



## City Council Meeting Agenda

Tuesday, January 13, 2026, 6:30 p.m.  
S.H. Blake Memorial Auditorium

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Pages

**1. City Council**

Speaker: Councillor Andrew Foulds

**2. Opening Ceremonies**

**2.1 Land Acknowledgement**

A Member of Council to provide a land acknowledgement.

**2.2 Moment of Silent Reflection**

**2.3 National Anthem**

Ava Murray, Renegade Performing Arts to perform the national anthem.

**3. Disclosures of Interest**

**4. Confirmation of Agenda**

WITH RESPECT to the January 13, 2026 City Council, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

**5. Public Meeting (As per the Planning Act)**

**5.1 Public Meeting Procedures**

**5.2 Proposed Temporary Zoning By-law Amendment – 1755 John Street Road**

9 - 15

Report 5-2025 - Growth - Development Services - Planning Services recommending approval for a Temporary Zoning By-law Amendment at 1755 John Street Road.

WITH RESPECT to Report 005-2026 – Growth – Development Services – Planning Services, we recommend that the Zoning By-law be temporarily amended for a period of 20 years, on the subject lands, being Mining Location K EPT Registered Plan 55R-12151

PART 5, municipally addressed as 1755 John Street Road, by adding Site Specific Provision No. 113 to Schedule "B" as follows:

SP113: Site-specific provision 113

The following provisions apply to lands zoned RU<sup>SP113</sup>:

- a. In addition to the **uses** permitted in Section 1.1.1.2b, a **Garden Suite** shall also be permitted, provided it is removed on or before January 13, 2046.

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

## 6. Presentations

### 6.1 CEDC Strategic Plan

Jamie Taylor - CEO - CEDC to provide a presentation.

## 7. Items Arising from Closed Session

## 8. Consent Agenda and Consent Agenda Resolution

### 8.1 Minutes of Previous City Council Meetings

16 - 42

The Minutes of the following Meetings of the Thunder Bay City Council, to be confirmed:

1. The Thunder Bay City Council held on December 2, 2025.
2. The Thunder Bay City Council - Special Session held on December 16, 2025.

### 8.2 Committee of the Whole (Closed Session) Minutes

43 - 49

The Minutes of the following Meetings of Committee of the Whole, to be confirmed:

1. December 2, 2025 Committee of the Whole - Closed Session.
2. December 16, 2025 Committee of the Whole - Closed Session.

### 8.3 Finance & Administration Standing Committee Minutes

50 - 58

Minutes of Finance & Administration Standing Committee, held on December 9, 2025, for information.

Minutes of Finance & Administration Standing Committee, held on January 6, 2025, for information. **(Distributed Separately)**

### 8.4 Quality of Life Standing Committee Minutes

59 - 62

Minutes of Quality of Life Standing Committee, held on December 16, 2025, for information.

8.5	<b>Red River Ward Meeting Minutes</b> Meeting 03-2025 of the Red River Ward, held on November 26, 2025, for information.	63 - 73
8.6	<b>City of Thunder Bay Appeals Tribunal Minutes</b> Minutes of Meetings 01-2025 and 02-2025 of the City of Thunder Bay Appeals Tribunal held on July 23, 2025, for information.	74 - 82
8.7	<b>Thunder Bay District Social Services Administration Board Minutes</b> Minutes of meetings 17-2025 (Regular Session) and 18-2025 (Closed Session) of The District of Thunder Bay Social Services Administrative Board held on November 20, 2025, for information.	83 - 93
8.8	<b>Thunder Bay District Heath Unit Board of Health Minutes</b> Minutes of the Thunder Bay District Health Unit Board of Health meeting held on November 19, 2025, for information.	94 - 101
8.9	<b>Inter-Governmental Affairs Committee Minutes</b> Minutes of Meetings 08-2025 and 09-2025 of the Inter-Governmental Affairs Committee held on October 15, 2025 and November 19, 2025, for information.	102 - 115
8.10	<b>2025 Unsuccessful Tax Sale Properties</b> Report 12-2026 - Corporate Services - Revenue recommending that Administration be authorized to enter into an agreement with the Crown relative to any Crown liens registered against the property identified that did not sell in the 2025 tax sale.	116 - 122
8.11	<b>Animal Services Taskforce Update</b> Report 23-2026 - Corporate Services - Licensing & Enforcement recommending that the action plan as presented within the Report be approved.	123 - 131
8.12	<b>Amendment to 2026–2027 Fire Services Capital Projects</b> Memorandum from Dave Paxton, Fire Chief dated December 12, 2025 containing a recommendation requesting Council approval for the amendment of the 2026 and 2027 capital budget allocations for two Fire Services fleet.	132 - 134

<b>8.13</b>	<b>Appointment of Acting Fire Chief</b> Memorandum from Kayla Dixon, Commissioner - Infrastructure & Operations <b>(Distributed Separately)</b>	
<b>8.14</b>	<b>2026 Community, Youth &amp; Cultural Funding Program</b> Report 22-2026 - Community Services - Recreation & Culture provides information on the recommended Community, Youth & Cultural Funding Program (CYCFFP) allocations for the 2026 fiscal year, which will be included in the 2026 budget submission for Council's consideration.	135 - 147
<b>8.15</b>	<b>Tbaytel Dividend Model</b> Report 26-2025 - Corporate Services - Finance <b>(Distributed Separately)</b>	
<b>8.16</b>	<b>Build Canada Strong - Buy Canadian with VIA Rail Procurement</b> Memorandum from Councillor Trevor Giertuga, Chair - Inter-Governmental Affairs Committee, dated November 25, 2025 attaching a letter from Mayor Ken Boshcoff to Prime Minister Mark Carney, urging the Federal Government to apply the recently announced Buy Canadian Policy approach to VIA Rail's upcoming rail car procurement—an investment of over \$3 billion CAD funded by Canadian taxpayers, for information.	148 - 150
<b>8.17</b>	<b>Consent Agenda Resolution</b> WITH RESPECT to the Consent Agenda for the January 13, 2026 City Council meeting, we recommend that the following items be confirmed:	
	<ul style="list-style-type: none"> <li>- Minutes of Previous Council Meetings - December 2, 2025 and December 16, 2025</li> <li>- Minutes of Previous Committee of the Whole (Closed Session) Meetings - December 2, 2025 and December 16, 2025</li> <li>- Finance &amp; Administration Standing Committee Minutes - December 9, 2025 and January 6, 2026</li> <li>- Quality of Life Standing Committee Minutes - December 16, 2025</li> <li>- Red River Ward Meeting Minutes - October 16, 2025</li> <li>- City of Thunder Bay Appeals Tribunal Minutes</li> <li>- Thunder Bay District Social Services Administration Board Minutes</li> <li>- Thunder Bay District Health Unit Board of Health Minutes</li> <li>- Inter-Governmental Affairs Committee Minutes</li> <li>- 2025 Unsuccessful Tax Sale Properties</li> <li>- Animal Services Taskforce Update</li> <li>- Amendment to 2026-2027 Fire Services Capital Projects</li> <li>- Appointment of Acting Fire Chief</li> <li>- 2026 Community, Youth &amp; Cultural Funding Program</li> </ul>	

- Tbaytel Dividend Model
- Build Canada Strong - Buy Canadian with VIA Rail Procurement

## 9. Reports of Administration

### 9.1 Surplus Declaration - Call for Proposals – 4 Opportunity Sites

151 - 182

Report 29-2026 - Growth - Development Services - Realty Services recommending that Council declare the Opportunity Sites surplus for potential future residential development.

WITH RESPECT to Report 29-2026 we recommend that the City's interest in the vacant property, being PCL BLOCK-1 SEC M325; BLK L PL M325 MCINTYRE; THUNDER BAY (B25), municipally known as 144 Fanshaw Street, be declared surplus to the City's requirements pursuant to the City's policies and be designated as an area of site plan control;

AND THAT the City's interest in the vacant property, being PT LT 4, CON A, BEING PT OF PTS 1, 2, & 3 55R-10186, PT OF PICTON AVENUE PL M37 BEING PTS 7 & 8 55R-9082 CLOSED BY LT135107, LTS 81-107 PL M37, LTS 113 – 125 PL M37, PT LT 108 PL M37 EXCEPT PT 13 55R-9082, PT LT 109 PL M37 EXCEPT PT 12 55R-9082, PT LTS 110 & 111 PL M37 EXCEPT PT 11 55R-9082, PT LT 112 PL M37 EXCEPT PT 10 55R-9082, PT OF JUNOT AVENUE PL M37, BEING PTS 5, 6 & 13 55R-2984 CLOSED BY LT135107, PT OF PICTON AVE PL M37, BEING PT 2 55R-2984 PT LT 112 PL M37 EXCEPT PT 10 55R-9082, PT OF JUNOT AVENUE PL M37, BEING PTS 5, 6 & 13 55R-2984 CLOSED BY LT135107, PT OF PICTON AVE PL M37, BEING PT 2 55R-2984 CLOSED BY LT135107, PT OF TOKIO STREET PL M37, BEING PT OF PT 14 55R-2984 CLOSED BY LT135107, PT OF TOKIO STREET PL M37, BEING PT OF PT 15 55R-2984 CLOSED BY F53897, PT OF LANES PL M37, BEING PTS 3 & 4 55R-2984 CLOSED BY LT135107, PT OF JUNOT AVENUE PL M37, BEING PT 12 55R-2984 CLOSED BY F53897; CITY OF THUNDER BAY (D79), municipally known as 300 Tokio Street be declared surplus to the City's requirements pursuant to the City's policies and be designated as an area of site plan control;

AND THAT the City's interest in the vacant property, being PT LT 2 N/S CAMERON ST PL PRINCE ARTHUR'S LANDING MCINTYRE AS IN TBR395999 EXCEPT ROW THEREIN; THUNDER BAY, PT LT 2 N/S CAMERON ST PL PRINCE ARTHUR'S LANDING MCINTYRE PT 1 & 2, 55R4011; THUNDER BAY, PT LT 3 N/S CAMERON ST PL PRINCE ARTHUR'S LANDING MCINTYRE AS IN TBR308776; THUNDER BAY, PT LT 3 N/S CAMERON ST PL PRINCE ARTHUR'S LANDING MCINTYRE AS IN TBR245426 & TBR264692; THUNDER BAY (E103),

municipally known as 211-223 Tupper Street & 224 Camelot Street, be declared surplus to the City's requirements pursuant to the City's policies and be designated as an area of site plan control;

AND THAT the City's interest in the vacant property, being PT LT C, PL PA59, S OF ARUNDEL ST, E OF 55R3639 EXCEPT PL 818; THUNDER BAY (E104), municipally known as 791 Arundel Street, be declared surplus to the City's requirements pursuant to the City's policies and be designated as an area of site plan control;

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

<b>9.2</b>	<b>Thunder Bay Community Auditorium Reserve Fund Request</b>	183 - 185
	Report 16-2026 Corporate Services - Finance recommending that the City of Thunder Bay provide funding to the Thunder Bay Community Auditorium Inc. (the "Tenant") so that the Tenant can procure engineering studies to support future capital repairs and funding applications for the auditorium facility.	

WITH RESPECT to Report 16-2026-Corporate Services-Finance, we recommend that up to \$93,000 be allocated to the Thunder Bay Community Auditorium Inc. for eligible engineering consulting costs, with financing from the Thunder Bay Community Auditorium Capital Reserve Fund;

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

## **10. By-laws and By-law Resolution**

<b>10.1</b>	<b>By-law 4-2026 – Temporary Zoning By-law Amendment – 1755 John Street Road</b>	186 - 189
	A By-law to amend By-law 1/2022 (The Zoning By-law) of The Corporation of the City of Thunder Bay (1755 John Street Road).	
<b>10.2</b>	<b>By-law 7-2026 - 2026 Interim Tax Levy</b>	190 - 193
	A By-law to provide for a 2026 Interim Tax Levy.	
<b>10.3</b>	<b>By-law 10-2026 – Appointment of Persons to Enforce Parking</b>	194 - 195
	A By-law to amend By-law Number 99-2005, being a By-law to appoint Municipal Law Enforcement Officers for The Corporation of the City of Thunder Bay for the Enforcement of Municipal Parking By-laws.	
<b>10.4</b>	<b>By-law 13-2026 – Holding Symbol Removal – King Road and Broadway Avenue</b>	196 - 198

	A By-law to remove a Holding Symbol pursuant to Section 36 of the Planning Act R.S.O., as amended (King Road and Broadway Avenue).	
10.5	<b>By-law 19-2026 - Appointment of Acting Fire Chief (Distributed Separately)</b>	
10.6	<b>By-law 20-2026 – A by-law to amend By-law 11-2007, with respect to Paragraph 7 – to update the Appointment of Lottery Licensing Officers.</b> A by-law to amend By-law 11-2007, being a by-law to appoint Officers for The Corporation of the City of Thunder Bay.	199 - 200
10.7	<b>By-law Resolution</b> By-law Resolution - January 13, 2026 - City Council	
	THAT the following By-laws be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:	
	By-law Number: 4-2026	
	1. A By-law to amend By-law 1/2022 (The Zoning By-law) of The Corporation of the City of Thunder Bay (1755 John Street Road).	
	By-law Number: 7- 2026	
	2. A By-law to provide for a 2026 Interim Tax Levy.	
	By-law Number: 10- 2026	
	3. A By-law to amend By-law Number 99-2005, being a By-law to appoint Municipal Law Enforcement Officers for The Corporation of the City of Thunder Bay for the Enforcement of Municipal Parking By-laws.	
	By-law Number: 13- 2026	
	4. A By-law to remove a Holding Symbol pursuant to Section 36 of the Planning Act R.S.O., as amended (King Road and Broadway Avenue).	
	By-law Number: 19- 2026	
	5. A By-law to appoint an Acting Fire Chief	

By-law Number: 20- 2026

6. A by-law to amend By-law 11-2007, being a by-law to appoint Officers for The Corporation of the City of Thunder Bay.

**11. New Business**

**12. Confirming By-law and Confirming By-law Resolution**

**12.1 By-law 15-2026 – Confirming By-law – January 13, 2026** 201 - 202

A By-law to confirm the proceedings of a meeting of Council, this 13<sup>th</sup> day of January 2026.

