

Appendix A

City Manager's Exercise of Delegated Authority as of May 27, 2020

1. Food and yard waste pilot project delayed to fall 2020

The City planned to launch a curbside composting pilot project on May 4, 2020. The pilot would service 2,600 single-family residential households spread out across the city, the results of which would inform plans for city-wide implementation of the program in 2022/2023.

With the COVID-19 pandemic and the public health orders in place, the launch has been delayed to the fall of 2020 due to:

- the risk that key inputs for the waste processing site may be delayed
- the risk to employees and residents associated with the delivery of welcome packages and carts to residents
- the risk that the inability to hold in-person meetings, such as open houses, means that key educational and feedback opportunities would be limited

These risks present significant challenges to the success of both the pilot and the city-wide program. Delaying the pilot will provide staff with the time needed to modify the pilot to address these challenges, while still maintaining the scope and intent of the original pilot.

Administration has worked closely with external vendors to minimize any financial implications of the delay. With the exception of the cost to reprint program materials (\$1,700), no other costs are expected to be incurred.

The delay means that Administration will return to City Council with a report on the pilot results and city-wide implementation recommendations in the fourth quarter of 2021, rather than the second quarter as originally planned. This will in turn shorten the transition period between the pilot end and the 2022/2023 target date for city-wide implementation. Administration will monitor the impacts of a condensed transition period as the pilot progresses.

2. Year-round dog parks reopened

The City reopened its two year-round dog parks on May 15, 2020. The parks were closed due to the pandemic on March 23, 2020.

The decision to re-open dog parks in Regina will help alleviate concerns that warmer weather may encourage residents to allow their dogs off-leash in community parks, which is against the City's bylaws and could cause conflicts with other park users.

There are two year-round parks – the Cathy Lauritsen Memorial Off-Leash Dog Park and the Ross Industrial Off-Leash Dog Park.

Signage was posted to remind users of the public health measures. Staff ambassadors were also on site at each park for the first few days after opening to help users understand physical distancing and other rules.

Seasonal dog parks, which are located within boarded rinks, will remain closed.

3. Outdoor pools to remain closed this summer

In the Saskatchewan government's five-phase plan to reopen parts of its economy during the COVID-19 crisis, swimming pools are identified in phase four of the plan with the date marked 'to be determined'.

Due to this uncertainty, Administration has decided to close the outdoor pools for the summer season. The decision was based on protecting the health and safety of staff and citizens.

Other considerations included:

- the restrictions required by the public health order to limit attendance capacity along with other operating restrictions
- the effects of a shorter season, with the likelihood that the peak month of July would be impacted
- the enhanced cleaning protocols that will likely be required, along with provincial and health guidelines for physical distancing, both of which are still unknown at this time

This decision means that the City can redirect resources to activities with more certain community benefits and ensure the health and safety of both staff and residents. Specifically:

- facilities maintenance staff will be reallocated to indoor pools in an effort to minimize their maintenance closures over the next year
- programming resources will be reallocated to provide varied play and recreation opportunities for children, youth and families that can be scaled based on public health guidelines. There will also be additional indoor pool capacity available in the 2020 summer season relative to a typical year, as Administration is completing the pool capital and maintenance work during the COVID-19 shutdown

The decision to keep outdoor pools closed is expected to save approximately \$35,000 in start-up costs and \$415,000 in operating costs (net of revenue), including labour, materials and utilities.

Many other municipalities are facing the same challenges with respect to pools. Within Saskatchewan, Saskatoon's City Council approved a reduced level of service that included not opening outdoor pools on April 27, 2020, and Moose Jaw is currently considering its options.

4. Golf season passes prorated

Golf courses were permitted to open as part of the first phase of the province's reopening plan, which began on May 15, 2020.

This allowed the City to reopen the Joanne Goulet, Lakeview Par 3, Murray and Tor Hill golf courses on that date with the requisite restrictions in place.

Municipal golf courses usually open in April with season passes valid from May 1 to September 30. In previous years, where circumstances caused the number of days available to season pass holders to drop below 150 days, season passes were pro-rated to reflect the shortened season. Accordingly, with the opening of courses delayed to May 15 it was decided to pro-rate the season passes to account for the shorter season.

5. Pest control service staff recalled

Earlier this season, Administration provided Council with a plan to reduce park service levels. For mosquito and cankerworm control, the service level was set to manage mosquitoes and cankerworms to a level where populations remain low enough that the risk of transmission of West Nile Virus to the public and the defoliation from Dutch Elm Disease is minimized.

Council was advised that service levels would be expanded if needed to address higher than normal populations.

Administration has since conducted surveys that indicate that cankerworm and mosquito levels will be significant, with a potential impact to the urban forest from defoliation and increasing mosquito populations over the next several weeks. Accordingly, Administration is recalling program staff to assist until the end of August. Addressing this population increase will reduce the nuisance these pests have on the public and minimize defoliation.

6. Transit staff retained, airport service delayed to April 2021

City transit has seen a significant decline in passengers as people work from home or self-isolate during the pandemic. Ridership has declined from an average 26,000 people per day to 5,200 per day, an 80 per cent decrease. As a result, transit has reduced its weekday service hours from an average of 1,000 hours to 760 hours.

Despite these reductions, the number of buses required to deliver the reduced service level has not decreased significantly due to the requirement to limit the number of passengers on a bus to 10. A minimum of 12 spare buses is required each day to provide service when capacity exceed 10 people. During normal afternoon peak times, 90 buses were required; even with the reduced service level, the current afternoon peak requires 80 buses.

Paratransit service has also seen a decline in passenger trips and has decreased a number of buses providing service from an average of 33 buses each day down to 10.

The Administration has decided to retain a full operator compliment so that the City can continue to provide transit as an essential service and cover daily peak times, while still maintaining a safe environment for both staff and patrons while respecting social distancing and 10 persons restriction.

The City had planned to launch transit service to the Regina International Airport in April 2020. However, the Regina Airport Authority (RAA) has reported a decline in passengers of approximately 98.2 per cent. The reduction in passenger traffic has also led to a reduction of staff at the airport. Financially, the RAA is experiencing a very large reduction in revenues as a result of decreased travel.

Accordingly, the City and the airport initially agreed to delay the launch to August 31, 2020, and Council was advised of this at its April 15, 2020 meeting. Unfortunately, it has been determined that the low traffic numbers at the airport will continue beyond that date, and the launch has been rescheduled to April 2021.

While the airport authority originally committed to \$100,000 per year for the first three years, it has had to withdraw that commitment for this year as a result of its lost revenues. The annual cost of the service was projected to be \$348,000 with \$100,000 from the airport, and an additional \$70,000 recovered through fares.

Delaying the launch to 2021 will save the City approximately \$248,000 in operating expenses in 2020.