Human Resources Employment Recruitment Plan

Ms. K. Bonazzo, Staffing & Development Consultant - Human Resources & Corporate Safety Division, provided a presentation relative to the above noted.

Document entitled "Human Resources Employment Recruitment Plan – Discussion Questions" was provided for information with the agenda on September 12, 2019.

Discussion was held relative to the above noted.

Responses to the Human Resources Employment Recruitment Plan – Discussion Questions:

Question 1

- Liaise with service agencies to develop recruitment plans
- Develop a mentor program or apprenticeship program
- Utilize Social Media, provide service agencies with job postings, place signage on transit buses
- Flexible schedules

Question 2

- Provides experience
- Opportunity to see if the job is a good fit
- Opportunity to network and explore personal capabilities
- Skill development

Question 3

- Respect
- Answering machine messages – person leaving a message to ensure they are speaking clearly and recite the return phone number at least twice
- Demonstrate “person first attitude” to all staff
- Take time to answer inquiries to ensure understanding
- Individualize training specific to the person, some training can be provided to the masses but may need to be modified to suit an individual/ be flexible with training methods

4.2 Code of Conduct

Ms. K. Power, City Clerk, provided a presentation relative to the above noted.

The City of Thunder Bay has contracted the services of Mr. B. Tario, CFI Partner, Forensics and Litigation Support to act as the Integrity Commissioner.

Two Code of Conduct Training sessions have been scheduled for October 17, 2019. Invitations will be sent to members once the schedule is finalized.

4.3 City Hall Emergency Plan

Ms. K. Power, City Clerk, provided an overview relative to the above noted.

The AAC had expressed interest in utilizing City Hall as an occasional meeting location should the use of teleconference equipment be required.

It was the consensus of the committee to continue utilizing the 55+ Centre and West Thunder Community Centre as their primary meeting locations as they are more accessible and safer for evacuation purposes should an emergency arise.

5. MINUTES OF PREVIOUS MEETING

The Minutes of Meeting No. 06-2019 Accessibility Advisory Committee, held on June 13, 2019, to be confirmed.

MOVED BY: Mr. J.P. Gamache

SECONDED BY: Ms. T. Lennox

THAT the Minutes of Meeting No. 06-2019 of the Accessibility Advisory Committee, held on June 13, 2019 to be confirmed.

CARRIED

6. MULTI YEAR ACCESSIBILITY PLAN

Mr. S. Garner, Municipal Accessibility Specialist, provided an update relative to the above noted.

Quadrangle has completed the audit of all facilities and is currently preparing the report. Further information will be provided upon receipt of the above noted.

7. ROUNDTABLE OF ACCESSIBILITY ISSUES

Item deferred.

8. WORKING GROUP UPDATES

8.1 Built Environment

Item deferred

8.2 Built Environment - Boulevard Lake Dam Plan

Item deferred.

8.3 Public Art Committee

Mr. R. Wheeler provided an update relative to the above noted as it relates to the public art display entitled “Naturally Inflated”.

Despite the extensive effort that has gone into repairing/conserving these works, *Naturally Inflated* has continued to deteriorate structurally and poses significant public safety risk. As such, the works have been removed from Marina Park and are currently being stored in ‘as-is’ condition at a City of Thunder Bay administrative facility pending a final recommendation from the Public Art Committee regarding deaccession vs. repair.

8.4 Walkability Committee

Item deferred.

9. NEXT MEETING

The Accessibility Advisory Committee will meet on the 2<sup>nd</sup> Thursday of every month, except July, August and December, from 1:30 to 3:30 p.m., at the West Thunder Community Centre, 915 Edward Street South, Thunder Bay, unless otherwise notified.

- Thursday, November 14, 2019

10. ADJOURNMENT

The meeting adjourned at 3:30 p.m.



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***MEETING DATE***      12/02/2019 (mm/dd/yyyy)

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***SUBJECT***              Multi-Use Indoor Sports Facility Committee Minutes

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***SUMMARY***

Minutes of Meeting No. 5-2019 of the Multi-Use Indoor Sports Facility Committee held on October 9, 2019, for information.

***ATTACHMENTS***

1 Oct 9 minutes

DATE:                      WEDNESDAY, OCTOBER 9, 2019                      MEETING NO. 05-2019

TIME:                      5:35 P.M.

PLACE:                      MCNAUGHTON ROOM  
CITY HALL – 3<sup>RD</sup> FLOOR  
500 DONALD STREET EAST

CHAIR:                      MAYOR B. MAURO

**PRESENT:**

Mayor B. Mauro  
Councillor A. Aiello  
Councillor M. Bentz  
Councillor K. Oliver

**OFFICIALS:**

Mr. N. Gale, City Manager  
Ms. K. Power, City Clerk  
Ms. L. Lavoie, Committee Coordinator

**RESOURCE PERSONS:**

Ms. K. Robertson, General Manager – Community Services  
Ms. D. Paris, Director – Finance  
Mr. J. Howie, Policy Assistant to the Mayor

1.0    DISCLOSURES OF INTEREST

None.

2.0    AGENDA APPROVAL

MOVED BY:              Councillor K. Oliver  
SECONDED BY:        Councillor A. Aiello

With respect to the October 9, 2019 Multi-Use Indoor Sports Facility Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3.0    CONFIRMATION OF PREVIOUS MINUTES

The Minutes of the Multi-Use Indoor Sports Facility Committee Meetings No. 03-2019 and No. 4-2019 held on September 18, 2019 and October 2, 2019 to be confirmed.

MOVED BY:              Councillor M. Bentz  
SECONDED BY:        Councillor K. Oliver

THAT the Minutes of Meetings No. 03-2019 held on September 18, 2019 and No. 04-2019 held on October 2, 2019 be confirmed.

CARRIED

#### 4.0 POTENTIAL OPERATING MODELS

Memorandum from Ms. K. Robertson, General Manager – Community Services, dated October 8, 2019 containing a recommendation relative to potential operating models.

Document entitled Potential Operating Models – Proposed Multi-use Indoor Sports Facility, presented at the September 10, 2019 committee meeting, was represented for discussion.

Ms. K. Robertson informed the committee that one criterion for the ICIP application is a developed operational plan. The committee discussed two options: Third party operator or City operation with an advisory committee of user group members. Ms. K. Robertson noted that she expected little difference in expenses between City operated vs. Third party operated. A potential benefit of a third party operator may be to share project risk. Ms. K. Robertson advised that she has submitted an inquiry to ICIP regional coordinator to verify whether a potential private sector third party operator would deem their project as commercial and therefore ineligible under ICIP guidelines even in the instance that the projected facility finances are expected to result in a break even or small operating surplus. She recommended that Administration be directed to invite interested parties to submit expressions of interest regarding the operation of the proposed indoor facility, subject to a response from ICIP regional coordinator regarding project eligibility based on third party operator type.

The committee reviewed potential arrangements, as outlined in the document entitled Potential Operating Models – Proposed Multi-use Indoor Sports Facility. It was the consensus of committee to determine the arrangement after a third party operator is found.

The committee also reviewed key questions regarding procurement of third party operator. The Chair recommended that committee members email answers to the questions to Ms. K. Robertson. Ms. K. Robertson will send a follow up online survey to all City Council members in mid to late November; responses will help inform drafting of procurement document to solicit proposals from interested third parties.

Ms. K. Robertson noted that at the October 21, 2019 Committee of the Whole meeting, a report will be presented which seeks Council's direction on the ICIP application.

MOVED BY: Councillor M. Bentz

SECONDED BY: Councillor K. Oliver

With respect to the Operating Model for the proposed Multi-Use Indoor Sports Facility, we recommend that Administration invite third party operators to submit proposals;

AND THAT Administration report back on the product of that work to the Multi-Use Indoor Sports Facility Special Purpose Committee.

CARRIED

5.0 NEW BUSINESS

6.0 NEXT MEETING DATE

The next meeting is to be determined.

7.0 ADJOURNMENT

The meeting was adjourned at 6:40 p.m.

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***MEETING DATE***      12/02/2019 (mm/dd/yyyy)

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***SUBJECT***              Sister Cities Advisory Committee Minutes

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***SUMMARY***

Minutes of Meeting Nos. 07-2019 and 08-2019 held on August 7, 2019 and September 4, 2019, respectively, for information.

***ATTACHMENTS***

1. Minutes - Sister Cities Advisory Committee - August 7, 2019
2. Minutes - Sister Cities Advisory Committee - September 4, 2019

**DATE:** WEDNESDAY, AUGUST 7, 2019 **MEETING NO. 07-2019**  
**TIME:** 5:35 P.M.  
**PLACE:** MCNAUGHTON ROOM – CITY HALL  
**CHAIR:** MR. MATTHEW VILLELLA

**PRESENT:**

Mayor B. Mauro  
Councillor Cody Fraser  
Councillor Peng You  
Ms. Hiroko Bekki-Moller  
Mr. Andrew Garro  
Mr. Stephen Margarit  
Ms. Carol Pollard  
Mr. Matthew Villella  
Ms. Josie Virdiramo

**OFFICIALS:**

Ms. K. Power, City Clerk  
Mrs. Nyomie Korcheski, Committee Coordinator

1.0 DISCLOSURES OF INTEREST

2.0 AGENDA APPROVAL

It was the consensus of the Committee to add Consul-General of Japan under Liaison Update – Gifu City, Japan.