**12.2 Confirming By-law Resolution**

Confirming By-law Resolution - January 13, 2026 - City Council

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

By-law Number: 15-2026

1. A By-law to confirm the proceedings of a meeting of Council, this 13<sup>th</sup> day of January, 2026.

**13. Adjournment**

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**REPORT NUMBER** 005-2026-Growth-Development Services-Planning Services

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**DATE**

**PREPARED** December 22, 2025

**FILE** Z-06-2025

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**CITY COUNCIL** January 13, 2026

**MEETING DATE**

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**SUBJECT** Proposed Temporary Zoning By-law Amendment – 1755 John Street Road

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## **RECOMMENDATION TO CITY COUCIL**

WITH RESPECT to Report 005-2026 – Growth – Development Services – Planning Services, we recommend that the Zoning By-law be temporarily amended for a period of 20 years, on the subject lands, being Mining Location K EPT Registered Plan 55R-12151 PART 5, municipally addressed as 1755 John Street Road, by adding Site Specific Provision No. 113 to Schedule “B” as follows:

SP113: Site-specific provision 113

The following provisions apply to lands zoned RU<sup>SP113</sup>:

- a) In addition to the **uses** permitted in Section 1.1.1.2b, a **Garden Suite** shall also be permitted, provided it is removed on or before January 13, 2046.

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

## **EXECUTIVE SUMMARY**

Planning Services has received an application for a Temporary Zoning By-law Amendment at 1755 John Street Road to allow for the establishment of a 76 square metre Garden Suite for a period of up to 20 years, on private services. A Garden Suite is a temporary, self-contained home located on the same lot as a primary dwelling. The *Planning Act* permits temporary garden suites for a period of up to 20 years, subject to extension.

Administration is recommending approval of the amendment as it is consistent with the Provincial Planning Statement, conforms to the Growth Plan for Northern Ontario, and maintains the general intent and purpose of the Official Plan and Zoning By-law.

## ***DISCUSSION***

### **Description of the Subject Property and Surrounding Area**

The subject property is addressed as 1755 John Street Road and located on the south side of John Street Road, approximately 450 metres west of the intersection of John Street Road and Belrose Road. The lands are rectangular with a lot frontage of 60 metres, a depth of 350 metres, and a lot area of 2.09 hectares. Existing development on the property includes a single detached dwelling and accessory buildings. The majority of the property is naturally forested with areas around the buildings cleared. Rural residential uses surround the subject location, in the form of low density single detached dwellings and associated accessory buildings, with the McIntyre River to the east.

The lands are primarily zoned “RU”- Rural Zone, with a small portion of the northeast of the property being “RU<sup>H15</sup>” – Rural Zone with Development Holding Provision 15 (which requires an Environmental Impact Study demonstrating no negative impacts to natural heritage features prior to development), and another area of approximately 100 square metres that is zoned “EP” – Environmental Protection Zone. The subject lands are primarily designated “Rural”, while the areas zoned RU<sup>H15</sup> and EP are designated as “Natural Heritage” in the Official Plan.

### **Description of Proposal**

The Applicant is seeking a Temporary Zoning By-law amendment to permit a Garden Suite for a period up to 20 years, being January 13, 2046, the maximum permitted by the *Planning Act*, subject to extension. The preliminary site plan is shown as “Attachment B” to this report.

### **Neighbourhood Comments**

A sign was posted, and a Notice of Application was mailed to surrounding property owners on November 7, 2025, outlining the nature of the application.

One member of the public commented with concerns related to the existing water and septic system’s ability to support a new Garden Suite and questioned whether the suite would be used for short-term rental accommodation.

Planning Services responded that the proposed Garden Suite is intended to provide long-term tenancy, and through the building permit process, the applicant must demonstrate that there is adequate well and septic capacity.

### **Agency Comments**

#### **City of Thunder Bay (COTB) Building Services:**

The following requirements were listed:

- Obtain a building Permit
- Ensure adequate well water quantity and quality
- Ensure septic design and approval is provided
- Ensure adequate electrical services are available

#### **COTB Infrastructure and Operations:**

Advised that the applicant review the TBDHU clearance requirements from the septic field to the Garden Suite to ensure adequate separations are met.

#### **The following had no objections:**

COTB Fire  
COTB Mobility Coordinator  
Lakehead Region Conservation Authority (LRCA)  
Tbaytel

### **Planning Analysis**

#### Provincial Planning Statement (PPS), 2024

Planning Services is of the opinion the proposal is consistent with the Provincial Planning Statement as it provides a housing option that is expected to be sustained by the existing rural services on the lot.

#### Growth Plan for Northern Ontario, 2011

Planning Services is of the opinion the proposal conforms with the Growth Plan for Northern Ontario. The proposal contributes to an appropriate range of housing types in the rural area.

#### Official Plan, 2019

Planning Services is of the opinion that the proposal maintains the general intent and purpose of the Official Plan.

The lands are designated Rural and Natural Heritage in the Official Plan. No development is proposed within the natural heritage areas. Conformity with the below Official Plan policies that specify details regarding siting, size, and duration of the Garden Suite will be contained within the Garden Suite agreement.

A Garden Suite is regulated as a Temporary Use pursuant to the *Planning Act* and may be permitted on all lands designated as Rural. Applications for a Garden Suite must comply with the following Official Plan policies:

- the garden suite is a self-contained, portable, one-unit, detached residential structure containing bathroom and kitchen facilities that is accessory to an existing single detached dwelling;
- the garden suite is connected to the existing well or municipal water service and private sewage disposal system, and such services shall be adequate to service the additional use;
- the garden suite is subordinate in scale and function to the main dwelling on the lot;
- the installation of the garden suite will not interfere with, or affect, the existing surface water drainage pattern on adjacent properties, nor cause any ponding of storm water; and
- As a condition of approval of a garden suite, an agreement between the City and the owner and/or tenant may be required to address such matters as the siting, installation, maintenance, and removal of the suite; the period of occupancy of the suite; and the monetary or other form of security that the City may require for actual or potential costs to the municipality related to the removal of the suite. The submission of a hydrogeological report may also be required.

Part 9 of the Official Plan states that private sewage disposal systems shall meet Ontario Building Code, Ministry of Environment and Climate Change, and Thunder Bay District Health Unit Requirements. All of which would be confirmed through the building permit process.

### Zoning By-law 1-2022

Planning Services is of the opinion that the proposed amendment maintains the general intent and purpose of the Zoning By-law.

The Zoning By-law defines a Garden Suite as: a free standing residential building that is designed to be temporary and portable and contains a maximum of one home. A Garden Suite is a secondary use to a detached house located on the same lot.

Garden Suites are permitted and only in accordance with the applicable regulations as a secondary use. As a Garden Suite is not listed as a permitted use in any zone, the establishment of a Garden Suite is permitted through temporary use zoning amendments and as regulated by the *Planning Act*.

The subsequent Garden Suite agreement will further ensure that the establishment of the Garden Suite meets the intent of the zoning by-law, and the definition of Garden Suite.

### **CONSULTATION**

Through the *Planning Act* application process, public consultation has occurred with the Notice of Application provided on November 7, 2025, the Notice of Public Meeting on December 10, 2025, and the Public Meeting to be held on January 13, 2025, at 6:30 p.m.

***FINANCIAL IMPLICATION***

All development costs associated with the proposed Garden Suite are the applicant's responsibility.

***CONCLUSION***

Planning Services is supportive of the temporary zoning by-law amendment application as it is consistent with the Provincial Planning Statement, conforms with the Growth Plan for Northern Ontario, conforms to the City of Thunder Bay Official Plan and meets the intent of the City of Thunder Bay Zoning By-Law 1-2022, and therefore recommends approval of application Z-06-2025.

***REFERENCE MATERIAL ATTACHED***

Attachment A – Property Location with Zoning  
Attachment B – Applicant's Site Development Plan

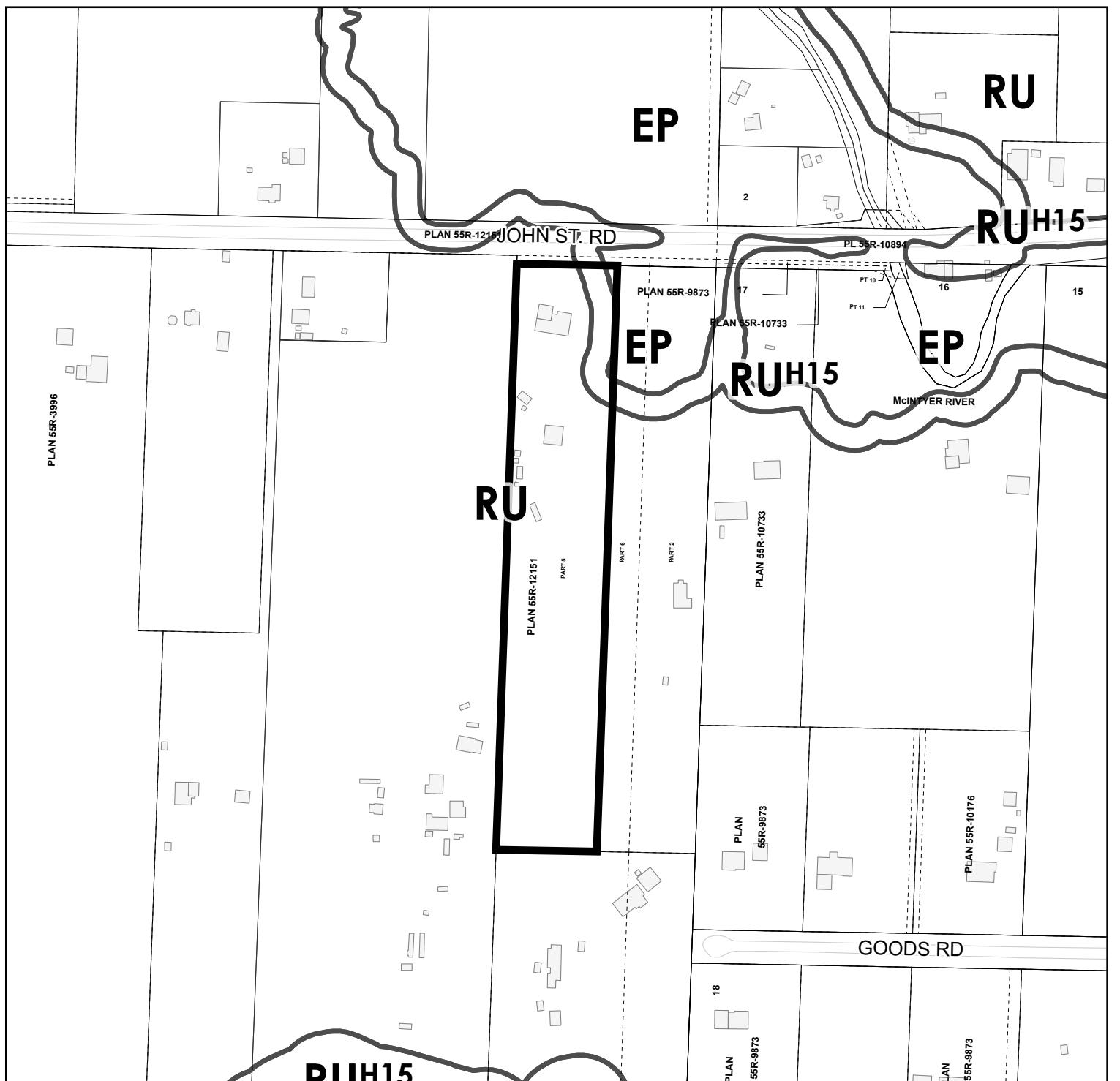
***REPORT PREPARED BY***

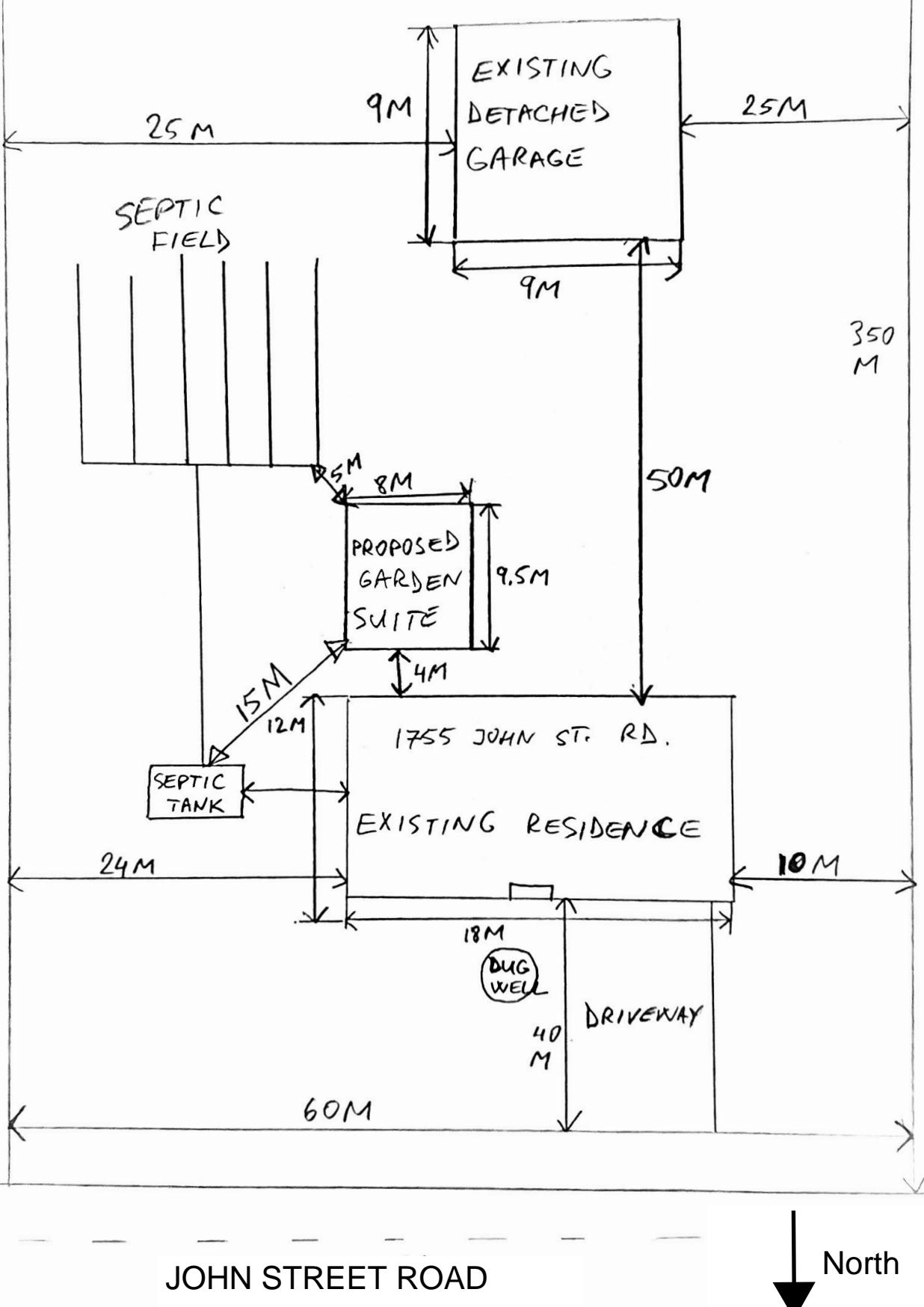
Adam Crago, Planner II – Planning Services

***REPORT SIGNED AND VERIFIED BY***

Kerri Marshall, Commissioner - Growth

Date (01/06/2026)







## City Council Meeting Minutes

**Tuesday, December 2, 2025, 6:32 p.m.**

**S.H. Blake Memorial Auditorium**

Present: Mayor Ken Boshcoff  
Councillor Rajni Agarwal  
Councillor Albert Aiello  
Councillor Mark Bentz  
Councillor Shelby Ch'ng  
Councillor Kasey Etreni  
Councillor Andrew Foulds  
Councillor Trevor Giertuga  
Councillor Brian Hamilton  
Councillor Greg Johnsen  
Councillor Kristen Oliver  
Councillor Dominic Pasqualino  
Councillor Michael Zussino

Officials: Krista Power, Director - Legislative Services & City Clerk  
John Collin, City Manager  
Mike Grimaldi, Solicitor  
Kayla Dixon, Commissioner - Infrastructure & Operations  
Keri Greaves, Commissioner - Corporate Services & City Treasurer  
Kerri Marshall, Commissioner - Growth  
Kelly Robertson, Commissioner - Community Services  
Cynthia Olsen, Director - Strategy & Engagement  
Matthew Pearson, Senior Advisor-Growth  
Jamie Taylor, CEO-Community Economic Development Commission  
Katie Piché, Council & Committee Clerk

**1. City Council**

Speaker: Councillor Andrew Foulds

**2. Opening Ceremonies**

**Land Acknowledgement**

Councillor Brian Hamilton provided a land acknowledgement.