MOVED BY: Ms. Carol Pollard  
SECONDED BY: Mr. Andrew Garro

With respect to the August 7, 2019 Sister Cities Advisory Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3.0 MINUTES OF PREVIOUS MEETING

Information Session notes from June 5, 2019, for the Committee's information, was distributed separately on desks on August 7, 2019.

Minutes of Meeting No. 06-2019 of the Sister Cities Advisory Committee, held on July 3, 2019, to be confirmed.

MOVED BY: Councillor Cody Fraser  
SECONDED BY: Mr. Andrew Garro

THAT the Minutes of Meeting No. 06-2019 held on July 3, 2019, be confirmed.

CARRIED

#### 4.0 LIAISON UPDATES

##### 4.1 DULUTH, MN

###### International Day of Peace

Mr. Stephen Margarit noted that the September 21, 2019 event will be organized by the Fort William Rotary Club and that further information will be send to Committee as available.

It was also noted that a group of residents from Duluth may attend the event.

##### 4.2 GIFU CITY, JAPAN

###### ECE Teachers Exchange Program

Handout entitled "ECE Teachers Exchange Programme 2019 with Lakehead Public School" was distributed separately on desks on August 7, 2019.

It was noted that a follow up/debrief meeting will be set up relative to the exchange and that the local teachers will be invited to a fall meeting of the Committee relative to providing a brief presentation on their exchange to Gifu.

It was noted that a Sister School initiative is currently being explored between a school in Gifu and a school in Thunder Bay.

###### Artwork Exhibition

Ms. Hiroko Bekki-Moller noted that the exhibition has been postponed until the Fall of 2019.

###### Peace Bell Ceremony

Ms. Hiroko Bekki-Moller noted that the Peace Bell Ceremony was held on July 9, 2019 and was successful.

2019 Delegation to Thunder Bay

Ms. Krista Power advised Committee that the delegation from Gifu to Thunder Bay has been postponed due to a tragedy at a school in Gifu.

It was noted that there is potential that the delegation will visit Thunder Bay in October 2019.

Lakehead Japanese Cultural Association

Mr. Matthew Villella noted that he recently met with the President of the Lakehead Japanese Cultural Association. They are interested in more participation with respect to delegations in Thunder Bay from Gifu.

It was also noted that Mr. Matthew Villella will attend the next Association Board meeting in September and provide an update back to Committee.

Consul General of Japan (Toronto)

Ms. Krista Power noted that the Consul General of Japan from Toronto will visit Thunder Bay on September 26, 2019. Consul will meet with Mayor and also meet with determined representatives from other groups dependent upon their interests.

4.3 LITTLE CANADA, MN

Canadian Days 2019

Mr. Matthew Villella provided an update relative to firefighter delegation in Thunder Bay from Little Canada. It was noted that the delegation enjoyed their stay in Thunder Bay and were provided with networking opportunities.

Mr. Matthew Villella thanked Ms. Josie Virdiramo for her work planning and hosting the delegation.

Mr. Matthew Villella provided an update relative to recently attended Canadian Days in Little Canada.

It was noted that Councillor Peng You attended as Acting Mayor and Mr. Matthew Villella, Mr. Andrew Garro, and Ms. Carol Pollard also attended.

The event was successful and there the delegation encouraged residents to visit Thunder Bay to attend the 50<sup>th</sup> anniversary celebrations.

Ms. Carol Pollard noted that the delegation also participated in the back pack for children program.



Conversations with City Administrator – Mr. Chris Heineman

Mr. Matthew Villella noted that conversations continue on a monthly basis with Mr. Chris Heineman from Little Canada.

Discussion was held relative to partnerships/information sharing with Thunder Bay Community Economic Development and Tourism. It was noted that representatives from both will be invited to an upcoming Committee meeting.

4.4 SEINAJOKI, FINLAND

Ms. Krista Power noted that she will follow up with respect to staff exchanges.

It was noted that the delegation visit from Thunder Bay to Seinajoki will be moved to 2020.

4.5 JIAOZUO, CHINA

Councillor Peng You provided an update relative to the following:

High school exchange

It was noted that a high school exchange is currently being explored for students from China to come to Thunder Bay, grades 10-12.

It was also noted that there is potential to establish summer camps working in partnership with First Nation high school students.

International Tai Chi Conference

It was noted that connections have been made between Lakehead University and Henan Polytechnic University. Grants are currently being explored by Lakehead University and Henan Polytechnic University to help with the conference and the tai chi education centre.

World Tai Chi Championships

Councillor Peng You noted that the 15<sup>th</sup> World Wushu Championships will be held October 19 to 23, 2019 by the City of Shanghai with the support of the Chinese Wushu Association. It was noted that Councillor Peng You is working towards bringing the event to Thunder Bay in 2022.

Beijing Winter Olympics 2022

It was noted that application has been sent in relative to involvement from Thunder Bay in the opening ceremonies.

Hockey summer training camp

Councillor Peng You and Councillor Cody Fraser are exploring a hockey summer training camp and other hockey initiatives.

Councillor Peng You noted that representatives from Harbin will visit Fort William Historical Park relative to working on the potential for an ice festival.

Councillor Peng You also noted that he has been invited to present at the World Winter Cities Conference in January 2020.

5.0 FRIENDSHIP AGREEMENT - ENGLAND

Mr. Matthew Villella provided an update and reviewed itinerary relative to a delegation from England to visit Thunder Bay July 23-27, 2019.

The visit included connections with BIA's, local scout and Rotary Clubs, Red Lion Smokehouse, Thunder Bay Community Economic Development Corporation, local military connections, Thunder Bay Police Service and local Legions.

It was noted that the visit was successful. More specifically, connections were made, Thunder Bay was showcased and the visit provided an economic benefit.

6.0 COMMITTEE'S WORKPLAN

Mr. Matthew Villella provided an update relative to the above noted.

It was noted that a strategic planning / budget session will be scheduled.

It was also noted that Ms. K. Power will follow up with respect to involvement from Thunder Bay Community Economic Development Commission and Tourism.

Mr. Matthew Villella also noted that the Committee's communication plan has been reviewed by Corporate Strategic Services. It was also noted that Committee's anticipates launching the 3 years plan in October 2019 and that a presentation to City Council be scheduled prior to the launch.

7.0 50<sup>TH</sup> ANNIVERSARY – CITY OF THUNDER BAY

Mr. Matthew Villella noted that a request for \$7,000 was submitted to the 50<sup>th</sup> Anniversary Committee.

It was noted that Ms. Krista Power will follow up with the Parks Division relative to the potential for a sister city park at Prince Arthur's Landing.

8.0 CITY HALL SOUNDS

Mr. Matthew Villella noted that the Committee will be taking part in City Hall Sounds relative to setting up a booth to engage with the public at the event.

Mr. Matthew Villella also asked Committee to bring to his attention similar type events that Committee can attend in the community to help create awareness and increase education relative to the sister cities program.

9.0 NEXT MEETING

Wednesday, September 4, 2019, 5:30 p.m. in the McNaughton Room at City Hall.

10.0 ADJOURNMENT

The meeting adjourned at 7:05 p.m.

**DATE:** WEDNESDAY, SEPTEMBER 4, 2019 **MEETING NO. 08-2019**

**TIME:** 5:33 P.M.

**PLACE:** MCNAUGHTON ROOM – CITY HALL

**CHAIR:** MR. MATTHEW VILLELLA

**PRESENT:**

Councillor Cody Fraser  
Councillor Peng You  
Mr. Andrew Ault  
Ms. Hiroko Bekki-Moller  
Mr. Andrew Garro  
Mr. Stephen Margarit  
Ms. Carol Pollard  
Mr. Matthew Villella  
Ms. Josie Virdiramo

**OFFICIALS:**

Ms. K. Power, City Clerk

1.0 DISCLOSURES OF INTEREST

2.0 AGENDA APPROVAL

MOVED BY: Ms. Carol Pollard  
SECONDED BY: Mr. Andrew Ault

With respect to the September 4, 2019 Sister Cities Advisory Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3.0 STRATEGIC PLANNING SESSION

Mr. Matthew Villella provided information and responded to questions relative to the cost of the strategic planning session.

Discussion was held relative to the above noted.

MOVED BY: Ms. Carol Pollard  
SECONDED BY: Ms. Hiroko Bekki-Moller

With respect to the Sister Cities Advisory Committee's Strategic Planning Session to be held on September 4, 19, we approve Kari Chiapetta Consulting Inc. to provide facilitation services in the amount of \$1500 plus HST;

AND THAT this expense be paid by the Sister Cities budget.

CARRIED

4.0 NEXT MEETING

Wednesday, October 2, 2019, 5:30 p.m. in the McNaughton Room at City Hall.

5.0 ADJOURNMENT

The meeting adjourned at 5:35 p.m.

# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	Community Services - Asset Management	<b>REPORT NO.</b>	R 165/2019
<b>DATE PREPARED</b>	10/28/2019	<b>FILE NO.</b>	
<b>MEETING DATE</b>	12/02/2019		
<b>SUBJECT</b>	2020 Corporate Energy Management Update		

## **RECOMMENDATION**

For information only.

## **EXECUTIVE SUMMARY**

The intent of this report is to provide Council with an overview of the changes within the energy sector that will have a direct impact on the 2020 energy budget, provide the annual update for the Corporate Energy Management Plan and provide a forecast for future energy initiatives within the Corporate portfolio.

Administration continues to implement initiatives outlined within the Corporate Energy Management Plan 2019-2024, integrating energy efficiencies into our daily operations, asset renewal and employee behaviours to help reduce consumption and mitigate future costs. Council's support towards energy initiatives and sustainable capital funding for energy projects are integral for the continued success of the Corporate Energy Management Plan as the energy landscape continues to evolve.

## **DISCUSSION**

One of the main objectives of this Corporate Report is to provide Council with an overview of the 2020 energy budget and contributing factors and implications of current programs and legislation that will affect energy commodities.

The management and budgeting of energy commodities including electricity, natural gas, gasoline and diesel are centralized within the Asset Management Division. Energy budgets are based on a three year consumption rolling averages and industry forecasts. The three year rolling average smooths the variations in weather conditions from year to year. The review of current and proposed energy related legislation, along with the inclusion of energy efficiencies implemented in the previous year and programming/operational changes, were all considered when developing the 2020 proposed energy budget.

## Electricity

The electricity budget is comprised of two main components; the rate of the commodity and the monthly charge from the utility.

The monthly charge is based on the rate class of the account.

The rate is comprised of four main components:

1. The Commodity Price:

The Corporation of the City of Thunder Bay's ("the Corporation") general service accounts (GS) that have a demand for electricity greater than 50kW to 999kW and loads greater than 250,000 kWh do not qualify under the Regulated Price Plan (RPP) for Time of Use (TOU) pricing structure. These accounts participate in the open electricity market and are subject to the hourly floating index price of electricity. In the 2020 proposed electricity rate, the commodity price accounts for 17% of the cost per kilowatt-hour (kWh).

2. The Global Adjustment (GA):

The Global Adjustment is a fee added to all customer invoices to cover the difference between the costs paid to generate electricity and the revenue received in the electricity market. The fee varies from month to month, responding to changes in the Hourly Ontario Electricity Price (HOEP). In general, when the HOEP is higher the global adjustment is lower. Over the last number of years, the bulk of the cost increases for electricity can be attributed to the increase in the global adjustment. In the 2020 proposed electricity rate, the GA accounts for 63% of the cost per kWh.

3. Synergy North/Hydro One Rates:

Local distribution companies (LDC), Synergy North and Hydro One implement rate structures, as approved by the Ontario Energy Board to distribute electricity to its customers. The Corporation has over two hundred accounts in three main rate classes with Synergy North. Included in the rate structures are monthly charges for the delivery of electricity including transmission of electricity from power plants to the LDC and the distribution of electricity to the meter. Regulatory charges are also included to administer the wholesale electrical system and maintenance of the power grid. The Corporation has thirteen accounts with Hydro One and three accounts with Hydro One Remote Communities. The rate structures for Hydro One are similar to Synergy North. In the 2020 proposed electricity rate, Synergy North Rates accounts for 18% of the cost per kWh and Hydro One rates accounts for 35% of the cost per kWh.

4. Harmonized Sales Tax(HST):

Charges on the electrical bill are subject to the HST. A prorated portion of the HST amount is eligible for rebate back to the Corporation. In the 2020 proposed electricity rate, the HST accounts for 2% of the cost per kWh.

**Natural Gas**

The natural gas budget is comprised of two main components; the rate of the commodity and the monthly charge from the utility.

The month charge is based on the rate class of the account.

The rate is comprised of four main components.

1. The Commodity Price:

The Corporation currently purchases a portion of the natural gas commodity load requirements for the Corporation through a fixed price (hedge) agreement. The remaining load is open to market prices. In the 2020 proposed natural gas rate, the commodity price accounts for 43% of the cost per cubic meter ( $m^3$ ).

2. Enbridge Rate:

Enbridge is the regulated natural gas distribution utility servicing Northwestern Ontario, and implements rate structures, as approved by the Ontario Energy Board to distribute natural gas to its customers. The Corporation has over one hundred and fifty natural gas accounts in two rate classes. Included in the rate structures are monthly charges for gas delivery, transportation and storage. In the 2020 proposed natural gas rate, the Enbridge rates account for 41% of the cost per  $m^3$ .

3. Federal Carbon Tax:

As part of the Federal government's carbon pollution pricing program, a carbon charge applies to fossil fuels sold in Ontario, including natural gas. The Federal carbon tax for natural gas has been prorated in the 2020 budget as the carbon tax increases annually each April. There is also a facility carbon charge, approximately \$0.03 per month, included in the delivery or transportation charge which is associated with the costs to operate Enbridge Gas's facilities. In the 2020 proposed natural gas rate, the Federal Carbon tax accounts for 14% of the cost per  $m^3$ .

4. Harmonized Sales Tax (HST):

Charges on the natural gas bill are subject to the HST. A prorated portion of the HST amount is eligible for rebate back to the Corporation. In the 2020 proposed natural gas rate, the HST accounts for 2% of the cost per  $m^3$ .



## **Fleet Fuels:**

The Corporation publically issues tenders for the diesel and gasoline products used by the municipal fleet. Bio diesel fuel pricing is based on previous monthly average Thunder Bay rack rate plus the additional bio-diesel premium. The gasoline price is also based on previous month's average Thunder Bay rack rate. The 2020 fleet fuel budget is based upon the analysis of trends from the last five years of consumption and pricing history to determine an average cost per litre (L) pricing rate.

## **2020 Budget Implications :**

### **1. *Fix the Hydro Mess Act, 2019***

In May 2019, *Ontario's Fix the Hydro Mess Act, 2019*, came into effect to amend various statutes related to energy including winding down the Ontario Fair Hydro Plan by November 2019, holding residential electricity bills to the rate of inflation and replacing the current Global Adjustment Modifier with a new transparent on bill rebate through the Ontario Electricity Rebate (OER).

The Ontario Electricity Rebate (OER) is intended to help illustrate the true cost of electricity. Previously, under the Ontario Fair Hydro Plan, residential, farm and most small businesses received a reduction on their bill in the form of lower Time of Use (TOU) prices set by the Ontario Energy Board through the Fair Adjustment component of the Ontario Fair Hydro Plan. This built in reduction and the previous 8% reduction in electricity costs from the *Ontario Rebate for Electrical Consumers Act, 2016*, (OREC) will be shown on the electricity bill under the OER.

It is anticipated that beginning November 1, 2019 and continuing into 2020, the Corporation's accounts that are eligible for the regulated price plan (RPP) will continue to qualify for the Ontario Electricity Rebate (OER). The OER would only apply to 15 % of the Corporation's electrical consumption (see Chart 1).

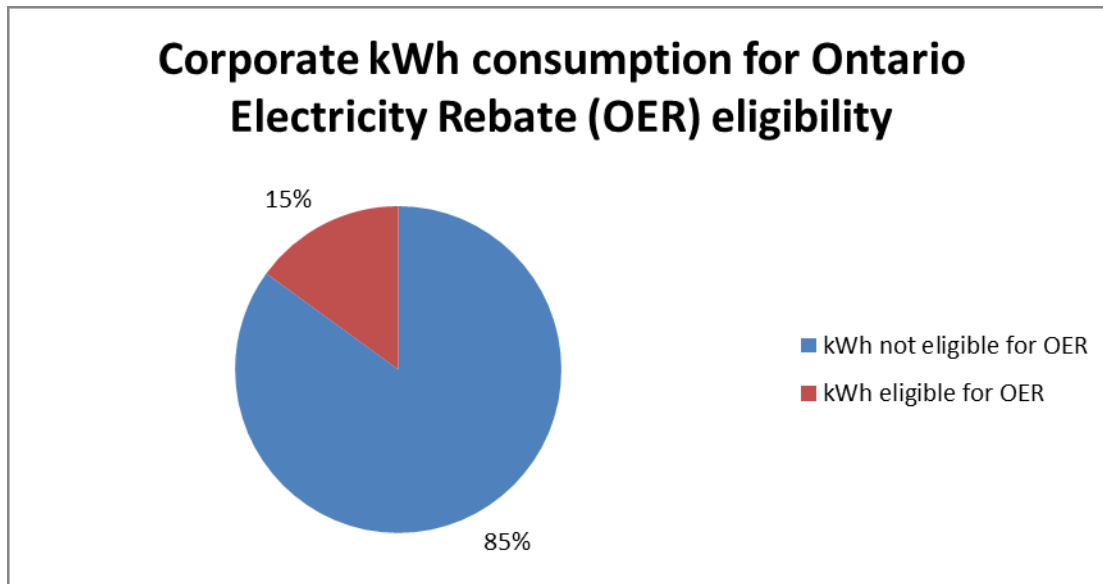


Chart 1: Corporate kWh consumption based on eligibility for participation in the regulated price plan (RPP) rates and rebates under the Ontario Electricity Rebate. Fifteen percent (15%) of the Corporate electrical consumption is anticipated to be eligible for the OER and 85% of the Corporate electrical consumption is anticipated not to be eligible for the OER.