**Moment of Silent Reflection**

**National Anthem**

Students from Algonquin Avenue Public School performed the National Anthem.

**3. Presentations**

Students from Algonquin Avenue Public School performed a medley of holiday songs in celebration of the holiday season.

**4. Disclosures of Interest**

Aside from those disclosures already recorded in the previous minutes as presented here, no additional disclosures of interest were announced.

**5. Confirmation of Agenda**

MOVED BY: Councillor Trevor Giertuga

SECONDED BY: Councillor Greg Johnsen

WITH RESPECT to the December 2, 2025 City Council meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

For (12): Mayor Ken Boshcoff, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (1): Councillor Rajni Agarwal

CARRIED (12 to 0)

**6. Minutes of Previous Committee of the Whole Meeting (Approval of the 2026-2027 Capital Budget)**

The Minutes of the following Meeting of Special Committee of the Whole, to be confirmed:

1. Special Committee of the Whole - Capital Budget held on November 24, 2025 was distributed separately Friday, November 28, 2025.

Memorandum from Policy & Research Analyst Kristyn Lovato-Day, dated November 27, 2025 relative to the Proposed Capital Budget Survey Results, for information was distributed separately on Monday, December 1, 2025.

MOVED BY: Councillor Albert Aiello

SECONDED BY: Councillor Michael Zussino

The Minutes of the following Meeting of Special Committee of the Whole, to be confirmed:

1. Special Committee of the Whole - Capital Budget held on November 24, 2025.

For (12): Mayor Ken Boshcoff, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (1): Councillor Rajni Agarwal

CARRIED (12 to 0)

## **7. Items Arising from Closed Session**

### **7.1 Council Appointments to Boards and Committees**

Memorandum dated November 17, 2025 from Coordinator – Boards, Committees and Special Projects Tina Larocque relative to the above noted was distributed separately to Members of Council, City Manager, and City Solicitor only on Friday, November 28, 2025.

MOVED BY: Councillor Greg Johnsen

SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to the confidential memorandum from Tina Larocque, Coordinator – Boards, Committees and Special Projects dated November 17, 2025 relative to Council appointments to Committees and Boards, we recommend the following Council members be appointed for the remainder of a 4 year term expiring November 14, 2026, or until such time as a replacement has been appointed:

1. Community Safety and Well Being Committee:

Councillor Dominic Pasqualino

2. The District of Thunder Bay Social Services Administration Board:

Councillor Shelby Ch'ng

3. The Thunder Bay Community Auditorium Board:

Councillor Kristen Oliver

For (12): Mayor Ken Boshcoff, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (1): Councillor Rajni Agarwal

CARRIED (12 to 0)

### **7.2 Property Related Matter – Lease Agreement - The Corporation of the Township of Terrace Bay - SNEMS Base**

Report 2025CLS.035 (Realty Services) relative to the above noted was distributed separately to Members of Council, City Manager, City Solicitor, Commissioner – Corporate Services and Commissioner – Growth only on Friday, November 28, 2025.

MOVED BY: Councillor Albert Aiello  
SECONDED BY: Councillor Dominic Pasqualino

WITH RESPECT to Report 2025CLS.035-Growth-Development Services-Realty Services, we recommend that the City enter into a lease as tenant with The Corporation of the Township of Terrace Bay (“Terrace Bay”) for an ambulance base facility to be constructed at “Old Scout Hall Property”, Highway 11/17, legally described as part of Lot 313, Registered Plan M121, Terrace Bay, Ontario;

AND THAT the City enter into any required Municipal Capital Facilities agreement with Terrace Bay;

AND THAT the Director Development Services be authorized to execute all required documentation in form satisfactory to the Manager – Realty Services;

AND THAT the above direction be conditional upon Terrace Bay receiving the necessary Council approvals and financing confirmation;

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

For (12): Mayor Ken Boshcoff, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (1): Councillor Rajni Agarwal

CARRIED (12 to 0)

### **7.3 Human Resources Matter - Memorandum of Settlement - UNIFOR Local 229 – SNEMS District Paramedics**

Report 2025CLS.044 (Human Resources) relative to the above noted was distributed separately to Members of Council, City Manager, City Solicitor, Commissioner – Corporate Services, Commissioner – Community Services and Director – Human Resources only on Friday, November 28, 2025.

MOVED BY: Councillor Brian Hamilton  
SECONDED BY: Councillor Kristen Oliver

WITH RESPECT to Report 2025CLS.044 (Human Resources) we recommend that the Memorandum of Settlement between the Corporation of the City of Thunder Bay and UNIFOR, Local 229 for the Superior North Emergency Medical Services (SNEMS) District Paramedics be approved;

AND THAT the Mayor and Clerk be authorized to execute all necessary agreements;

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

For (12): Mayor Ken Boshcoff, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (1): Councillor Rajni Agarwal

CARRIED (12 to 0)

## **8. Consent Agenda and Consent Agenda Resolution**

### **8.1 Minutes of Previous Council Meeting**

The Minutes of the following Meetings of the Thunder Bay City Council, to be confirmed:

1. The Thunder Bay City Council held on November 4, 2025;
2. The Thunder Bay City Council-Special Session held on November 24, 2025 was distributed separately on Monday, December 1, 2025.

### **8.2 Committee of the Whole Meeting Minutes**

The Minutes of the following Meeting of Committee of the Whole, to be confirmed:

1. Committee of the Whole - Closed Session held on November 4, 2025.

**8.3 Finance & Administration Standing Committee Minutes**

Minutes of Finance & Administration Standing Committee, held on November 25, 2025, for information was distributed separately on Friday, November 28, 2025.

**8.4 Growth Standing Committee Minutes**

Minutes of Growth Standing Committee, held on November 25, 2025, for information was distributed separately on Friday, November 28, 2025.

**8.5 Quality of Life Standing Committee Minutes**

Minutes of Quality of Life Standing Committee, held on November 18, 2025, for information.

**8.6 Northwood Ward Meeting Minutes**

Meeting 02-2025 of the Northwood Ward, held on October 16, 2025, for information.

**8.7 Committee of Adjustment Minutes**

Minutes of Meetings 05-2025, 06-2025, 07-2025 and 08-2025 of the Committee of Adjustment, held on May 29, 2025, June 26, 2025, July 18, 2025 and July 26, 2025, respectively, for information.

**8.8 Mayor's Taskforce on Building More Homes Advisory Committee Minutes**

Minutes of Meeting 08-2025 of the Mayor's Taskforce on Building More Homes Advisory Committee, held on October 15, 2025, for information.

**8.9 Lakehead Region Conservation Authority Minutes**

Meeting 08-2025 of the Lakehead Region Conservation Authority, held on September 24, 2025, for information.

**8.10 2026 Interim Tax Levy**

Report 372-2025-Corporate Services-Revenue recommending that the 2026 interim tax levy be established at 50% of the 2025 final tax obligation.

**8.11 Affordable Access Program for Recreation and Transit (Pilot Extension)**

Report 374-2025-Community Services-Recreation & Culture recommending that the Affordable Access to Recreation and Transit Pilot Program be extended from June 30, 2026 to December 31, 2026.

**8.12 Building Faster Fund (BFF) and Housing Accelerator Fund Funding Reallocation**

At the November 25, 2025 Growth Standing Committee meeting, a resolution was passed endorsing Report 262-2025 relative to the Building Faster Fund and Housing Accelerator Fund funding reallocation.

Report 380-2025-Growth-Development Services recommending that Appropriation 20-2025 be approved to reallocate Building Faster Fund Funding and Housing Accelerator Fund funding between the Burwood Road Network Expansion Phase II and Empire Avenue – Brown Street to 100M West projects and increase the Empire Avenue project budget by \$180,000 was distributed separately on Friday, November 28, 2025.

**8.13 Appointment of Acting City Clerks**

Memorandum from Director- Legislative Services and City Clerk Krista Power, dated November 10, 2025 recommending that City Council pass a by-law to appoint two (2) Acting City Clerks for The Corporation of the City of Thunder Bay to support on-going office procedures.

**8.14 Establishment of 2026 City Council Special Session - Annual General Meetings**

Memorandum from Director-Legislative Services & City Clerk Krista Power, dated November 3, 2025 recommending the establishment of Special City Council - Annual General Meetings for 2026.

**8.15 Establishment of Special Committee of the Whole - Citizens of Exceptional Achievement Awards**

Memorandum from Manager-Legislative Services & City Clerk Jeff Walters, dated November 20, 2025 recommending the establishment of a Special City Council - Citizens of Exceptional Achievement Awards.

### **8.16 Versorium's Central Avenue Generating Facility Update**

Correspondence from Versorium Energy Ltd. dated November 20, 2025 providing an update relative to the proposed Central Avenue Generating Facility, for information.

### **8.17 Consent Agenda Resolution**

MOVED BY: Mayor Ken Boshcoff  
SECONDED BY: Councillor Shelby Ch'ng

WITH RESPECT to the Consent Agenda for the December 2, 2025 City Council meeting, we recommend that the following items be confirmed:

- Minutes of Previous Council Meetings - November 4, 2025 and November 24, 2025
- Minutes of Previous Committee of the Whole (Closed Session) Meeting - November 4, 2025
- Finance & Administration Standing Committee Minutes - November 25, 2025
- Growth Standing Committee Minutes - November 25, 2025
- Quality of Life Standing Committee Minutes - November 18, 2025
- Northwood Ward Meeting Minutes - October 16, 2025
- Committee of Adjustment Minutes - May 29, June 26, July 18 and July 26, 2025
- Mayor's Taskforce on Building More Homes Advisory Committee Minutes - October 15, 2025
- Lakehead Region Conservation Authority Minutes - September 24, 2025
- 2026 Interim Tax Levy Report 372-2025
- Affordable Access Program for Recreation & Transit (Pilot Extension) Report 374-2025
- Building Fast Fund and Housing Accelerator Fund Reallocation Funding Report 380-2025
- Appointment of City Clerks
- Establishment of 2026 City Council Special Session - Annual General Meetings
- Establishment of Special Committee of the Whole - Citizens of Exceptional Achievement Awards
- Versorium's Central Avenue Generating Facility Update

For (12): Mayor Ken Boshcoff, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (1): Councillor Rajni Agarwal

CARRIED (12 to 0)

## **9. Petitions and Communications**

### **9.1 Update to Ward and Townhall Meeting By-law**

Memorandum from Councillor Greg Johnsen dated November 5, 2025, containing a motion relative to By-law 225-1998 (as amended) Ward and Townhall meetings.

MOVED BY: Councillor Greg Johnsen  
SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to the Memorandum from Councillor Greg Johnsen dated November 5, 2025, we recommend that Administration prepare an amendment to By-law 225-1998 (as amended) that requires each member of council to hold a minimum of one (1) Ward or Townhall meeting per year beginning in 2027;

AND THAT Administration bring this report and proposed by-law amendment to the Standing Committee on Finance and Administration in Q2 2026 prior to presentation to City Council for approval;

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

For (5): Mayor Ken Boshcoff, Councillor Albert Aiello, Councillor Brian Hamilton, Councillor Greg Johnsen, and Councillor Michael Zussino

Against (8): Councillor Rajni Agarwal, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Kristen Oliver, and Councillor Dominic Pasqualino

LOST (5 to 8)

**9.2 Advocacy - Proposed Regional Consolidation of Conservation Authorities**

Memorandum from Councillor Trevor Giertuga - Chair, Inter-Governmental Affairs Committee, dated November 24, 2025, containing a motion relative to the proposed regional consolidation of Conservation Authorities.

MOVED BY: Councillor Trevor Giertuga  
SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to the Memorandum from Councillor Trevor Giertuga, Chair – Inter-Governmental Affairs Committee, dated November 24, 2025, we recommend that City Council calls on the Government of Ontario to maintain local, independent, municipally governed, watershed-based conservation authorities to ensure strong local representation in decisions related to municipal levies, community-focused service delivery, and the protection and management of conservation lands;

AND THAT while City Council supports provincial goals for consistent permit approval processes, shared services, and digital modernization, imposing a new top-down agency structure without strong local accountability and governance risks creating unnecessary cost, red tape, and bureaucracy, thereby undermining efficiency and responsiveness to local community needs;

AND THAT City Council supports efforts to balance expertise, capacity, and program delivery across the province, and requests that the Province work collaboratively with municipalities and local conservation authorities to determine the most effective level of strategic consolidation to achieve both provincial and local objectives;

AND THAT City Council is opposed to the proposed “Huron-Superior Regional Conservation Authority” boundary configuration outlined in Environmental Registry Notice 025-1257;

AND THAT City Council recommends that the Lakehead Region Conservation Authority form the “Northwestern Ontario Regional Conservation Authority”;

AND THAT the Ministry engage directly with affected municipalities of the Lakehead Region Conservation Authority, before finalizing any consolidation boundaries or legislative amendments;

AND THAT careful consideration be given to the financial ownership of reserve funds that have been collected by the LRCA over many years, through municipal funding;

AND THAT a copy of this resolution be forwarded to:

- The Environmental Registry of Ontario consultations prior to the deadline of December 22, 2025,
- The Minister of the Environment, Conservation and Parks and the Opposition critics,
- Local Members of Provincial Parliament,
- Local Members of Parliament,
- The Association of Municipalities of Ontario,
- Conservation Ontario,
- All local municipalities within the LRCA Area of Jurisdiction, and
- All Conservation Authorities in Ontario;

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

For (13): Mayor Ken Boshcoff, Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

CARRIED (13 to 0)

## **10. Reports of Administration**

### **10.1 Smart Growth Action Plan**

At the November 25, 2025 Growth Standing Committee meeting, a resolution was passed endorsing Report 377-2025 and recommending that City Council adopt the Smart Growth Action Plan as presented.