The remaining 85% of the Corporation's electrical consumption is not eligible for participation in the RPP or the OREC, and it is expected will not be eligible for the OER. These accounts are charged the full impact of the global adjustment and options for purchasing a portion of the load requirements through a fixed hedge or continued purchase of load requirements through the Ontario hourly floating index price will be analyzed prior to 2020.

### **1. The Industrial Conservation Initiative (ICI):**

The Corporation has two electrical accounts that meet the requirements for participation in the Industrial Conservation Initiative: Atlantic Ave Water Pollution Control Plant and Bare Point Water Treatment Plant. The ICI is a program that permits eligible Class A electricity consumers to pay the global adjustment costs based on their proportional share of electricity demand during the five highest peak hours of the year rather than based on their overall volumetric consumption. Program participation is from July 1, 2019 to June 30, 2020 and continued participation will need to be re-evaluated in June 2020 for continued participation.

In April 2019, the Ontario government held consultation sessions regarding design and effectiveness of the current programs and pricing for the industrial sector. The outcome of this consultation has yet to be disclosed however it may impact the eligibility requirements or structure of the Corporation's continued participation in the Industrial Conservation Initiative.

### **2. Proposed 12% reduction in hydro rates**

Part of the Ontario government's election platform was a proposed 12% reduction in hydro rates for residential, farmers and small business. Measures included in the *Fix the Hydro Mess Act, 2019*, administrative changes to Hydro One and the cancellation of renewable energy contracts

built upon the government's commitment towards the 12% reduction. It is anticipated that this reduction will apply to the 15% of the Corporation's electrical consumption through the Ontario Electricity Rebate. However at the time of the preparation of the 2020 proposed budget, details regarding the full implementation of this reduction are not fully known and thus only known reductions have been included in the 2020 proposed budget rates.

### **3. Federal Carbon Tax Program:**

As Ontario no longer has a carbon pricing system in place that aligns with the Government of Canada Pan-Canadian Approach to Pricing Carbon Pollution (federal benchmark), all elements of the Federal backstop carbon pricing system were implemented in Ontario on January 1, 2019. With the results of the current federal election, it is expected the system will continue into 2020. The fuel charge rates reflect a carbon pollution price of \$20 per tonne of carbon dioxide equivalent (CO<sub>2</sub>e) in 2019, increasing by \$10 per tonne annually to \$50 per tonne in 2022. The following rates are expected to be levied on carbon based fuel for April 1, 2020: natural gas \$0.0587 per cubic meter, gasoline \$0.0663 per litre and diesel \$0.0805 per litre. The 2020 budget includes a prorated rate to account for the federal carbon tax.

### **2020 Proposed Budget**

As a result of the measures outlined above, the proposed 2020 electricity budget for the Corporation contains four rate structures to account for the various initiatives and their expected financial implications in 2020.

Approximately 80% of the Corporation's accounts (15 % of the Corporation's electrical consumption) are eligible for the Ontario Electricity Rebate (OER) and fall under Electricity OER rate structure.

The remaining Corporate electrical accounts (85% of the Corporation's electrical consumption) are not eligible for the OER. These accounts fall under the electricity rate structure. The exception to this rule is Pioneer Ridge Long Term Care Facility as even though it does not qualify based on consumption and demand, the facility is residential in nature and therefore is eligible for the OER.

The Corporation's participation in the Industrial Conservation Initiative for the Atlantic Ave Water Pollution Control Plant and Bare Point Water Treatment Plant has also resulted in a different rate structure for the proposed 2020 budget. In June 2020, the new ICI rate for the period July 1, 2020 to June 30, 2021 will need to be evaluated to determine if participation in the program will continue.

As a result of the changes to the electricity sector and implications of the measures previously discussed the proposed 2020 energy budget is presented in Table 1 and Table 2:

Commodity	Rates		\$ Difference	% Difference
	2019	2020	2019 vs 2020	2019 vs 2020
Electricity	\$ 0.1525	\$ 0.1496	-\$ 0.0029	-2%
Electricity OER	\$ 0.1324	\$ 0.1298	-\$ 0.0026	-2%
Electricity WPCP	\$ 0.1296	\$ 0.1091	-\$ 0.0205	-16%
Electricity WTP	\$ 0.1289	\$ 0.1027	-\$ 0.0262	-20%
Natural Gas	\$ 0.3159	\$ 0.3467	\$ 0.0308	10%
Water	\$ 1.0480	\$ 1.0805	\$ 0.0325	3%
Sewer Surcharge	90%	90%	\$ -	0%
Gasoline	\$ 1.12	\$ 1.12	\$ -	0%
Diesel	\$ 1.16	\$ 1.20	\$ 0.0400	3%

Table 1: 2019 vs 2020 rate comparisons for energy commodities.

Commodity	Cost (\$000's)		\$ Difference	% Difference
	2019	2020	2019 vs 2020	2019 vs 2020
Electricity	\$ 3,894.4	\$ 3,672.1	-\$ 222.3	-5.7%
Electricity OER	\$ 1,349.3	\$ 1,297.5	-\$ 51.8	-3.8%
Electricity WPCP	\$ 1,693.5	\$ 1,371.7	-\$ 321.8	-19.0%
Electricity WTP	\$ 880.4	\$ 685.7	-\$ 194.7	-22.1%
Natural Gas	\$ 1,682.4	\$ 1,884.1	\$ 201.7	12.0%
Water	\$ 763.3	\$ 735.2	-\$ 28.1	-3.7%
Sewer Surcharge	\$ 594.9	\$ 589.1	-\$ 5.8	-1.0%
Gasoline	\$ 750.4	\$ 790.9	\$ 40.5	5.4%
Diesel	\$ 3,244.0	\$ 3,321.7	\$ 77.7	2.4%
<b>TOTAL</b>	<b>\$ 14,852.6</b>	<b>\$ 14,348.0</b>	<b>-\$ 504.6</b>	<b>-3.4%</b>

Table 2: A summary of the 2019 vs 2020 energy commodities budget.

### Corporate Energy Management Plan 2019 Update

As part of the Corporation's responsibility under Ontario Regulation 507/18 – *Broader Public Sector: Energy Reporting and Conservation and Demand Management Plans*, the implementation of initiatives under the Corporate Energy Management Plan 2019-2024, facilitates reductions in consumption through the implementation of energy efficiencies throughout the Corporation. Through the integration of energy efficient facility infrastructure, operational efficiencies and behavioural awareness, the Corporation has been able to mitigate the impacts of the current utility rates. This positive model of cost avoidance puts into perspective the importance of Council's continued commitment for capital investment in energy efficient initiatives.

Through the implementation of action items outlined within the Corporate Energy Management Plan, the Corporation has reduced electricity consumption by approximately 2% or 925,075 kWh from 2018 and 23% or 15,601,000 kWh from 2009 baseline year (see Chart 2).