Report 383-2025-Growth recommending that City Council adopt the Smart Growth Action Plan as presented was distributed separately on Friday, November 28, 2025.

City Manager John Collin, Commissioner-Growth Kerri Marshall and CEO-Community Economic Development Jamie Taylor provided a PowerPoint presentation and responded to questions.

MOVED BY: Mayor Ken Boshcoff  
SECONDED BY: Councillor Albert Aiello

WITH RESPECT to Report 383-2025-Growth, we recommend that City Council adopt the Smart Growth Action Plan as presented;

AND THAT Administration report to City Council two times per year on the implementation of the Plan;

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

#### **Amendment - Smart Growth Action Plan**

Memorandum from Councillor Trevor Giertuga dated December 1, 2025 containing a motion relative to the Smart Growth Action Plan was distributed separately on Monday, December, 1, 2025.

MOVED BY: Councillor Trevor Giertuga  
SECONDED BY: Councillor Rajni Agarwal

WITH RESPECT to Report 383-2025-Growth, we recommend that City Council adopt the Smart Growth Action Plan as presented, we recommend that the following addition be included;

- Item A4 - a renewed effort to continue the development of Thunder Bay's Waterfront Trail Improvement Plan "as presented and approved by City Council under Report No. R178/2016 (Engineering & Operations)"

#### **Amendment to the Amendment - Smart Growth Action Plan**

MOVED BY: Councillor Shelby Ch'ng  
SECONDED BY: Councillor Albert Aiello

WITH RESPECT to the Smart Growth Action Plan Amendment, we recommend that "as presented and approved by City Council" in paragraph 2 be replaced with "guided by".

CARRIED (12 to 0)

For (12): Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (1): Mayor Ken Boshcoff

**Amended – Amendment – Smart Growth Action Plan**

MOVED BY: Councillor Trevor Giertuga  
SECONDED BY: Councillor Rajni Agarwal

WITH RESPECT to Report 383-2025-Growth, we recommend that City Council adopt the Smart Growth Action Plan as presented, we recommend that the following addition be included;

- Item A4 - a renewed effort to continue the development of Thunder Bay's Waterfront as guided under Report R178/2016 (Engineering & Operations)

CARRIED (12 to 0)

For (12): Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (1): Mayor Ken Boshcoff

**Amended - Smart Growth Action Plan**

MOVED BY: Mayor Ken Boshcoff  
SECONDED BY: Councillor Albert Aiello

WITH RESPECT to Report 383-2025-Growth, we recommend that City Council adopt the Smart Growth Action Plan as presented;

AND THAT Administration report to City Council two times per year on the implementation of the Plan;

AND THAT as described in Item A4 of the Smart Growth Action Plan, that a renewed effort to continue the development of Thunder Bay's Waterfront Trail as guided by Report R178/2016 (Engineering & Operations);

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

For (13): Mayor Ken Boshcoff, Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

CARRIED (13 to 0)

## **10.2 2024 Annual Financial Report and Audited Consolidated Financial Statements**

At the November 25, 2025 Finance & Administration Standing Committee meeting, a resolution was passed endorsing Report 327-2025 relative to the draft Audited Consolidated Financial Statements and the Trust Fund Statements was distributed separately on Friday, November 28, 2025.

MOVED BY: Councillor Trevor Giertuga

SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 328-2025-Corporate Services-Finance, we recommend that the draft Audited Consolidated Financial Statements and the Trust Fund Statements of The Corporation of the City of Thunder Bay, for the year ended December 31, 2024, be approved;

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

For (11): Mayor Ken Boshcoff, Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, and Councillor Michael Zussino

Absent (2): Councillor Kristen Oliver, and Councillor Dominic Pasqualino  
CARRIED (11 to 0)

### **10.3 Tbaytel Multiplex Operating Model**

Report 381-2025-Community Services recommending that the City of Thunder Bay move forward with a City-run operating model for the Tbaytel Multiplex;

MOVED BY: Councillor Greg Johnsen  
SECONDED BY: Councillor Kasey Etreni

WITH RESPECT to Report 381-2025-Community Services we recommend that the City of Thunder Bay move forward with a City-run operating model for the Tbaytel Multiplex;

AND THAT the financial implications of a City-operated model be included in the 2026 Operating Budget for City Council's consideration;

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

For (11): Mayor Ken Boshcoff, Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Against (1): Councillor Mark Bentz

Absent (1): Councillor Trevor Giertuga

CARRIED (11 to 1)

### **10.4 Thunder Bay Community Tennis Centre - Referral**

At the November 25, 2025 Finance & Administration Standing Committee meeting, a referral resolution was passed relative to Report 368-2025, recommending that administration review an additional financial contribution of up to \$650,000 for the capital costs associated with the construction of the indoor tennis facility was distributed separately on Friday, November 28, 2025.

MOVED BY: Councillor Rajni Agarwal  
SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to Report 393-2025-Corporate Services-Finance , we recommend that an additional municipal contribution totalling \$650,000 be allocated, in the form of a Loan Agreement and Grant, for the Thunder Bay Community Tennis Centre (TBCTC) towards construction of the new indoor tennis facility;

AND THAT the additional contribution be structured as follows:

- \$325,000 in the form of a Loan Agreement
- \$325,000 in the form of a Grant;

AND THAT the Mayor and City Clerk be authorized to execute the Loan Agreement in accordance with the terms in this report, in form and content satisfactory to the City Solicitor and Commissioner, Corporate Services & City Treasurer;

AND THAT the Mayor and City Clerk be authorized to execute a Funding Agreement for the Grant in form and content satisfactory to the City Solicitor and Commissioner, Corporate Services & City Treasurer;

AND THAT the source of financing for the Loan Agreement be committed from the Renew Thunder Bay Reserve Fund;

AND THAT repayment of the loan, eliminate the commitment from the Renew Thunder Bay Reserve Fund;

AND THAT the source of financing for the Grant be from the Renew Thunder Bay Reserve Fund;

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

#### **Amendment - Thunder Bay Tennis Centre Referral**

MOVED BY: Councillor Albert Aiello  
SECONDED BY: Councillor Trevor Giertuga

WITH RESPECT to Report 393-2025-Corporate Services-Finance we recommend that the grant be increased by \$130,000 and the loan be decreased by an equal amount.

For (6): Mayor Ken Boshcoff, Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Trevor Giertuga, Councillor Kristen Oliver, and Councillor Dominic Pasqualino

Against (7): Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Brian Hamilton, Councillor Greg Johnsen, and Councillor Michael Zussino

LOST (6 to 7)

Deputy Speaker Greg Johnsen assumed the chair.

## **11. By-laws and By-law Resolution**

### **11.1 By-law 89-2025 Appointment of Acting City Clerks**

A By-law to appoint two (2) Acting City Clerks for The Corporation of the City of Thunder Bay

### **11.2 By-law 250-2025 - To Close a Portion of Travelled Dead-End Roadway known as Mountdale Avenue**

A By-law to close a portion of travelled dead-end roadway known as Part of Mountdale Avenue (formerly Mountain Avenue), Registered Plan W295, Part of Street Widening, Registered Plan W-809, Part of Mountdale Avenue (formerly Mountain Street), Registered Plan WM38, Part of Street Widening, Registered Plan WM-85, and Part of a 1-foot reserve, Registered Plan W295, described as Parts 1 & 2 on Reference Plan 55R-15469, City of Thunder Bay, District of Thunder Bay.

### **11.3 By-law 359-2025 - Authorization of the Borrowing Upon Serial Debentures**

A By-law to Authorize the Borrowing upon Serial Debentures

### **11.4 By-law 360-2025- Authorization of the Borrowing Upon Serial Debentures**

A By-law to Authorize the Borrowing upon Serial Debentures

**11.5 By-law 361-2025 - Authorization of the Borrowing Upon Serial Debentures**

A By-law to Authorize the Borrowing upon Serial Debentures

**11.6 By-law 362-2025 - Authorization of the Borrowing Upon Serial Debentures**

A By-law to Authorize the Borrowing upon Serial Debentures

**11.7 By-law 363-2025 - Authorization of the Borrowing upon Serial Debentures**

A By-law to Authorize the Borrowing upon Serial Debentures

**11.8 By-law 365-2025 - To amend By-law 203-1996 being a By-law to Adopt a Corporate Policy Manual**

A by-law to amend By-law 203-1996, being a by-law to adopt the Corporate Policy Manual for The Corporation of the City of Thunder Bay with respect to Clean, Green & Beautiful – Corporate Policy 02-05-01, Affordable Rental Housing Funding Program – Corporate Policy 02-06-01, Investment Policy Statement – Corporate Policy 05-01-04, Reserve & Reserve Fund Policy – Corporate Policy 05-01-08, Asset Retirement Obligation (ARO) – Corporate Policy 05-01-18 and Assessment Growth Fund – Corporate Policy 05-02-06, Strategic Asset Management – Corporate Policy 11-02-08, Complete Streets – Corporate Policy 11-03-11 and Traffic Calming – Corporate Policy 11-03-12.

**11.9 By-law 378-2025- Appointment of Persons to Enforce Parking**

A By-law to amend By-law Number 99-2005, being a By-law to appoint Municipal Law Enforcement Officers for The Corporation of the City of Thunder Bay for the enforcement of Municipal Parking By-laws.

**11.10 By-law 379-2025 - To amend By-law 011-2007 to update the Appointment of Officers**

A By-law to amend By-law 011-2007, being a By-law to Appoint Officers for The Corporation of the City of Thunder Bay (Development Services Department/Finance Department) to update the Appointment of Officers.

**11.11 By-law 382-2025 - Establishing and Naming By-law - Jasper Dr. Extension**

A By-law to establish and name a new portion of Jasper Drive.

**11.12 By-law Resolution**

By-law Resolution - December 2, 2025 - City Council

MOVED BY: Mayor Ken Boshcoff  
SECONDED BY: Councillor Brian Hamilton

THAT the following By-laws be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

By-law 89-2025

1. A By-law to appoint two (2) Acting City Clerks for The Corporation of the City of Thunder Bay

By-law 250-2025

2. A By-law to close a portion of travelled dead-end roadway known as Part of Mountdale Avenue (formerly Mountain Avenue)

By-law 359-2025

3. A By-law to Authorize the Borrowing upon Serial Debentures

By-law 360-2025

4. A By-law to Authorize the Borrowing upon Serial Debentures

By-law 361-2025

5. A By-law to Authorize the Borrowing upon Serial Debentures

By-law 362-2025

6. A By-law to Authorize the Borrowing upon Serial Debentures

By-law 363-2025

7. A By-law to Authorize the Borrowing upon Serial Debentures

By-law 365-2025

8. A By-law to Amend By-law 203-1996 being a by-law to adopt the Corporate Policy Manual

By-law 378-2025

9. A By-law to amend By-law Number 99-2005, being a By-law to appoint Municipal Law Enforcement Officers for The Corporation of the City of Thunder Bay for the enforcement of Municipal Parking By-laws.

By-law 379-2025

10. A By-law to amend By-law 011-2007, being a By-law to Appoint Officers for The Corporation of the City of Thunder Bay (Development Services Department/Finance Department) to update the Appointment of Officers.

By-law 382-2025

11. A By-law to establish and name a new portion of Jasper Drive.

For (12): Mayor Ken Boshcoff, Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (1): Councillor Andrew Foulds

CARRIED (12 to 0)

## 12. New Business

### 12.1 Establishment of Committee of the Whole - Closed Session - January 13, 2026

The following resolution is presented to establish a Committee of the Whole - Closed Session Meeting on Tuesday, January 13, 2026:

MOVED BY: Councillor Michael Zussino

SECONDED BY: Councillor Trevor Giertuga

THAT a Committee of the Whole – Closed Session meeting be scheduled for Tuesday, January 13, 2025 at 5:00 p.m. in order to receive information pursuant to the Municipal Act (Section 239 (2)) relative to:

(i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

For (12): Mayor Ken Boshcoff, Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (1): Councillor Andrew Foulds

CARRIED (12 to 0)

Speaker Andrew Foulds resumed the chair.

**13. Confirming By-law and Confirming By-law Resolution**

**13.1 By-law 352-2025 – Confirming By-law – December 2, 2025**

A By-law to confirm the proceedings of a meeting of Council, this 2<sup>nd</sup> day of December 2025.

**13.2 Confirming By-law Resolution**

Confirming By-law Resolution - December 2, 2025 - City Council

MOVED BY: Councillor Greg Johnsen  
SECONDED BY: Councillor Kristen Oliver

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

By-law 352-2025

1. A By-law to confirm the proceedings of a meeting of Council, this 2nd day of December, 2025.

For (13): Mayor Ken Boshcoff, Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Mark Bentz, Councillor Shelby Ch'ng, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

CARRIED (13 to 0)

**14. Adjournment**

The meeting adjourned at 10:39 p.m.

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Speaker

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City Clerk



## **City Council Meeting Minutes**

**Tuesday, December 16, 2025, 7:39 p.m.**

**S.H. Blake Memorial Auditorium**

Present: Mayor Ken Boshcoff  
Councillor Rajni Agarwal  
Councillor Albert Aiello  
Councillor Mark Bentz  
Councillor Kasey Etreni  
Councillor Andrew Foulds  
Councillor Trevor Giertuga  
Councillor Brian Hamilton  
Councillor Greg Johnsen  
Councillor Kristen Oliver  
Councillor Dominic Pasqualino  
Councillor Michael Zussino

Officials: Jeff Walters, Manager – Legislative Services & Deputy City Clerk  
John Collin, City Manager  
Dawne Latta, Deputy City Solicitor  
Kayla Dixon, Commissioner - Infrastructure & Operations  
Kelly Robertson, Commissioner - Community Services  
Gordon Stover, Committee & Meeting Management System  
Coordinator

### **1. City Council**

Speaker: Councillor Andrew Foulds

### **2. Opening Ceremonies**

#### **2.1 Land Acknowledgement**

Councillor Greg Johnsen provided a land acknowledgement.

**2.2 Moment of Silent Reflection**

**2.3 National Anthem**

A recording of the National Anthem was shared.

**3. Disclosures of Interest**

**4. Confirmation of Agenda**

MOVED BY: Councillor Rajni Agarwal

SECONDED BY: Councillor Dominic Pasqualino

WITH RESPECT to the Tuesday, December 16, 2025 City Council - Special Session, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

For (11): Mayor Ken Boshcoff, Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (2): Councillor Mark Bentz, Councillor Shelby Ch'ng

CARRIED (11 to 0)

**5. Items Arising From Closed Session**

**5.1 Litigation - Potential Settlement**

Report 2025CLS.046 (Legal Services) was previously presented at Committee of the Whole - Closed Session held earlier in the evening.

MOVED BY: Councillor Kristen Oliver

SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 2025CLS.046 (Legal Services), we recommend that Administration proceed as directed in Closed Session.

For (11): Mayor Ken Boshcoff, Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (2): Councillor Mark Bentz, Councillor Shelby Ch'ng  
CARRIED (11 to 0)

## **6. Confirming By-law and Confirming By-law Resolution**

### **6.1 By-law 390-2025 – Confirming By-law – December 16, 2025 Special City Council**

A By-law to confirm the proceedings of a meeting of Council, this 16<sup>th</sup> day of December 2025.

#### **6.2 Confirming By-law Resolution**

Confirming By-law Resolution - December 16, 2025 - City Council - Special Session

MOVED BY: Councillor Greg Johnsen  
SECONDED BY: Councillor Trevor Giertuga

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

By-law Number: BL 390-2025

1. A By-law to confirm the proceedings of a meeting of Council, this 16<sup>th</sup> day of December, 2025.

For (11): Mayor Ken Boshcoff, Councillor Rajni Agarwal, Councillor Albert Aiello, Councillor Kasey Etreni, Councillor Andrew Foulds, Councillor Trevor Giertuga, Councillor Brian Hamilton, Councillor Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (2): Councillor Mark Bentz, Councillor Shelby Ch'ng

CARRIED (11 to 0)

**7. Adjournment**

The meeting adjourned at 7:45 p.m.

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Speaker

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Deputy City Clerk



## Committee of the Whole Meeting Minutes

**Tuesday, December 2, 2025, 5:33 p.m.**

**McNaughton Room - 3rd Floor, City Hall**

Present: Mayor Ken Boshcoff  
Councillor Albert Aiello  
Councillor Mark Bentz  
Councillor Shelby Ch'ng  
Councillor Kasey Etreni  
Councillor Andrew Foulds  
Councillor Trevor Giertuga  
Councillor Brian Hamilton  
Councillor Greg Johnsen  
Councillor Kristen Oliver  
Councillor Dominic Pasqualino  
Councillor Michael Zussino

Officials: Krista Power, Director - Legislative Services & City Clerk  
John Collin, City Manager  
Michael Grimaldi, Solicitor

### **1. Committee of the Whole - Special Session in the McNaughton Room at 5:33 p.m.**

Chair: Councillor Brian Hamilton

### **2. Establishment of Committee of the Whole - Closed Session**

MOVED BY: Councillor Michael Zussino

SECONDED BY: Councillor Kristen Oliver

THAT a Committee of the Whole – Closed Session meeting be scheduled for Tuesday, December 2, 2025 at 4:30 p.m. in order to receive information pursuant to the Municipal Act (Section 239 (2)) relative to:

- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

**3. Amendment - Establishment of Committee of the Whole - Closed Session**

MOVED BY: Councillor Shelby Ch'ng  
SECONDED BY: Councillor Kasey Etreni

WITH RESPECT to the resolution to establish the Tuesday, December 2, 2025 Committee of the Whole – Closed Session, we recommend that the following reasons be added:

- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board;

AND THAT the following reasons be removed:

- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

AND THAT the meeting start time change to 5:30 p.m.

CARRIED

**4. Amended - Establishment of Committee of the Whole - Closed Session**

MOVED BY: Councillor Michael Zussino  
SECONDED BY: Councillor Kristen Oliver

THAT a Committee of the Whole – Closed Session meeting be scheduled for Tuesday, December 2, 2025 at 5:30 p.m. in order to receive information pursuant to the Municipal Act (Section 239 (2)) relative to:

- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value;
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

CARRIED

**5. Committee of the Whole - Closed Session in the McNaughton Room at 5:35 p.m.**

Chair: Councillor Brian Hamilton

Present: Mayor Ken Boshcoff  
Councillor Albert Aiello  
Councillor Mark Bentz  
Councillor Shelby Ch'ng  
Councillor Kasey Etreni  
Councillor Andrew Foulds  
Councillor Trevor Giertuga  
Councillor Brian Hamilton  
Councillor Greg Johnsen  
Councillor Kristen Oliver  
Councillor Dominic Pasqualino  
Councillor Michael Zussino

Officials: Krista Power, Director - Legislative Services & City Clerk  
John Collin, City Manager  
Michael Grimaldi, Solicitor

**6. Disclosures of Interest**

**7. Reports of Municipal Officers**

**7.1 Council Appointments to Committees and Boards**

Coordinator-Boards, Committees and Special Project Tina Larocque entered the meeting.

Memorandum dated November 17, 2025 from Coordinator – Boards, Committees and Special Projects Tina Larocque relative to the above noted was distributed separately to Members of Council, City Manager, and City Solicitor only on Friday, November 28, 2025.

Director-Legislative Services & City Clerk Krista Power provided an overview and responded to questions.

It was consensus that Administration proceed as directed.

The City Clerk advised that the resolution will be presented at the City Council meeting to be held later in the evening.

Tina Larocque left the meeting.

**7.2 Property Related Matter - Lease Agreement - Corporation of the Township of Terrace Bay - SNEMS Base**

Commissioner-Corporate Services Keri Greaves, Commissioner-Community Services Kelly Robertson, Commissioner-Growth Kerri Marshall, Chief of EMS Shane Muir, Director-Development Services Joel DePeuter, Manager-Realty Services Deanna Walker, Manager-Capital Facilities Construction Kelvin Jankowski and Supervisor-Realty Services Lisa Zawadzki entered the meeting.

Report 2025CLS.035 (Realty Services) relative to the above noted was distributed separately to Members of Council, City Manager, City Solicitor, Commissioner – Corporate Services and Commissioner – Growth only on Friday, November 28, 2025.

Manager-Realty Services Deanna Walker and Chief of EMS Shane Muir provided an overview and responded to questions.

City Manager John Collin responded to questions.

It was consensus of Committee that Administration proceed as directed.

The City Clerk advised that the resolution will be presented at the City Council meeting to be held later in the evening.

Kerri Marshall, Deanna Walker, Joel DePeuter, Lisa Zawadzki and Kelvin Jankowski left the meeting.

**7.3 Human Resources Matter - Memorandum of Settlement - UNIFOR Local 229 - SNEMS District Paramedics**

Manager-Labour Relations Erin Anderson and Senior Labour Relations Consultant Steve Harkness entered the meeting.

Report 2025CLS.044 (Human Resources) relative to the above noted was distributed separately to Members of Council, City Manager, City Solicitor, Commissioner – Corporate Services, Commissioner – Community Services and Director – Human Resources only on Friday, November 28, 2025.

Manager-Labour Relations Erin Anderson provided an overview and responded to questions.

Chief of EMS Shane Muir and City Manager John Collin responded to questions.

It was consensus of Committee that Administration proceed as directed.

The City Clerk advised that the resolution will be presented at the City Council meeting to be held later in the evening.

**8. Adjournment**

The meeting adjourned at 6:08 p.m.



## **Committee of the Whole – Closed Session Meeting Minutes**

**Tuesday, December 16, 2025, 7:01 p.m.**

**McNaughton Room - 3rd Floor, City Hall**

**Present:** Mayor Ken Boshcoff

Councillor Rajni Agarwal

Councillor Albert Aiello

Councillor Mark Bentz

Councillor Kasey Etreni

Councillor Andrew Foulds

Councillor Trevor Giertuga

Councillor Brian Hamilton

Councillor Greg Johnsen

Councillor Kristen Oliver

Councillor Dominic Pasqualino

Councillor Michael Zussino

**Officials:** Jeff Walters, Manager - Legislative Services & Deputy City Clerk

John Collin, City Manager

Kelly Robertson, Commissioner - Community Services

Dawne Latta, Deputy City Solicitor

### **1. Committee of the Whole - Closed Session in the McNaughton Room**

Chair: Councillor Brian Hamilton

### **2. Disclosures of Interest**

### **3. Reports of Municipal Officers**

#### **3.1 Litigation - Potential Settlement**

Gene Prpic, Eryou Barristers entered the meeting room.

Report 2025CLS.046 (Legal Services) was distributed to Members of Council, City Manager, City Solicitor and Commissioner – Community Services only.

Deputy City Solicitor Dawne Latta and Gene Prpic provided an overview and responded to questions.

It was the consensus of Committee to proceed as directed.

The Deputy City Clerk advised that the recommendation relative to Report 2025CLS.046 (Legal Services) would be presented at the City Council - Special Session meeting to be held later in the evening.

#### **4. Adjournment**

The meeting adjourned at 7:35 p.m.



## **Finance and Administration Standing Committee Meeting Minutes**

**Tuesday, December 9, 2025, 4:31 p.m.**

**S.H. Blake Memorial Auditorium**

Present: Mayor Ken Boshcoff  
Councillor Albert Aiello  
Councillor Mark Bentz  
Councillor Brian Hamilton  
Councillor Michael Zussino

Officials: Jeff Walters, Deputy City Clerk  
John Collin, City Manager  
Patty Robinet, City Solicitor  
Keri Greaves, Commissioner - Corporate Services & City Treasurer  
Krista Power, Director - Legislative Services & City Clerk  
Kelly Robertson, Commissioner - Community Services  
Leah Prentice, Director - Recreation & Culture  
Callie Hemsworth, Supervisor - Initiatives, Marketing & Community Support  
Flo-Ann Track, Council & Committee Clerk

**1. Finance and Administration Standing Committee in the S.H. Blake Memorial Auditorium (Council Chambers) at 4:31 p.m.**

Chair: Councillor Mark Bentz

**2. Land Acknowledgement**

Councillor Brian Hamilton provided a land acknowledgement.

**3. Disclosures of Interest**

Councillor Albert Aiello declared a conflict with Report 388-2025 Community Services - Recreation and Culture - 2026 Community, Youth & Cultural Funding Program as he works for an agency that is a recipient of this funding program.

**4. Confirmation of Agenda**

MOVED BY: Councillor Brian Hamilton  
SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to the Tuesday, December 9, 2025 Finance and Administration Standing Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

**5. Deputations**

**5.1 Thunder Bay Public Library Board Recruitment Process**

Correspondence dated October 30, 2025 from Charmaine McCraw, Chair - Thunder Bay Public Library Board, requesting an opportunity to provide a deputation relative to the above noted.

Chair Charmaine McCraw and Vice-Chair Jordan Hudyma - Thunder Bay Public Library Board appeared before Committee, provided a deputation and responded to questions.

**Referral – Thunder Bay Public Library Board Recruitment Process**

MOVED BY: Mayor Ken Boshcoff  
SECONDED BY: Councillor Michael Zussino

WITH RESPECT to the Deputation from the Thunder Bay Public Library relative to the recruitment and appointment process for the Thunder Bay Public Library board, we recommend that the subject matter be referred to Administration to report to Standing Committee – Finance and Administration on the options available that include a greater role for the Board to be involved in the recruitment and appointment process.

CARRIED

## **6. Minutes of Previous Meetings**

Minutes of Finance and Administration Standing Committee, held on Tuesday, November 25, 2025, for information.

## **7. Reports of Administration**

### **7.1 2026 Community, Youth and Cultural Funding Program**

Report 388-2025 Community Services - Recreation & Culture providing information and a recommendation for the Community, Youth & Cultural Funding Program (CYCFP) allocations for the 2026 fiscal year, which will be included in the 2026 budget submission, for Council's consideration.

Councillor Albert Aiello declared a conflict and refrained from discussing or voting on the following resolution.

MOVED BY: Councillor Brian Hamilton

SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 388-2025-Community Services-Recreation & Culture, we request endorsement of the Standing Committee to forward the following recommendations to City Council:

WE RECOMMEND THAT Operating Grant requests be capped at 22% of an organization's total budget, up to a maximum of \$40,000;

AND THAT the total cap for the Operating Grant category remain at \$220,000 for the 2027 intake;

AND THAT seed funding requests in the Project Grant category be capped at \$3,000;

AND THAT the revised Community, Youth & Cultural Funding Program Model be approved as attached to reflect changes to the Operating Grant cap and new program governance structure;

AND THAT final Review Team recommendations, including funding appeal outcomes, be reflected in the 2026 budget submission for Council's consideration;

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

**Resolution to Resolve into Closed Session**

MOVED BY: Councillor Michael Zussino  
SECONDED BY: Mayor Ken Boshcoff

THAT we resolve into Closed Session in order to receive information that is relative to Report 373-2025-Community Services-Recreation & Culture pursuant to the Municipal Act (Section 239 (2)):

- (a) the security of the property of the municipality or local board;
- (j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value;
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

CARRIED

**Finance and Administration Standing Committee - Closed Session in the McNaughton Room at 5:28 p.m.**

Present: Mayor Ken Boshcoff  
Councillor Mark Bentz  
Councillor Brian Hamilton  
Councillor Michael Zussino

Officials: Jeff Walters, Deputy City Clerk  
John Collin, City Manager  
Patty Robinet, City Solicitor  
Keri Greaves, Commissioner - Corporate Services & City Treasurer  
Kelly Robertson, Commissioner - Community Services  
Leah Prentice, Director - Recreation & Culture  
Callie Hemsworth, Supervisor - Initiatives, Marketing & Community Support

**7.1.1 Finance & Administration Standing Committee – Closed Session**

Chair: Councillor Mark Bentz

## 7.1.2 Disclosures

Aside from the conflict previously declared by Councillor Albert Aiello with respect to Report 388-2025 - Community Services - Recreation & Culture - 2026 Community, Youth & Cultural Funding Program in Open Session earlier in the evening, no further conflicts were declared.

### 7.1.3 Reports of Municipal Officers

2026 Community, Youth and Cultural Funding Program

Confidential Memorandum from Callie Hemsworth – Supervisor - Strategic Initiatives, Marketing & Community dated December 3, 2025 relative to Report 388-2025 Community Services - Recreation & Culture was distributed separately to Members of City Council, City Manager, City Solicitor, and Commissioner – Corporate Services & City Treasurer only on Friday, December 5, 2025.

Matthew Hills, Executive Director - Thunder Bay Art Gallery entered the meeting room.

Matthew Hills provided a presentation and responded to questions.

Matthew Hills left the meeting room.

Andrew Edwards, Acting General Manager - Thunder Bay Community Auditorium entered the meeting room.

Andrew Edwards provided a presentation and responded to questions.

Andrew Edwards left the meeting room.

It was the consensus of Committee that alternate direction will be provided to Administration in Open Session.