### Corporate Electricity Consumption (kWh) by Sector

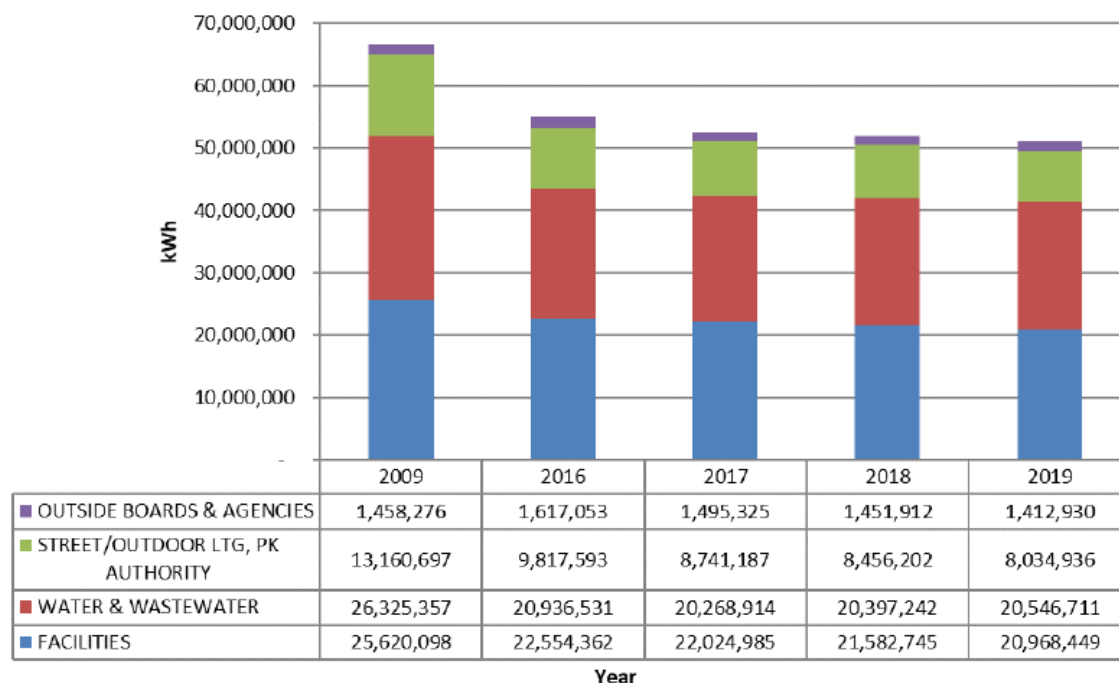


Chart 2: Annual Corporate Electricity Consumption 2009 and 2016 – 2019. For Outside Boards and Agencies, electrical consumption in 2009 was 1,458,276 kWh, in 2016 -1,617,053 kWh, in 2017- 1,495,325 kWh, in 2018 – 1,451,912 kWh and in 2019 – 1,412,930 kWh. For Street/Outdoor Lighting and Parking Authority electrical consumption in 2009 was 13,160,697 kWh, in 2016 – 9,817,593 kWh, in 2017-8,741,187 kWh, in 2018 – 8,456,202 kWh and in 2019 – 8,034,936 kWh. For Water and Wastewater operations, electrical consumption in 2009 was 26,325,357 kWh, in 2016 – 20,936,531 kWh, in 2017- 20,268,914 kWh, in 2018 – 20,397,242 kWh and in 2019 – 20,546,711 kWh. For all other Corporate facilities electrical consumption in 2009 was 25,620,098 kWh, in 2016 – 22,554,362 kWh, in 2017-22,024,985 kWh, in 2018 – 21,582,745 kWh and in 2019 – 20,968,449 kWh. Data based upon actuals from January 2019 to September 2019 and previous year's actuals October 2018 to December 2018 data

Natural gas increased by 1% or 65,380 m3 from 2018 and decreased by 4% or 243,100 m3 from 2009 baseline year (see Chart 3).

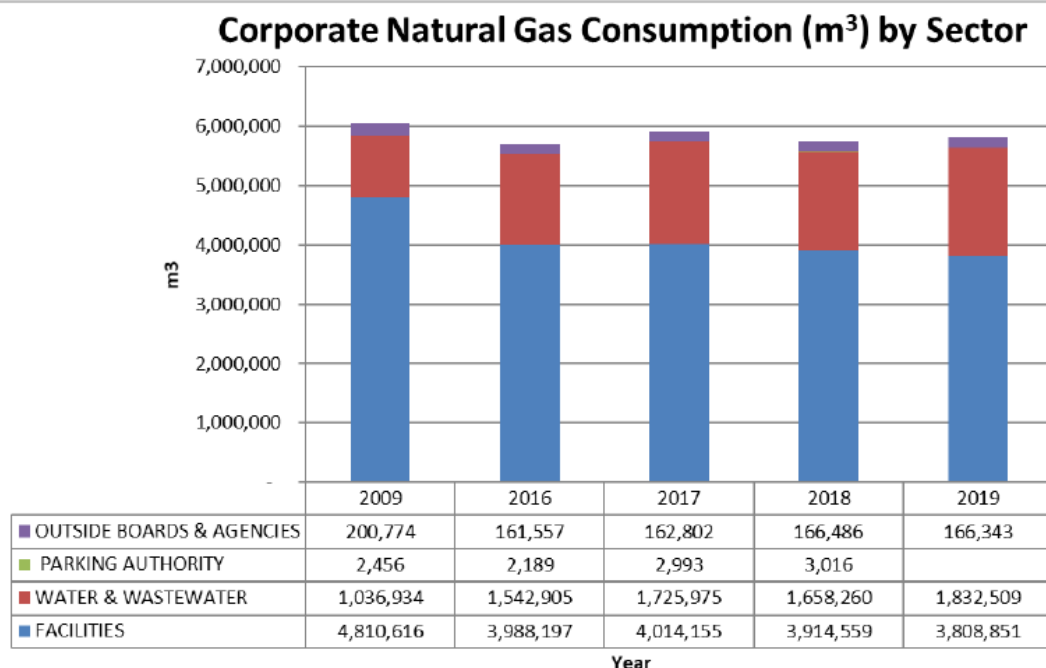


Chart 3: Annual Corporate Natural Gas Consumption 2009 and 2016 – 2019. For Outside Boards and Agencies, natural gas consumption in 2009 was 200,774 m<sup>3</sup>, in 2016 – 161,557 m<sup>3</sup>, in 2017-162,802 m<sup>3</sup>, in 2018 – 166,486 m<sup>3</sup> and in 2019 – 166,343 m<sup>3</sup>. For Street/Outdoor lighting and Parking Authority natural gas consumption in 2009 was 2,456 m<sup>3</sup>, in 2016 – 2,189 m<sup>3</sup>, in 2017-2,993 m<sup>3</sup>, in 2018 – 3,016 m<sup>3</sup> and transferred from the Corporate portfolio in 2019. For Water and Wastewater operations, natural gas consumption in 2009 was 1,036,934 m<sup>3</sup>, in 2016 – 1,542,905 m<sup>3</sup>, in 2017-1,725,975 m<sup>3</sup>, in 2018 – 1,658,260 m<sup>3</sup> and in 2019 – 1,832,509 m<sup>3</sup>. For all other Corporate Facilities natural gas consumption in 2009 was 4,810,616 m<sup>3</sup>, in 2016 – 3,988,197 m<sup>3</sup>, in 2017-4,014,155 m<sup>3</sup>, in 2018 – 3,914,559 m<sup>3</sup> and in 2019 – 3,808,851 m<sup>3</sup>. Data based upon actuals from January 2019 to September 2019 and previous year's actuals October 2018 to December 2018 data.

Since the inception of the provincial legislation for the development and implementation of Corporate Energy Management Plans, the Corporation has avoided/saved approximately \$13,530,000 in electrical and natural gas costs cumulatively from the baseline year of 2009.

Gasoline decreased by 2% or 27,200 L from 2018 and increased by 16% or 177,600 L from 2009. Diesel increased by 1% or 16,900 L from 2018 and decreased by 2% or 48,400 L from 2009 (See Chart 4). Consumption variances for diesel and gasoline reflect changes to some vehicles shifting engine fuel types from diesel to gasoline.

## Corporate Fuel Consumption (L) by Fuel Type

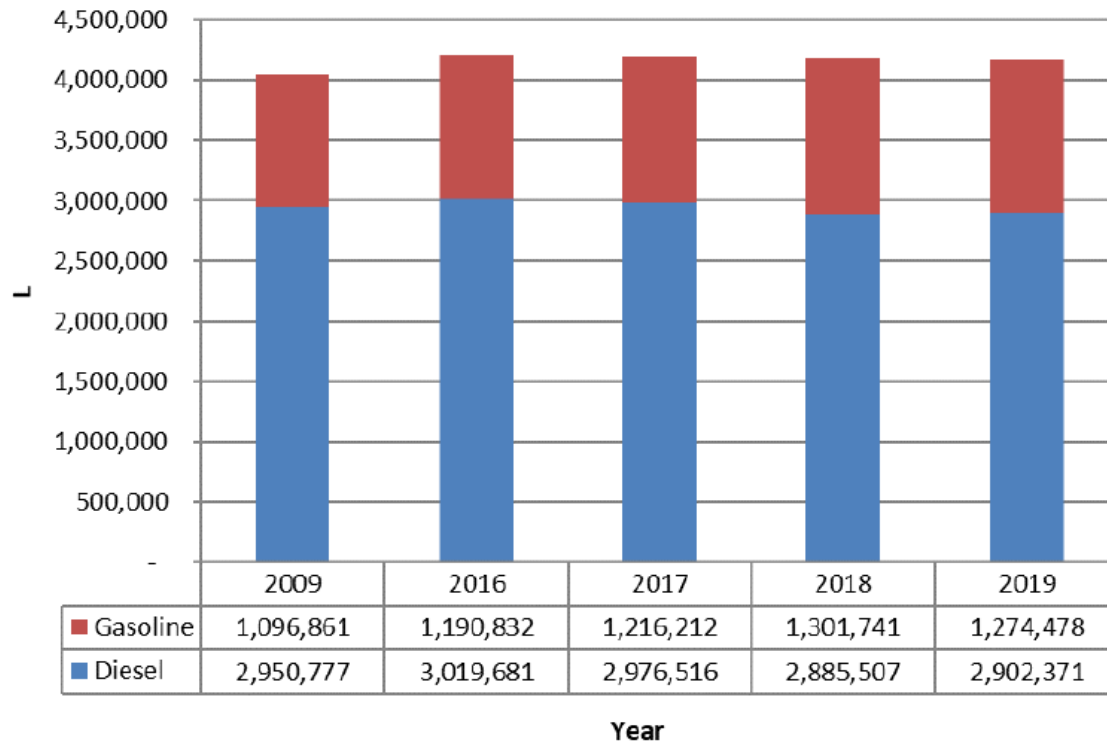
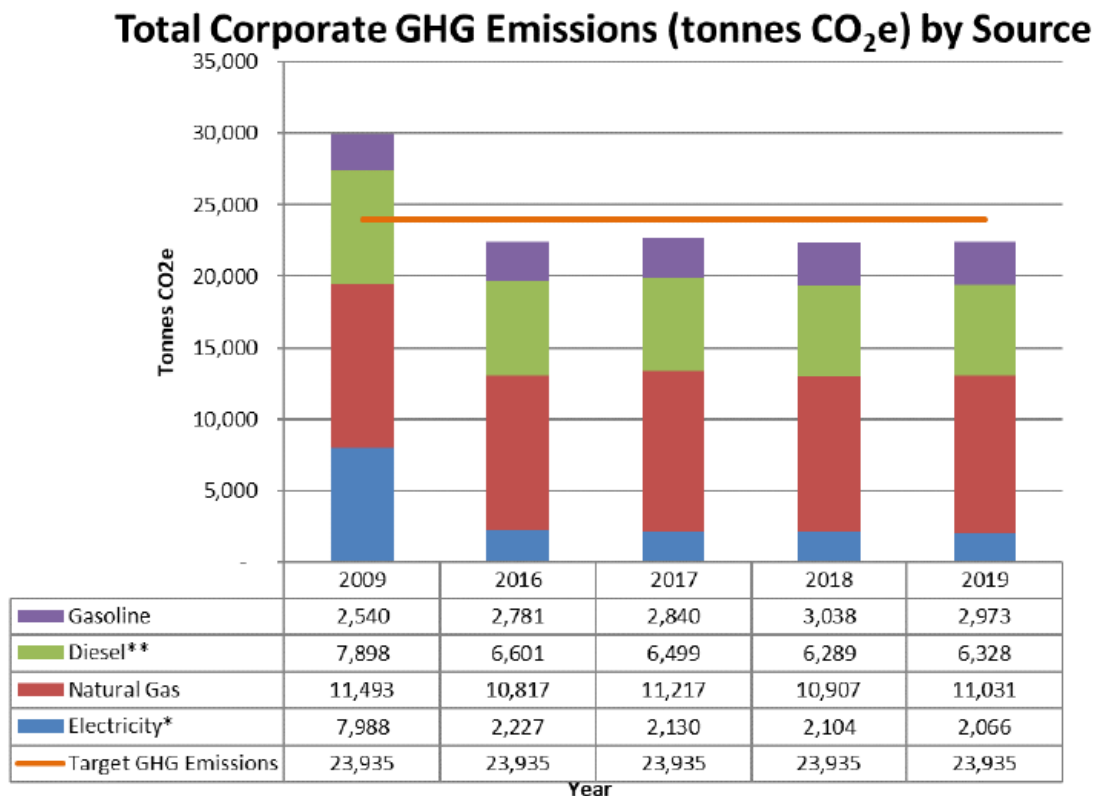