At 7:25 p.m. the Closed Session concluded.

**Finance & Administration Standing Committee – Open Session in the S.H. Blake Memorial Auditorium (Council Chambers) at 7:28 p.m.**

Present: Mayor Ken Boshcoff  
Councillor Albert Aiello  
Councillor Mark Bentz  
Councillor Brian Hamilton  
Councillor Michael Zussino

Officials:                   Jeff Walters, Deputy City Clerk  
                                  John Collin, City Manager  
                                 Patty Robinet, City Solicitor  
                                 Keri Greaves, Commissioner - Corporate Services & City  
                                 Treasurer  
                                 Kelly Robertson, Commissioner - Community Services  
                                 Leah Prentice, Director - Recreation & Culture  
                                 Callie Hemsworth, Supervisor - Initiatives, Marketing &  
                                 Community Support

### **7.1 2026 Community, Youth and Cultural Funding Program**

Councillor Albert Aiello declared a conflict and refrained from discussing or voting on the following resolution.

MOVED BY:                   Councillor Brian Hamilton  
SECONDED BY:                Mayor Ken Boshcoff

WITH RESPECT to Report 388-2025-Community Services-Recreation & Culture, we request endorsement of the Standing Committee to forward the following recommendations to City Council:

WE RECOMMEND THAT Operating Grant requests be capped at 22% of an organization's total budget, up to a maximum of \$40,000;

AND THAT the total cap for the Operating Grant category remain at \$220,000 for the 2027 intake;

AND THAT seed funding requests in the Project Grant category be capped at \$3,000;

AND THAT the revised Community, Youth & Cultural Funding Program Model be approved as attached to reflect changes to the Operating Grant cap and new program governance structure;

AND THAT final Review Team recommendations, including funding appeal outcomes, be reflected in the 2026 budget submission for Council's consideration;

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

**Amendment - 2026 Community, Youth and Cultural Funding Program**

MOVED BY: Councillor Michael Zussino  
SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to the recommendation as contained in Report 388-2025 Community Services - Recreation & Culture we recommend that the following paragraph be added after paragraph 5:

"AND THAT Administration report back on a \$93,000 allocation to the Thunder Bay Community Auditorium from the Thunder Bay Community Auditorium Reserve Fund at the January 13, 2026 City Council meeting."

CARRIED

**Amended - 2026 Community, Youth and Cultural Funding Program**

MOVED BY: Councillor Brian Hamilton  
SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 388-2025-Community Services-Recreation & Culture, we request endorsement of the Standing Committee to forward the following recommendations to City Council:

WE RECOMMEND THAT Operating Grant requests be capped at 22% of an organization's total budget, up to a maximum of \$40,000;

AND THAT the total cap for the Operating Grant category remain at \$220,000 for the 2027 intake;

AND THAT seed funding requests in the Project Grant category be capped at \$3,000;

AND THAT the revised Community, Youth & Cultural Funding Program Model be approved as attached to reflect changes to the Operating Grant cap and new program governance structure;

AND THAT Administration report back on a \$93,000 allocation to the Thunder Bay Community Auditorium from the Thunder Bay Community Auditorium Reserve Fund at the January 13, 2026 City Council meeting;

AND THAT final Review Team recommendations, including funding appeal outcomes, be reflected in the 2026 budget submission for Council's consideration;

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

CARRIED

**7:00 p.m. Resolution**

During discussion, the following resolution was passed.

MOVED BY: Mayor Ken Boshcoff  
SECONDED BY: Councillor Brian Hamilton

THAT the hour being 7:00 p.m. or later, we continue with the business at hand.

CARRIED

**7.2 Long Term Financial Plan**

Report 354-2025 Corporate Services - Finance presenting the draft Long-Range Financial Plan (LRFP) for tax-supported operations; a strategic framework for guiding the City's financial management over the long term. The Plan identifies key policies, guiding financial principles, and financial indicators to support sustainable, responsible, and strategic decision-making. With endorsement from the Finance and Administration Standing Committee, the LRFP, including a 10-year financial forecast, will be presented to the Special Committee of the Whole in January 2026, prior to the 2026 Operating Budget presentation.

**Deferral – Long Term Financial Plan**

MOVED BY: Mayor Ken Boshcoff  
SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to Report 354-2025 Corporate Services - Finance, we recommend that this item be deferred to the January 22, 2026 Special Committee of the Whole - Budget meeting.

CARRIED

**7.3 2025 Unsuccessful Tax Sale Properties**

389-2025-Corporate Services-Revenue seeking endorsement from the Finance and Administration Standing Committee to vest properties that did not sell in the 2025 tax sale.

MOVED BY: Councillor Brian Hamilton  
SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 389-2025-Corporate Services-Revenue 2025 Unsuccessful Tax Sale Properties, we request endorsement of the Standing Committee to forward the following recommendations to City Council:

WE RECOMMEND THAT Administration be authorized to enter into an agreement with the Crown relative to any Crown liens registered against the following property that did not sell in the 2025 tax sale:

Roll Number	Address	Balance at December 1, 2025
04.140.01600.0000	208 Simpson Street	\$202,631.51

AND THAT upon entering into an agreement with the Crown relative to any Crown liens, the City Treasurer vest the following property in the name of the municipality, having low environmental risk and that the property be declared surplus to municipal needs and either demolished and sold or sold in an “as is” “where is” condition on the open market:

Roll Number	Address
04.140.01600.0000	208 Simpson Street

AND THAT upon the vesting of the property, taxes be written off as uncollectible;

AND THAT immediately upon the vesting of property, Administration take the appropriate steps to manage all risks associated with ownership of the property;

AND THAT the Director – Development Services be authorized to execute all required documentation with respect to the sale of the property in a content and form satisfactory to the Manager - Realty Services;

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

CARRIED

## 8. **Adjournment**

The meeting adjourned at 7:35 p.m.



## Quality of Life Standing Committee Meeting Minutes

**Tuesday, December 16, 2025, 4:30 p.m.**

**S.H. Blake Memorial Auditorium**

Present: Mayor Ken Boshcoff  
Councillor Andrew Foulds  
Councillor Greg Johnsen  
Councillor Kristen Oliver

Officials: Jeff Walters, Manager – Legislative Services & Deputy City Clerk  
John Collin, City Manager  
Kayla Dixon, Commissioner - Infrastructure & Operations  
Keri Greaves, Commissioner - Corporate Services & City  
Treasurer  
Kerri Marshall, Commissioner - Growth  
Kelly Robertson, Commissioner - Community Services  
Cynthia Olsen, Director - Strategy & Engagement  
Dawne Latta, Deputy City Solicitor  
Jason Sherband, Manager – Solid Waste & Recycling Services  
Kristyn Lovato-Day, Policy & Research Analyst  
Gordon Stover, Committee & Meeting Management System  
Coordinator

**1. Quality of Life Standing Committee in the S.H. Blake Memorial Auditorium (Council Chambers)**

Chair: Councillor Kristen Oliver

**2. Land Acknowledgement**

Councillor Greg Johnsen provided a land acknowledgement.

**3. Disclosures of Interest**

**4. Confirmation of Agenda**

MOVED BY: Councillor Andrew Foulds  
SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to the Tuesday, December 16, 2025 Quality of Life Standing Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

**5. Presentations**

**5.1 Food Action Network of Northwestern Ontario Update**

Sarah Siska, Executive Director - Food Action Network of Northwestern Ontario and Sarah Jensen, Regional Food Systems Coordinator appeared before Committee, provided a PowerPoint presentation and responded to questions.

**5.2 Age Friendly Thunder Bay Update**

Donna Nagy, Chair - Age Friendly Thunder Bay and Rachel Macsemchuk, Vice-Chair - Age Friendly Thunder Bay appeared before Committee, provided a PowerPoint presentation and responded to questions.

**6. Minutes of Previous Meetings**

Minutes of the Quality of Life Standing Committee, held on November 18, 2025, for information.

**7. Reports of Administration**

**7.1 Update - Recycling Depot Operations**

Report 356-2025 - Infrastructure & Operations - Environment seeking endorsement from the Quality of Life Standing Committee for City Council to include Recycling Depot Operations in the draft 2026 Operating Budget.

MOVED BY: Councillor Andrew Foulds  
SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 356-2025-Infrastructure & Operations-Environment, we request endorsement of the Standing Committee for inclusion of Recycling Depot Operations in the draft 2026 Operating Budget for City Council's consideration;

AND THAT Administration continue to work with Circular Materials to confirm the continued operation of the City's 900 Walsh Street recycling depot or an alternate local site to meet their service level obligations under the Blue Box regulations;

AND THAT the City funds the operation of all three existing recycling depots until March 31, 2026 or until a decision is made by Circular Materials on the location of the required Producer operated depot;

AND THAT from April 1, 2026 to December 31, 2026 the City funds the operation of recycling depots at the Landfill Site and one of the two urban locations;

AND THAT Administration report back to Standing Committee by the end of March 31, 2026 on the status of recycling depot operations in the City, and provide an additional update by September 30, 2026 on the future of recycling depot operations in 2027 and beyond;

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

CARRIED

## **7.2 Update – Animal Services Taskforce**

Report 320-2025 - Corporate Services - Licensing & Enforcement seeking endorsement from the Quality of Life Standing Committee for City Council to approve the action plan as presented in the report.

Correspondence received from Valerie Mackett on December 11, 2025 requesting to appear before Committee was distributed separately on Friday, December 12, 2025.

Confidential Memorandum from Keri Greaves, Commissioner – Corporate Services & City Treasurer, dated December 10, 2025 was distributed separately to Members of Council, City Manager, City Solicitor and Commissioner – Corporate Services & City Treasurer only on Friday, December 12, 2025.

Valerie Mackett and David Mackett appeared before Committee, provided a deputation and responded to questions.

MOVED BY: Councillor Andrew Foulds  
SECONDED BY: Councillor Greg Johnsen

WITH RESPECT to Report 320-2025-Corporate Services-Licensing & Enforcement, we request endorsement of the Standing Committee to forward the following recommendations to City Council:

WE RECOMMEND THAT the action plan be approved as presented within the report;

AND THAT the withdrawals of the Animal Control Donation Reserve be amended to "Programming for the health and care of animals in Thunder Bay;"

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

CARRIED

## **8. Adjournment**

The meeting adjourned at 6:23 p.m.



## Ward Meeting Minutes

**Wednesday, November 26, 2025, 7:00 p.m.**

**Thunder Bay 55 Plus Centre**

**700 River Street**

### **1. Red River Ward Meeting 03-2025**

Chair: Councillor Michael Zussino

### **2. Resource Persons**

Aaron Ward, Manager - Engineering

Flo-Ann Track, Council & Committee Clerk

### **3. Welcome and Opening Remarks**

The Chair provided a land acknowledgement and introductory comments.

There were approximately 46 people in attendance.

### **4. Minutes of Previous Meeting**

Minutes of the 02-2025 Red River Ward meeting held on October 2, 2025, for information.

### **5. Intercean Development – Central Avenue Development Lands**

Aaron Ward, Manager - Engineering provided an overview of the Central Avenue Development Lands, historically known as the Intercean Development and responded to questions.

Discussion was held relative to the above noted. Some of the items discussed as follows:

- How we got here/why here?
  - Thunder Bay needs more housing and more housing options

- Most recent study "Thunder Bay Housing Lands Needs Study & Strategy" presented to Council June 2024
- This location was identified as a "Top 10 Sites to Prioritize for Future Development"
  - this is just one component of the various Housing and Growth initiatives the City is working on
    - visit [buildthunderbay.ca](http://buildthunderbay.ca) for more information
- Located in the centre of the City
  - close to urban services and amenities
  - currently has access to municipal watermain, no sanitary sewers or storm sewers
    - 2 sanitary connections available to east from Amber Drive
  - roads are built to various previous standards, combination of paved and gravel, no formal trails or sidewalks, limited street lighting
    - lack of funding in the past and low density did not allow the city to prioritize this area
- High-level estimate concludes the Central Avenue Lands and surrounding lands could accommodate up to 1200 residential units in the long-term (included adjacent lands along Reaume Street and Lakehead University)
- September 2024 successfully secured \$10.4 million Provincial "Housing-Enabling Water Systems Fund" money specifically for underground works (watermain, storm and sanitary sewer, and stormwater management works) covering 73% of eligible costs
- January 2025 successfully secured \$8.64 million Provincial "Housing-Enabling Core Services Fund" money specifically for above-ground works (roadworks - paving, sidewalks & trails, street lighting, intersection improvements) covering %50 of eligible costs
- Preliminary Infrastructure stats:
  - Approximately,
    - 3.2 km sanitary sewers
    - 2.6 km watermains

- 2.6 km storm sewers
  - 2 to 4 new stormwater management facilities
  - 1 km of upgrades to gravel roads including paving, lighting, drainage, sidewalks
  - 2 km multi-use trails
  - intersection improvements
  - widening of McIntyre River crossing
- Revised completion date - March 2029
  - Total anticipated cost \$31.5 million
    - by leveraging and stacking other Federal & Provincial funds, less than \$3 million will be City tax and water/sewer rate funds
- Where are we now?
  - As the contractor, the City has completed several Background and Existing Condition Studies including:
    - Stages 1-3 Archaeological Assessments
    - Conceptual Development Plans
    - Environmental Impact Studies & Species Risk Assessments
    - Stages 1-2 Environmental Site Assessment
    - Geotechnical and Groundwater Investigation & Monitoring
    - Land Use Compatibility study
    - Property Boundary Verification
    - Topographic Surveys
    - Traffic Assessment and Traffic Impact Studies to determine what improvements are required - considers current and future development
    - Municipal Servicing (water distribution, storm & sanitary collection system) and Utility Assessment (hydro, telecommunications, gas)
    - Private Septic System Information - Thunder Bay District Health Unit

- Public Engagement
  - preliminary informal consultation has begun
    - 2 mail-outs to neighbourhood
    - discussion with residents, approval authority agencies, businesses, interest groups & stakeholders
      - all correspondence is being tracked and documented
      - will factor into upcoming formal engagement events and reports to Council
  - Upcoming opportunities for formal public engagement
    - Public Information Centres/Public Open House events will be advertised
    - City Council Public Meetings:
      - any changes to Zoning, create new roads or Surplus city owned lands requires City Council approval
      - affords the public an opportunity to voice any concerns
- Development Plan & Land Use Concepts
  - there are no plans to develop any of the existing baseball diamonds as part of this project
  - Development Plans
    - provide guidance and an overall layout and design of an area including the surrounding area
      - Housing, Retail, Commercial and Health Services, Public Service Facilities, Education, Parks and Green Spaces, Sustainable Mobility
    - framework for how an area should be developed to meet specific criteria
      - land use, servicing, amenities transportation, environmental protection
  - Land Use Concepts

- several high-level draft concepts have been developed but require work based on the findings of studies
  - these draft concepts will be provided for public feedback through formal public engagement
- Where are we going?
  - Finish review of Background & Existing Condition Studies
    - majority of the studies are done
  - Refine Development Plan options for public and stakeholder feedback
  - Plan & proceed with first of several public engagement events and formal public engagement process
- Answers to the following frequently asked questions were provided:
  - What type of new housing & development will be going in?
    - residential, urban low-rise, up to 6 storeys
  - Will I be required to connect to the new sanitary sewer?
    - No, it is not required, but the cost would be minimal during the development phase. If you choose to service your lot later, you will bear the full cost to do so
  - Has any new housing development been approved yet?
    - No
  - How can I ensure Council hears my opinion?
    - provide your feedback at upcoming Information Centres/Public Open House events, provide a deputation to City Council, contact City Council members individually or by email, speak with Administration
  - Is there any benefit to my property?
    - Street lighting, paved roads, sewer
  - What if I wanted to buy or sell land from the City?
    - to view current Properties & Lands for Sale visit the Realty Services website [Realty Services - City of Thunder Bay](#)
    - contact Realty Services to speak to a Property Agent 807-625-2991

- Why hasn't construction started yet?
  - A full review has not been completed
  - Some work will commence in 2026
  - Infrastructure to be completed by 2029
- When will the first formal Public Information Centre be held?
  - 1st Quarter 2026
  - Administration advised that information relating to neighbouring developments will be shared also
- Will my taxes increase?
  - taxes are based on the assessed value of your home
  - if you choose to connect to the sewer your taxes will not increase
  - your water bill will increase if you choose to connect to the sewer
- A resident asked why they did not receive any notice of the development?
  - As per the Planning Act residents residing within 75 metres in all directions of the development receive notice
  - Any resident having questions is welcome to attend the upcoming Public Information Centres/Public Open House events which will be advertised
- A resident asked if the trail along Golf Links Road will be affected?
  - Part of the plan includes trail improvements and the addition of a sidewalk on the opposite side of the street
- A resident asked if the Harbour Expressway has been considered as part of the East/West Trail System, not directly beside the Expressway, but across from the ditch?
  - Bridge work to cross the main drainage ditch (Lion Channel) is included in the 2026 Budget
  - The City has received Provincial ICIP Funding for a Trail System on the north side of the Harbour Expressway, another East/West connection trail from Golf links Road to Memorial Avenue

- A resident asked why is there no trail running north/south along Water Street?
  - The City does not own the land

## 6. 2026 Capital Projects - Red River Ward

The Chair provided an update of the Capital Projects included in the 2026 & 2027 Capital Budget for Red River Ward, currently before City Council and scheduled for ratification on December 2, 2025.

The following information for 2026 construction season was shared:

- Citywide Capital Initiatives
  - TBayTel Multiplex - Fall 2026
  - Victoriaville Revitalization - street work is next step
  - Marina Festival Area Parking Lot Renewal and Road Realignment - first stages of the full reconfiguration of the festival area at Marina Park
    - future work includes the Park, Playground, Berms, Vendor Area, Entrance
- Red River Ward
  - Residential Street Resurfacing
    - Windsor St. from Blucher Ave. to Junot Ave. S.
  - Sidewalk Replacement
    - Algoma St. N. from Red River Rd. to Camelot St.
    - Van Norman St. from Jean St. to Algoma St.
  - New Sidewalk and Multi-Use Trail
    - Oliver Rd. from Burwood Rd. to Golf Links Rd. - Spring 2026
    - Oliver Rd. from Keith Jobbit Dr. to Balmoral St. (carry-over project)
  - Watermain and Sanitary Replacement
    - College St. from Red River Rd. to Hebert St. (continuation from 2 years ago)
  - Watermain Replacement and Pavement Resurfacing

- Madeline St. from River St. to Crescent Ave., Watermain Replacement (River St. to Theresa St.)
  - Road, Intersection, and Storm Water Management Improvements
  - Innova Park Development - Traffic Signal Lights, Sidewalks & Storm Water Pond
  - Innovation Dr. from Golf Links Rd. to 300 metres westerly
  - Golf Links Rd. at Innovation Dr. – New Traffic Signals
  - Sanitary Sewer and Watermain Extension, and Intersection Improvements
  - Burwood Rd. from Oliver Rd. to 100 metres northerly
  - Oliver Rd. at Burwood Rd. – New Traffic Signals
- Sanitary and Storm Sewers, and Watermain Extensions
  - Central Avenue Development Lands
- New Pedestrian Bridge
  - Oliver Rd. at McIntyre River
- Park & Open Spaces Projects
  - Waverley Fountain & Cenotaph Structural, Mechanical and Electrical Design (carry-over project) funded by NOHFC and City
- Capital Facilities Construction Projects
  - 55 Plus Centre - Mechanical upgrades
  - Volunteer Pool & Community Centre - Building Envelope Repairs, Energy and Accessibility upgrades (pending funding approval)
- Hot In Place Pavement Rehabilitation
  - Fort William Rd and Water St. - carried forward to next year

The Chair shared the following information for the 2027 construction season:

- Central Avenue Development Lands - network expansion work will continue
- Juniper Dr. - pavement, streetlights; watermain, from Clarkson St. to Alder Ave.

- Maple Ave. from Windsor St. to Juniper Dr. - pavement, street lighting, watermain
- Alder Ave. will be completed last so construction in the area does not destroy new pavement
- Regent St. between Red River Rd. and Van Norman St. - pavement, sanitary sewer, watermain
- Algonquin Ave. - John St. to Tokio Ave. - sidewalks, street lighting
- Phillips St.- Phillips St. to McAuliffe Cres. - watermain, pavement

## 7. Ward and City Issues

### 7.1 Proposed Surplus of City Owned Lands

Resident Rod Seabrooke Proposed Surplus of City Owned Land - call for proposals re: 300 Tokio Street

A resident raised concerns about the conceptual construction project proposal the City received for a 400-unit apartment complex on Tokio St. between Picton Ave. and Junot Ave; the land is scheduled to be deemed Surplus by City Council on Tuesday, December 2, 2025 for future sale and development.

Discussion was held relative to the above noted. Some of the items discussed as follows:

- the concept that was chosen is out of character for the neighbourhood
- scale of the proposal is too large
- traffic concerns
- privacy
- noise
- three times larger than the Riviera Development on Junot Ave.
- where will that many people park
  - the concept includes underground parking
- seems like the City is fast tracking projects to meet Provincial goals

- the report before Council on Tuesday, December 2, 2025 is to Surplus properties, not to approve any future developments relating to this land
- lack of consultation with the neighbourhood
  - increase area of Notice, regardless of what the Planning Act requires, send more Notices out via mail
  - Call for Proposals was made public on June 2, 2025, closing date July 28, 2025
  - Public Notice was provided at the site, via mail, City website, Media, Facebook
  - Open House was held on November 19, 2025 at the Oliver Rd. Community Centre
- drainage onto abutting properties
  - this is addressed through the Site Plan Control process for all new development
- future need for a fly over
- reduced green spaces in the City
  - well utilized green space in the area - George Burke Park, McIntyre Trail
- City is trying to infill where infrastructure exists
- pollution
- height of the building will reduce light in neighbouring yards/homes
- Condos or rental units?
  - Rental units
- need for affordable housing
- Seniors are remaining in their family home because there are no alternative housing options
- there are not enough housing options on the market
  - more housing options will help to reduce the cost to rent/buy
- How can residents share their concerns with Members of Council

- Make a deputation
- Council contact information can be found on the City of Thunder Bay's [Meet Your City Council - City of Thunder Bay](#) web page
- Contact Realty Services at 807-625-2991

## **7.2 Tents - Unsheltered Homeless**

A resident asked if tents will still be permitted along McVickers Creek after the Temporary Shelter Village is completed.

The Chair advised that there will only be 3 designated locations for tent shelters in the City, the locations have not been confirmed at this time.

## **7.3 Status of Transitional Housing on Tupper**

A resident asked what the status of the proposed transition housing project on Tupper St. is

- The call for proposals resulted in over a dozen submissions which were evaluated and scored, resulting in four leading proposals, the transitional housing project did not meet the criteria for the specific opportunity sites.

## **8. Adjournment**

The meeting adjourned at 8:30 p.m.



## **City of Thunder Bay Appeals Tribunal Meeting Minutes**

**Wednesday, July 23, 2025, 1:00 p.m.**

**McNaughton Room - 3rd Floor, City Hall**

### **1. City of Thunder Bay Appeals Tribunal 01-2025 (Closed Session)**

Chair: Andreas Petersen

### **2. Members**

Andrew Garro

Sarah Hamlin

Shaun Kennedy

Andreas Petersen

### **3. Officials**

Dana Earle, Deputy City Clerk & Secretary to the Appeals Tribunal

Jeff Walters, Incoming Deputy City Clerk & Secretary to the Appeals Tribunal

Katie Piché, Council & Committee Clerk

Adam Carruthers, Supervisor - Municipal Enforcement Services

Jolene Wiwcharyk, Municipal Enforcement Officer

### **4. Establishment of Closed Session - July 23, 2025**

MOVED BY: Andrew Garro

SECONDED BY: Sarah Hamlin

THAT a Closed Session meeting be scheduled for Wednesday, July 23, 2025 at 1:00 p.m. in order to receive information pursuant to the Municipal Act (Section 239 (2)) relative to:

(3.1) the purpose of educating or training the members relative to Appeals Tribunal orientation.

CARRIED

**5. Disclosures of Interest**

There were no disclosures of interest declared.

**6. Training Session - City of Thunder Bay Appeals Tribunal**

Deputy City Clerk Dana Earle provided a PowerPoint presentation relative to the City of Thunder Bay Appeals Tribunal process and responded to questions.

**7. Adjournment**

The meeting adjourned at 1:25 p.m.



## **City of Thunder Bay Appeals Tribunal Meeting Minutes**

**Wednesday, July 23, 2025, 1:30 p.m.**

**McNaughton Room - 3rd Floor, City Hall**

### **1. City of Thunder Bay Appeals Tribunal 02-2025 (Open Session)**

Chair: Andreas Petersen

### **2. Members**

Andrew Garro  
Sarah Hamlin  
Shaun Kennedy  
Andreas Petersen

### **3. Officials**

Dana Earle, Deputy City Clerk & Secretary to the Appeals Tribunal  
Jeff Walters, Incoming Deputy City Clerk & Secretary to the Appeals Tribunal  
Mike Grimaldi, Solicitor - City of Thunder Bay  
Adam Carruthers, Supervisor- Municipal Enforcement Services  
Jolene Wiwcharyk, Municipal Enforcement Services Officer  
Katie Piché, Council & Committee Clerk

### **4. Guests**

Brenda Melick, David Johnston (via MS Teams), Richard Clark (via MS Teams) -  
Property Owners of 335 Rupert Street  
Kie Shiroma, Property Owner of 339 Rupert Street (via MS Teams) and  
Representatives Matthew Smiley (Ericksons LLP), Andrew Paddon (Ericksons  
LLP) and Marcia Broughton (Realtor - via MS Teams)

**5. Disclosures of Interest**

There were no disclosures of interest declared.

**6. Agenda**

**6.1 Appeal to the Property Standards Order for 512 Marks Street South**

Correspondence received on June 10, 2025 from Jatinder Rattan relative to 512 Marks Street South.

Copy of City of Thunder Bay Property Standards Order issued on May 23, 2025 by Municipal Enforcement Officer Matt Mickleburgh.

This item was withdrawn from the agenda and will be presented at the next scheduled Appeals Tribunal Hearing.

**6.2 Appeal to the Property Standards Order for 335 Rupert Street**

Correspondence with attachment received on June 18, 2025 and July 14, 2025 from Brenda Melick, relative to 335 Rupert Street.

Copy of City of Thunder Bay Property Standards Order issued on June 12, 2025 by Municipal Enforcement Officer Jolene Wiwcharyk.

The purpose of Hearing #1 was to review the order on the property known municipally as 335 Rupert Street, Plan 568 Lot 19 REG, Thunder Bay, Ontario as adopted by By-law 095-2022, and the Building Code Act, S.O.1992, c.23 for the maintenance and occupancy of property in the City of Thunder Bay. All of the work was to be completed by August 30, 2025.

Brenda Melick was appealing the order and requesting an extension to the completion date originally set at August 30, 2025.

**Opening Statement - Hearing #1**

The City of Thunder Bay was represented by Supervisor - Municipal Enforcement Services Adam Carruthers and Municipal Enforcement Officer Jolene Wiwcharyk who provided an overview of the steps taken to date relative to the above noted property (335 Rupert Street) and provided photographs of the site under review. These pictures will be kept on file in

the Municipal Enforcement Services Division as well as the Office of the City Clerk.

Brenda Melick detailed the reasons for this appeal.

The Chair asked the Committee for their comments, feedback and if they had any questions or concerns relative to this order.

Brenda Melick and David Johnston responded to questions from the Committee.

Officer Jolene Wiwcharyk responded to questions from the Committee.

### **Decision - 335 Rupert Street**

It was consensus of the Committee that the date of compliance for Item #1 of the Property Standards Order be extended. It states that a Structural Engineer's report is to be undertaken to determine the structural condition and adequacy of the retaining wall. The report is to include the details of the findings of the examination and details of any remedial work required. A copy of the report shall be provided to Municipal Enforcement Services.

It also states that the appellant is to repair the retaining wall and maintain the wall in a structurally sound condition and free from Unsafe Condition or Hazard. Should the deficiencies as listed in the Structural Engineer's Report be repaired, a Report shall be provided by the Structural Engineer at the completion of repairs as to the structural condition and adequacy of the retaining wall; Or, replace the retaining wall, obtaining any required permits and ensuring compliance with the Building Code Act, and any other relevant regulation standards.

These items are to be completed by October 31, 2025.

### **6.3 Appeal to the Property Standards Order for 339 Rupert Street**

Correspondence received on June 18, 2025 and July 17, 2025 from Kie Shiroma (Estate of Noriko Shiroma) and from Ericksons LLP on behalf of the appellant, relative to 339 Rupert Street.

Copy of City of Thunder Bay Property Standards Order issued on June 12, 2025 by Municipal Enforcement Officer Jolene Wiwcharyk.

The purpose of Hearing #2 was to review the order on the property known municipally as 339 Rupert Street, Plan 568 Lot 18 REG, Thunder Bay, Ontario as adopted by By-law 095-2022, and the Building Code Act, S.O.1992, c.23 for the maintenance and occupancy of property in the City of Thunder Bay. All of the work was to be completed by August 30, 2025.

Kie Shiroma was appealing the order and requesting that the order be rescinded.