Chart 4: Annual Corporate Gasoline and Diesel Consumption 2009 and 2016 – 2019. In 2009 the consumption of gasoline within the Corporate fleet was 1,096,861 L, in 2016 – 1,190,832 L, in 2017 – 1,216,212 L, in 2018 – 1,301,741 L and in 2019 – 1,274,478 L. In 2009 the consumption of diesel within the Corporate fleet was 2,950,777 L, in 2016, 3,019,681 L, in 2017 – 2,976,516 L, in 2018 – 2,885,507 L and in 2019 – 2,902,371 L. Data based upon actuals from January 2019 to September 2019 and previous year's actuals October 2018 to December 2018 data.

It should be noted that the data for each commodity may vary slightly as 2019 actual consumption has only been received for the period January to September/October 2019. The remaining consumption is based on October/November– December 2018 actuals. Also, due to operation changes in 2019 at the Transit fueling farm, biodiesel could no longer be used from January to May 2019 as the biodiesel was plugging the filters during high speed fueling of the transit buses. As a result, straight diesel, with a higher greenhouse gas coefficient was used during this period.

In 2019, the Corporation has increased the total greenhouse gas emissions by 0.3% from 2018 totals and reduced the total greenhouse gas emissions by 25% from the baseline year of 2009 (see Chart 5).



\* Electricity coefficient decreased from 0.00012 teCO<sub>2</sub>/kwh in 2009 to 0.00004teCO<sub>2</sub>/kwh in 2014 - 2018

\*\* Diesel coefficients changed from 2009 to align with reporting standards of the Global Protocol for Community

Chart 5: Annual Greenhouse Gas Emissions 2009 and 2016 – 2019. In 2009 the greenhouse gas (ghg) emissions in tonnes of carbon dioxide equivalent was as follows: gasoline – 2,540, diesel – 7,898, natural gas – 11,493 and electricity 7,988. In 2016, the ghg emissions in tonnes of carbon dioxide equivalent was as follows: gasoline – 2,781, diesel – 6,601, natural gas – 10,817 and electricity 2,227. In 2017, the ghg emissions in tonnes of carbon dioxide equivalent was as follows: gasoline – 2,840, diesel – 6,499, natural gas – 11,217 and electricity 2,130. In 2018, the ghg emissions in tonnes of carbon dioxide equivalent was as follows: gasoline – 3,038, diesel – 6,289, natural gas – 10,907 and electricity 2,104. In 2019, the ghg emissions in tonnes of carbon dioxide equivalent was as follows: gasoline – 2,973, diesel – 6,328, natural gas – 11,031 and electricity 2,066. Data based upon actuals from January 2019 to October 2019 and previous year's actuals November to December 2018 data.

Appendix A provides a high level overview of projects and initiatives that were undertaken within the last year to continue to reduce energy consumption within the corporate portfolio.

### 2020 Corporate Energy Management Focus

In July 2019, Council endorsed the Corporate Energy Management Plan 2019 – 2024. The Corporate Energy Management Committee met this fall to prioritize the short term initiatives to be undertaken in 2020. In 2020, the Committee will focus on the development and implementation of the following:

Energy Data Management: Standardized energy data reports for departments



Energy Supply Management: Energy Account and Load Profiles Notification Process  
Energy Rate Optimization metrics

Corporate Energy Integration: Development of Energy Policy  
Development of process for Energy Management Reserve Fund

Along with the development of the initiatives above, the CONSERVE. *a little goes a long way* employee engagement and awareness workshop will continue to be promoted in 2020 to engage all departments in the importance of energy management within daily operations.

The Asset Management Division will also continue to implement energy efficiencies within daily operations and infrastructure. 2020 will see the phased in continuation of the recommendations contained within the energy audits outlined in the three year forecast for energy efficient capital projects in Appendix A.

### ***LINK TO OTHER PLANS/INITIATIVES***

The Corporate Energy Management Plan 2019-2024, has a focus area on the financial component of energy supply management with actions items, rate optimization, supply management and risk management. This report provides Council with an overview of the changing landscape of energy that may have an impact on the 2020 budget.

The Corporate Energy Management Plan 2019-2024, also requires an update to be presented to City Council annually outlining the past year's initiatives. The update provides Council with a high level overview of actions and programs implemented within the last year that contributed to the total energy and greenhouse gas emission reductions.

### ***FINANCIAL IMPLICATION***

The financial impacts to the 2020 energy budget are evolving due to the uncertainty of the legislation, program implementation and market fluctuations. Through the Corporate hedging policy, a degree of stability is achieved in the commodity price, but with additional components to the final cost per commodity such as the global adjustment, it is becoming increasingly difficult to mitigate the financial risk.

With the continued commitment to managing all aspects of Corporate commodities, the 2020 proposed budget has resulted in an overall decrease of 3.4% or \$504,600 from the 2019 commodities budget.

### ***CONCLUSION***

It is concluded that with the evolving landscape of energy management, technology, legislation and programs, the continued commitment and support towards implementing initiatives outlined

within the Corporate Energy Management Plan 2019-2024 will be an integral component in reducing total consumption and mitigating costs.

### ***BACKGROUND***

The Corporate Energy Management Plan 2019-2024 was endorsed by City Council in 2019, Report 125/2018 (Community Services – Asset Management). This plan also serves as the Corporation of the City of Thunder Bay's Conservation and Demand Management (CDM) Plan as mandated under Ontario Regulation 507/18 *Broader Public Sector: Energy Reporting and Conservation and Demand Management Plans*. Actions items from this Plan will be implemented to reduce total energy consumption and mitigate costs through the wise use of energy.

### ***REFERENCE MATERIAL ATTACHED:***

Appendix A: Corporate Energy Management Plan 2019-2024, 2019 Update

***PREPARED BY: VANESSA DEGIACOMO-ZWARESH, ENERGY ANALYST***

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kelly Robertson, General Manager, Community Services	November 22, 2019

## Appendix A: Corporate Energy Management Plan 2019-2024, 2019 Update

The Corporate Energy Management Plan 2019-2024 is a living document that provides a roadmap and builds internal corporate energy management knowledge and awareness. It also provides the foundation for successful energy management decisions and actions within all Corporate operations. The Corporate Energy Management Plan serves as the City of Thunder Bay's Conservation and Demand Management (CDM) Plan as mandated under *Ontario Regulation 507/18: Broader Public Sector: Energy Reporting and Conservation and Demand Management Plans*.

In 2019, the Corporate Energy Management Committee worked collaboratively within all departments to implement the various strategic initiatives outlined in the Plan. The following table highlights the year's progress.

### ENERGY DATA MANAGEMENT

Initiative: Access to Energy Data

2019 Progress:

- Ongoing training on AMERESCO Energy and Sustainability Module with identified staff

Initiative: Reporting of Energy Data

2019 Progress:

- Working Group formed and will begin working on reporting format in winter 2019.

Initiative: Energy Benchmarks and Metrics

2019 Progress:

- Initiative to be completed in year 3-4.

Initiative: Energy Management Database

2019 Progress:

- Ongoing initiative

### ENERGY SUPPLY MANAGEMENT

Initiative: Energy Supply Management

2019 Progress:

- Initiative to be completed in year 3-4.

Initiative: Energy Account and Load Profile Management

2019 Progress:

- Working Group formed and will begin working on reporting and notification format in winter 2019.

Initiative: Energy Rate Optimization

2019 Progress:

- Initiative to be completed in year 2 by Energy Finance Working Group.

Initiative: Demand Management Optimization

2019 Progress:

- Initiative ongoing and program feasibility evaluated as opportunities arise.

Initiative: Supply Risk Management

2019 Progress:

- Initiative to be completed in year 3-4.

Initiative: Green Fuels

2019 Progress:

- Initiative ongoing and program feasibility evaluated as opportunities arise.

## **ENERGY CONSUMPTION**

Initiative: Equipment Operating Procedures

2019 Progress:

- Initiative to be completed in year 3-4.

Initiative: Customer Awareness

2019 Progress:

- The Corporation submitted the 2017 consumption totals for the prescribed facilities and the updated Corporate Energy Management Plan 2019-2024 as part of the reporting

requirements under O. Reg 507/18. The data and Plan is available to the public through the City Clerk's Office and online at the City of Thunder Bay website.

Initiative: Comprehensive Energy Audit

2019 Progress:

- Energy audit commissioned for the Thunder Bay Conservatory.

Initiative: Facility Commissioning and Recommissioning

2019 Progress:

- At Atlantic Ave Water Pollution Control Plant (WPCP):
  - Optimization of pumping station wet well and dry well building HVAC systems
  - Optimization of biological aerated filter (BAF) and dissolved air floatation (DAF) building heating and ventilation controls
  - continued optimization of cogeneration heat recovery systems
  - Boilers 1-6 gas train tuning and optimization
  - Major serving on Cogeneration systems for improved methane gas utilization and hydro production

## **EQUIPMENT EFFICIENCY**

Initiative: Operating System Controls and Upgrades

2019 Progress:

- Ongoing preventative maintenance within all Corporate facilities
- Conversion of electrical heating to utilizing heat energy from boilers at Bare Point Water Treatment Plant
- Installation of comprehensive energy monitoring system for real time data across the Water Treatment Plant and associated Pumping Stations and Reservoirs
- At Atlantic Ave Water Pollution Control Plant (WPCP):
  - pump station natural gas meter replacement for improved gas metering and system analysis
  - Digester cleaning for improved gas production and pumping efficiencies

## Initiative: Energy Efficiency Facility Standards

### 2019 Progress:

- Energy efficient design standards utilized in the retrofits for:
  - Pioneer Ridge Long Term Care Facility
  - Delaney Arena
  - Front Street Public Works Yard
  - Human Resources - McKellar Mall
  - City Hall
  - Fort William Gardens
  - Whalen Building

## Initiative: Energy Efficient Equipment Procurement

### 2019 Progress:

- Initiative to be completed in year 3-4.
- Continue to implement radiant heater exchange program within all Corporate facilities

## Initiative: Equipment and Building Operational Improvements

### 2019 Progress:

- Installation of LED Running Man Exit Signs at various City facilities
- Installation of new energy efficient heat pump at Victoriaville Civic Centre
- Installation of new energy efficient hot water tank at Traffic Control and Streetlighting
- Upgrades and additional insulation to the roof of the WPCP Administration Facility and Digester #3 facility
- Maintenance of building envelope with Corporate facilities including door and windows caulking, weather stripping etc
- Re-lamping to more energy efficient disinfection system bulbs at the WPCP
- Repairs to the biological aerated filter (BAF) boiler check valve at the WPCP
- New flush valve added to the raw sludge pump system at the WPCP
- Major repairs to the heating and ventilation system in the sludge dewatering building at the WPCP
- Installation of a new energy efficient chiller at the Fort William Gardens
- Upgrades to the heating, ventilation and air conditioning (HVAC) unit for the 7<sup>th</sup> floor at the Whalen Building
- Installation of energy efficient humidification units at City Hall

- Installation of a new energy efficient boiler plant at Delaney Arena
- Energy efficient kitchen exhaust upgrades to the Chapples Golf Course Clubhouse including the installation of a electric range
- Installation of new energy efficient boiler plant at Pioneer Ridge Long Term Care Facility
- Retrofit of outdoor lighting at Fire Station 7
- Continuation of implementation of LED retrofit for arterial Streetlights
- Installation of a new high efficiency variable air volume (VAV) air handling unit (AHU) with variable frequency drives (VFD) at Front St Public Works Yard
- LED lighting retrofits at:
  - Balmoral Police Station
  - Archives
  - Neebing Arena
  - Transit Garage
  - Whalen Building
  - Solid Waste and Recycling Facility
  - Bare Point Water Treatment Plant
  - City Hall
  - Waterfront District Parkade
  - Thunder Bay Community Auditorium

#### Initiative: Innovated Energy Management Strategies within Facilities

##### 2019 Progress:

- Continue to review and evaluate opportunities for any energy efficient projects or programs for implementation within Corporate facilities and operations

#### Initiative: Energy Efficiency – Capital Asset Management Plan

##### 2019 Progress:

- Initiative to be completed in year 2

#### Initiative: Green Fleet Efficiencies

##### 2019 Progress:

- Continued use of B20 blend biodiesel fuels fleet wide during summer months and B5 during winter months
- Continued improvement of diesel fuel filtration system at fuel dispensing pumps in four City yards to provide higher levels of dirt

and particulates removal from fuels increasing energy efficiency and lifecycle

#### Initiative: Innovative Energy Management Strategies for Fleet Operations

##### 2019 Progress:

- Continue to review alternative fuel and electrification options within fleet operations
- Partnering with CUTRIC (Canadian Urban Transit Research and Innovation Consortium) to research transit electrification opportunities.

#### Initiative: Procurement of Energy Efficient Fleet Assets

##### 2019 Progress:

- Replacement of 42 aged fleet assets reducing harmful GHG emissions by 90% with newer engine emissions technologies
- Replacement of older diesel engine assets with gasoline engine assets reducing GHG emissions
- Replacement of heavy truck and bus drive tires with retread tires which reduces overall production energy per tire by 70%

### **CORPORATE ENERGY INTEGRATION**

#### Initiative: Corporate Energy Management Policy

##### 2019 Progress:

- Working Group formed and will begin working on developing Corporate Energy Policy in winter 2019.

#### Initiative: Employee Engagement and Awareness Workshop

##### 2019 Progress:

- Continue to deliver CONSERVE. *a little goes a long way*, energy awareness workshop customized for the Corporation

#### Initiative: Operations Focused Training

##### 2019 Progress:

- Research and review options for operator specific energy efficiency training opportunities to be presented in 2020



Initiative: Incentive Awareness

2019 Progress:

- Maintain relationship with Synergy North and Enbridge representatives to keep informed of funding opportunities for energy efficient projects
- Participated in various Synergy North saveONenergy and Enbridge Energy Efficiency Incentive Programs

Initiative: Employee Accountability

2019 Progress:

- Initiative to be completed in year 3-4.

Initiative: Energy Awareness for External Service Providers

2019 Progress:

- Commercial properties working with tenants to ensure energy requirements are meeting their operational needs while promoting energy efficiency

Initiative: Energy Management for New Employees

2019 Progress:

- Initiative to be completed in year 3-4.

Initiative: Green Fleet Operator Training and Awareness

2019 Progress:

- Continue to provide fleet driver training which promotes efficient driving performance leading to less fuel consumption and improved overall vehicle condition

Initiative: Energy Management Reserve Fund

2019 Progress:

- Working Group formed and will begin working on communications strategy and application format in winter 2019.

Initiative: Energy Reduction Facility Competitions

2019 Progress:

- Initiative to be completed in year 3-4

Initiative: Energy Outreach

2019 Progress:

- Initiative to be completed in year 3-4

As part of the Corporate Energy Management Plan 2019-2024, comprehensive energy audits detailing energy management opportunities are undertaken within corporate facilities. Outlined below is the 2020-2022 energy efficiency capital forecast as recommended within the energy audits. Also included are the projected consumption savings for electricity and natural gas along with the corresponding greenhouse gas emissions.

Facility	Recommended Energy Management Opportunity	2020			2021			2022		
		Electricity kWh	Natural Gas m3	GHG Emission Reductions teCO2/kWh	Electricity kWh	Natural Gas m3	GHG Emission Reductions teCO2/kWh	Electricity kWh	Natural Gas m3	GHG Emission Reductions teCO2/kWh
Egan Yard - Office/Garage	Condensing Boiler Plant Upgrade		18,496	35.12						
	Variable Speed Pumping Upgrade	17,437	2,294	3.61						
	Direct Digital Control System - Part 1									
	Domestic Hot Water Heater Upgrade		250	0.47						
	Air Handling Unit	28,730	13,743	27.33						
	Energy Recovery Ventilator	4,692	8.9							
	Direct Digital Control System - Part 2									
	Infrared Heating Tube Heater Upgrade								8,070	15.32
	Direct Digital Control System - Part 3									
	Unit Heater Replacement								784	1.49
Parks North	Hydronic Heating Conversion - Part 1				13,808	5,251	10.6			
	Domestic Hot Water Heater Upgrade					237	0.5			
	Direct Digital Control System - Part 1									
	LED Lighting Upgrade							3,441		0.15
	IPLC Receptacle Upgrade							2,317		0.10
West Thunder CC	Exterior Lighting Upgrade				3,319		0.14			
	Chiller Replacement									
	Condensing Boiler Upgrade					3,152	5.99			
	Variable Air Volume Conversion	19,162	3,170	5.20						
	Variable Speed Pumping Upgrade				10,438	716	0.91			
	Condensing Domestic Hot Water Heater Upgrade	168	1,298	2.46						
	Heat Recovery Ventilator Upgrade				5,197	3,791	6.98			
Community Services Administrative Office	Condensing Boiler Plant Upgrade				-	9,634	18.3			
	Variable Speed Pumping Upgrade				13,399	1,766	2.8			
	Air Handling Unit Upgrade - Part 1				28,835	18,675	36.7			
	Energy Recovery Ventilator				451	2,393	4.6			
	Direct Digital Control System - Part 1									
	Air Handling Unit Upgrade - Part 2 - work into 2022									-
	Direct Digital Control System - Part 2 - work into 2022									
Canada Games Complex	Condensing Boiler Plant Upgrade							252,273	89,848	181.47
<b>TOTALS</b>		<b>69,853</b>	<b>28,332</b>	<b>56.59</b>	<b>65,053</b>	<b>40,651</b>	<b>79.99</b>	<b>258,031</b>	<b>98,702</b>	<b>198.53</b>

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***MEETING DATE***      12/02/2019 (mm/dd/yyyy)

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***SUBJECT***              Indoor Arenas - Operating Costs

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***SUMMARY***

Memorandum from Mr. B. Cline, Acting Manager - Central Support Services, dated November 13, 2019, relative to the above noted.

***ATTACHMENTS***

1. Memorandum - B. Cline - Indoor Arenas Operating Costs

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**COMMUNITY SERVICES DEPARTMENT**

111 Syndicate Avenue  
Thunder Bay, ON  
Tel: (807) 625-2964  
Fax: (807) 625-3258

Date: November 13<sup>th</sup>, 2019  
To: City Council  
From: Brent Cline, Manager, Central Support Services (Acting)  
Subject: Cost of Operating Indoor Arenas

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At the November 4<sup>th</sup> Committee of the Whole meeting, a member of Council requested information on the operating costs of the City's indoor arenas. Included in this memo are the gross and net budgeted operating costs for the City's indoor arenas in 2019.

	Gross	Net
Fort William Gardens	\$802,300	\$462,300
Delaney Arena	\$379,700	\$123,100
Grandview Arena	\$345,700	\$149,700
Port Arthur Arena	\$423,100	\$45,700
Neebing Arena	\$336,800	\$130,900
Current River Arena	<u>\$394,600</u>	<u>\$99,600</u>
	<u>\$2,682,200</u>	<u>\$1,011,300</u>

Sincerely,



Brent Cline  
Manager (Acting), Central Support Services

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**MEETING DATE** 12/02/2019 (mm/dd/yyyy)

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**SUBJECT** James Whalen Tug and Brill Buses

---

***SUMMARY***

Memorandum from Mayor B. Mauro, dated November 20, 2019, containing a motion relative to the above noted.

***RECOMMENDATION***

With respect to the Brill Buses, we recommend that administration provide Council with a report addressing the City's capacity to lease space that would accommodate the needs of the Lakehead Transportation Museum Society to store and display the buses;

AND THAT Administration also report on the request to transfer ownership of the James Whalen Tug to the Lakehead Transportation Museum Society;

AND THAT this information is received on or before March 30, 2020;

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

***ATTACHMENTS***

1. Memorandum - Mayor B. Mauro - James Whalen Tug and Brill Buses

## **Memorandum**

*Office of the City Clerk*

*Fax: 623-5468*

*Telephone: 625-2230*

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**TO:** Members of Council

**FROM:** Mayor Bill Mauro

**DATE:** Monday, November 20, 2019

**SUBJECT:** Motion – James Whalen Tug and Brill Buses  
Committee of the Whole – Monday, December 2, 2019

---

The Lakehead Transportation Museum Society is a volunteer-based, not for profit organization dedicated to the collecting, preservation and display of transportation artifacts and history relevant to the transportation history of Thunder Bay.

The following motion is provided for your consideration:

With respect to the Brill Buses, we recommend that administration provide Council with a report addressing the City's capacity to lease space that would accommodate the needs of the Lakehead Transportation Museum Society to store and display the buses;

AND THAT Administration also report on the request to transfer ownership of the James Whalen Tug to the Lakehead Transportation Museum Society;

AND THAT this information is received on or before March 30, 2020;

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

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**MEETING DATE** 12/02/2019 (mm/dd/yyyy)

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**SUBJECT** Free Menstrual Products at City Facilities

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***SUMMARY***

Memorandum from Councillor S. Ch'ng, dated November 6, 2019, containing a motion relative to the above noted.

***RECOMMENDATION***

With respect to the introduction of free menstrual products (pads and tampons) in all public-facing municipally-run facilities, we recommend that Administration report back to Council outlining options and costs for a pilot project that would offer menstrual products in recreation centres and library locations;

AND THAT the evaluation of the pilot project also includes qualitative data from people using the products;

AND THAT the results of the pilot project inform the feasibility of expanding the provision of free menstrual products in all public-facing municipal buildings;

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

***ATTACHMENTS***

1. Memorandum - S. Ch'ng - Free Menstrual Products at City Facilities



# Memorandum

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

---

**TO:** Ms. Krista Power, City Clerk

**FROM:** Councillor Shelby Ch'ng

**DATE:** November 6, 2019

**SUBJECT:** Motion to Provide Free Menstrual Products at City Facilities  
Committee of the Whole – December 2, 2019

---

People who menstruate need adequate and appropriate access to menstrual products so that they can experience their full health potential, maintain dignity and participate fully in community. According to Plan Canada International study, one-third of Canadian women under the age of 25 struggled to afford menstrual products and the inability to afford menstrual products is a health equity issue. There is a need for low or no cost menstrual products.

Canadian cities, including London, Sarnia, and St. Catharines are already piloting and/or assessing the feasibility of menstrual product access programs in city-run facilities such as libraries and recreation centres.

As such the following motion is provided for City Council's consideration:

With respect to the introduction of free menstrual products (pads and tampons) in all public-facing municipally-run facilities, we recommend that Administration report back to Council outlining options and costs for a pilot project that would offer menstrual products in recreation centres and library locations;

AND THAT the evaluation of the pilot project also includes qualitative data from people using the products;

AND THAT the results of the pilot project inform the feasibility of expanding the provision of free menstrual products in all public-facing municipal buildings;

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

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**MEETING DATE** 12/02/2019 (mm/dd/yyyy)

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**SUBJECT** Non-Business Meeting Scheduling

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***SUMMARY***

Memorandum from Mr. N. Gale, City Manager, dated November 22, 2019 relative to the above noted.

***RECOMMENDATION***

With respect to the establishment of a Non-Business meeting, we recommend that a meeting be scheduled on or before December 16, 2019 to discuss issues relating to community safety, substance abuse and homelessness;

AND THAT the Office of the City Clerk be tasked with canvassing Members of Council to determine their availability;

AND THAT the City Manager ensure that appropriate resources from Administration participate in the meeting;

AND THAT the Medical Officer of Health and Chief of Thunder Bay Police Service be invited to attend;

AND THAT Council receive information at the Non-Business meeting from Administration and community organizations relative to on-going initiatives and strategies;

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

***ATTACHMENTS***

1. Memorandum - N. Gale - Non-Business Meeting

***MEMORANDUM***

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**TO:** Members of City Council

**FROM:** Norm Gale, City Manager

**DATE:** November 22, 2019

**SUBJECT:** Resolution: Establishment of a Non-Business Meeting

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In accordance with the resolution passed by Council on November 4, 2019, a Non-Business Meeting will be scheduled on December 9, 2019 at 4:30 p.m.

With respect to the establishment of a Non-Business meeting, we recommend that a meeting be scheduled on or before December 16, 2019 to discuss issues relating to community safety, substance abuse and homelessness;

AND THAT the Office of the City Clerk be tasked with canvassing Members of Council to determine their availability;

AND THAT the City Manager ensure that appropriate resources from Administration participate in the meeting;

AND THAT the Medical Officer of Health and Chief of Thunder Bay Police Service be invited to attend;

AND THAT Council receive information at the Non-Business meeting from Administration and community organizations relative to on-going initiatives and strategies;

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