### **Opening Statement - 339 Rupert Street**

The City of Thunder Bay was represented by Supervisor - Municipal Enforcement Services Adam Carruthers and Municipal Enforcement Officer Jolene Wiwcharyk who provided an overview of the steps taken to date relative to the above noted property (339 Rupert Street) and provided photographs of the site under review. These pictures will be kept on file in the Municipal Enforcement Services Division as well as the Office of the City Clerk.

Representative to the property owner Andrew Paddon detailed the reasons for this appeal.

The Chair asked the Committee for their comments, feedback and if they had any questions or concerns relative to this order.

Representative to the property owner Matthew Smiley responded to questions from the Committee.

Officer Jolene Wiwcharyk responded to questions from the Committee.

Solicitor Mike Grimaldi responded to questions.

Deputy City Clerk Dana Earle provided clarification relative to the authority of the Appeals Tribunal.

Supervisor Adam Carruthers responded to questions.

### **Decision - 339 Rupert Street**

It was consensus of the Committee that the date of compliance of Item #1 of the Property Standards Order for 339 Rupert Street be extended. It states that a Structural Engineer's report is to be undertaken to determine the structural condition and adequacy of the retaining wall. The report is to include the details of the findings of the examination and details of any remedial work required. A copy of the report shall be provided to Municipal Enforcement Services.

It also states that the appellant is to repair the retaining wall and maintain the wall in a structurally sound condition and free from Unsafe Condition or Hazard. Should the deficiencies as listed in the Structural Engineer's Report be repaired, a Report shall be provided by the Structural Engineer at the completion of repairs as to the structural condition and adequacy of the retaining wall; Or, replace the retaining wall, obtaining any required permits and ensuring compliance with the Building Code Act, and any other relevant regulation standards.

The work is to be completed by October 31, 2025.

### **6.4 Appeal to the Property Standards Order for 235 Grenville Avenue**

Correspondence received on June 27, 2025 from Joseph Duchesneau relative to 235 Grenville Avenue.

Copy of City of Thunder Bay Property Standards Order issued on June 12, 2025 by Municipal Enforcement Officer Jolene Wiwcharyk.

The purpose of Hearing #3 was to review the order on the property known municipally as 235 Grenville Avenue, NPEN 280 LOT 77, Thunder Bay, Ontario as adopted by By-law 095-2022, and the Building Code Act, S.O.1992, c.23 for the maintenance and occupancy of property in the City of Thunder Bay. All of the work was to be completed by August 30, 2025.

### **Opening Statement - 235 Grenville Avenue**

The City of Thunder Bay was represented by Supervisor - Municipal Enforcement Services Adam Carruthers and Municipal Enforcement Officer Jolene Wiwcharyk who provided an overview of the steps taken to date relative to the above noted property (235 Grenville Avenue) and provided photographs of the site under review. These pictures will be kept

on file in the Municipal Enforcement Services Division as well as the Office of the City Clerk.

The property owner was not in attendance.

The Chair asked the Committee for their comments, feedback and if they had any questions or concerns relative to this order.

Officer Jolene Wiwcharyk and Supervisor Adam Carruthers responded to questions from the Committee.

### **Decision - 235 Grenville Avenue**

It was consensus of the Committee that Items #1 through #7 of the Property Standards Order for 235 Grenville Avenue be confirmed.

It states the following:

Item 1, Section 6 - Exterior Property: The appellant is to ensure the property is kept free from garbage, waste, and any dilapidated or collapsed structures which may constitute an Unsafe Condition to any persons attending the property.

Item 2, Section 16 – Accessory Buildings: The appellant is to Repair/replace the roof and ensure exterior surfaces are weathertight and renew/repair surfaces when damaged and/or deteriorated.

Item 3, Section 22 – Exterior Walls, Surfaces, Cladding & Masonry: The appellant is to repair the exterior surfaces of the dwelling and maintain the exterior surfaces by painting, restoring and replacing any exterior protective covering when it becomes damaged or deteriorated, ensure exterior surfaces are free from missing, cracked, defective or deteriorated wood, metal siding or trim and ensure all exterior walls and surfaces are weathertight, free from holes, loose or unsecured objects and maintained in good repair.

Item 4, Section 23 – Doors, Windows, Cellars, Hatchways: The appellant is to repair or replace any broken/cracked or missing windows and add exterior door frames on the building. Maintain exterior windows and door framing in good working order, good repair and in a Safe Condition.

Item 5, Section 31 – Demolition of Structures: Should the appellant decide to demolish the Building instead of completing the repairs outlined in "Schedule A," of the Property Standards Order (Line-Item Deficiencies 2, 3, 4, 6, 7) the property shall be cleared of all rubbish and left in a graded and level condition. Demolition activities shall be controlled with appropriate measures to protect surrounding lands.

Item 6, Section 49 – Pest Control: The appellant is to repair any openings on the building that allow conditions for vermin to occupy and infest.

Item 7, Section 35 – Stairs/Handrails/Guards: The appellant is to repair/replace all exterior concrete stairs and maintain all outdoor stairs in good repair so as to be free of holes, cracks, and other defects which constitute Hazards.

All items are to be completed by August 30, 2025.

## **7. Adjournment**

The meeting adjourned at 2:51 p.m.



MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 17/2025  
OF  
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

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**DATE OF MEETING:** November 20, 2025

**TIME OF MEETING:** 10:02 a.m.

**LOCATION OF MEETING:**  
Microsoft Teams &  
3rd Floor Boardroom  
TBDSSAB Headquarters  
231 May Street South  
Thunder Bay, ON

**CHAIR:** Jim Vezina

**PRESENT:**

Albert Aiello  
Ken Boshcoff  
Anne-Marie Bourgeault  
Gordon Cuthbertson  
Chris Eby  
Kasey Etreni  
Greg Johnson  
Kathleen Lynch  
Elaine Mannisto  
Jim Moffat  
Dominic Pasqualino  
Jim Vezina

**REGRETS:**

Meghan Chomut  
Brian Hamilton

**OFFICIALS:**

Ken Ranta, Chief Executive Officer  
Crystal Simeoni, Director, Integrated Social Services Division  
Tafadzwa Mukubvu, Manager, Finance  
Marty Farough, Manager, Infrastructure & Asset Management  
Michael Shafirka, Manager, Information Services  
David Stewart, Supervisor, Purchasing & Inventory Control  
Aaron Park, Manager, Housing & Homelessness Programs  
Dianne Lampi, Manager, Housing Operations  
Dawnette Hoard, Manager, Child Care & Early Years Programs  
Jennifer Lible, Manager, Social Assistance Programs  
Michelle Wojciechowski, Manager, Intake & Eligibility  
Tomi Akinyede, Supervisor, Research & Social Policy  
Carole Lem, Communications & Engagement Officer  
Bindiya Patel, Communications Assistant  
Glenda Flank, Recording Secretary

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Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda items; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CEO refer jointly to the Chief Executive Officer of TBDSSAB and Senior Administrator of TBDHC.

**BOARD MEETING**

DISCLOSURES OF INTEREST

None.

**CONFIRMATION OF BOARD MEETING AGENDA**

Resolution No. 25/76

Moved by: Elaine Mannisto  
Seconded by: Albert Aiello

THAT with respect to the agenda for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for November 20, 2025, we approve the agendas as presented;

AND THAT we approve any additional information and new business.

CARRIED

**MINUTES OF PREVIOUS MEETINGS**

**Board Meetings**

Minutes of Meeting No. 15/2025 (Regular Session) and Meeting No. 16/2025 (Closed Session) of TBDSSAB held on October 16, 2025, presented for confirmation.

Resolution No. 25/77

Moved by: Ken Boshcoff  
Seconded by: Gordon Cuthbertson

THAT the Minutes of Meeting No. 15/2025 (Regular Session) and Meeting No. 16/2025 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on October 16, 2025, respectively, be confirmed.

CARRIED

**CLOSED SESSION MEETING**

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to security of the property of the Board regarding the confidential attachment to Report No. 2025-41 containing the 2026 Capital Budget Project Financial Summary.

Resolution No. 25/78

Moved by: Jim Moffat  
Seconded by: Anne-Marie Bourgeault

THAT the Board adjourns to Closed Session relative to receipt of information with respect to security of the property of the Board regarding the Memorandum from Richard Jagielowicz, Director, Corporate Service providing confidential attachment #3 to Report No. 2025-41 containing the 2026 Capital Budget Project Financial Summary.

CARRIED

**REPORTS OF ADMINISTRATION**

**TBDSSAB Proposed 2025 Operating and Capital Budget**

Report No. 2025-41 (Corporate Services Division) was presented to the Board providing the proposed 2026 TBDSSAB Operating and Capital Budget.

A presentation was provided by Administration with an overview of the 2026 Proposed Budget. A copy of the presentation was distributed at the meeting.

Ken Ranta, CEO provided information regarding the order of the presentation, presented the general organization, Board and CEO sections of the proposed budget and responded to questions.

Tafadzwa Mukubvu, Manager, Finance provided an overview of the Corporate Services Division section of the budget.

Marty Farough, Manager, Infrastructure and Asset Management provided an overview of the capital budget section of the proposed budget and responded to questions.

Crystal Simeoni, Director, Integrated Social Services Division provided an overview of the Integrated Social Services Division section of the budget.

Michelle Wojciechowski, Manager, Intake & Eligibility provided an overview of the Intake and Eligibility section of the proposed budget and responded to questions.

Jennifer Lible, Manager, Social Assistance Programs provided an overview of the Social Assistance Programs section of the proposed budget and responded to questions.

Dawnette Hoard, Manager, Child Care & Early Years Programs provided an overview of the Child Care & Early Years Programs section of the proposed budget and responded to questions.

Aaron Park, Manager, Housing & Homelessness Programs, provided an overview of the Housing Programs section of the proposed budget.

Dianne Lampi, Manager, Housing Operations provided an overview of the Housing Operations Section of the proposed budget.

Ken Ranta, CEO and Crystal Simeoni, Director, Integrated Social Services provided clarification and responded to questions.

Acknowledgement of TBDSSAB Staff

Memorandum from Brian Hamilton, Board Chair, dated November 5, 2025 was presented to the Board providing a recommendation for acknowledgement of TBDSSAB staff.

Resolution No. 25/79

Moved by:                   Albert Aiello  
Seconded by:               Kasey Etreni

THAT with respect to the Memorandum dated November 5, 2025 from Brian Hamilton, Board Chair, we, The District of Thunder Bay Social Services Administration Board (TBDSSB or the Board), hereby appreciate the work that the staff of TBDSSAB do;

AND THAT the work you do is impactful, contributing to community wellness and inter-generational healing;

AND THAT the TBDSSAB staff conduct themselves in ways that have consistently earned the confidence of the Board;

AND THAT that the ongoing dedication of TBDSSAB staff contribute to a stronger, healthier district;

AND THAT the TBDSSAB team continuously satisfies and exceeds performance goals set forth by the Board;

AND THAT the ongoing success of this organization is only made possible by the incredible work and achievements of TBDSSAB staff and its commitment to the district.

CARRIED

At 11:13 a.m. Marty Farough, Manager, Infrastructure & Asset Management, Michael Shafirka, Manager, Information Services, David Stewart, Supervisor, Purchasing & Inventory Control, Aaron Park, Manager, Housing & Homelessness Programs, Dianne

Lampi, Manager, Housing Operations, Dawnnette Hoard, Manager, Child Care & Early Years Programs, Jennifer Lible, Manager, Social Assistance Programs and Michelle Wojciechowski, Manager, Intake & Eligibility left the meeting.

### 2025 Third Quarter Financial Report

Report No. 2025-42 (Corporate Services Division), was presented to the Board providing the 2025 Third Quarter Financial Report, projection to year-end and Key Performance Indicators.

Tafadzwa Mukubvu, Manager, Finance provided an overview of the highlights of the report and responded to questions.

At 11:20 a.m. Ken Boshcoff, Board Member left the meeting.

### 2024-27 Strategic Plan – Third Quarter Update

Report No. 2025-43, (Chief Executive Officer Division) was presented to the Board providing the quarterly update on the 2025 Strategic Plan progress as at September 30, 2025.

Carole Lem, Communications & Engagement Officer provided a brief update regarding the completion of the objectives.

Ken Ranta, CEO provided further information.

#### Resolution No. 25/80

Moved by: Elaine Mannisto  
Seconded by: Jim Moffat

THAT with respect to Report No. 2025-43 (Chief Executive Officer Division) we, The District of Thunder Bay Social Services Administration Board, receive the 2024-27 Strategic Plan – 2025 Third Quarter Update as presented.

CARRIED

At 11:22 a.m. Tomi Akinyede, Supervisor, Research & Social Policy joined the meeting.

**Rural Ontario Municipal Association 2026  
Position Papers**

Report No. 2025-44, (Chief Executive Officer Division) was presented to the Board providing the ROMA 2026 Position Papers.

Ken Ranta, CEO provided information regarding the development of the ROMA position papers and responded to questions.

A discussion was held regarding attendance at the 2026 ROMA conference. Ken Boshcoff, Jim Moffat and Gordon Cuthbertson confirmed their attendance at ROMA on behalf of their municipality.

**Resolution No. 25/81**

Moved by: Anne-Marie Bourgeault  
Seconded by: Kathleen Lynch

THAT with respect to Report No. 2025-44 (Chief Executive Officer Division) we, The District of Thunder Bay Social Services Administration Board (the Board) approve the 2026 Rural Ontario Municipal Association (ROMA) Position Papers as presented;

AND THAT we direct the Chief Executive Officer (CEO) to send the final delegation package to the appropriate provincial Ministries;

AND THAT a copy of the approved delegation briefings package be sent to Thunder Bay District municipal councils for endorsement;

AND THAT the CEO attend the 2026 ROMA Annual Conference to provide support to the Board Chair and other Board members in their meetings with provincial officials regarding these issues.

**CARRIED**

**TBDSSAB Presentations to Municipal Councils**

Memorandum from Kasey Etreni, Board Member, dated October 30, 2025 relative to providing the Board with information and draft policy regarding presentations to Municipal Councils.

Kasey Etreni, Board Member provided an introduction to the memorandum and draft policy and responded to questions.

Ken Ranta, CEO provided further information and responded to questions.

A discussion was held regarding changes to be made to the draft policy presented. On consensus, Administration was directed to circulate the draft policy to all Board Members to provide requested changes to the policy and the item was deferred to the December Board meeting.

**Resolution No. 25/82 - Deferred**

THAT with respect to the Memorandum dated October 30, 2025 from Kasey Etreni, Board Member, we The District of Thunder Bay Social Services Administration Board, approve the Municipal Presentations policy that provides for presentations to municipal councils within its jurisdiction upon request, as presented;

AND THAT the policy defines scheduling of such presentations be coordinated in advance, with sufficient notice, and in a format agreeable to both parties;

AND THAT we authorize the Chief Executive Officer to make amendments to the policy with respect to housekeeping items, as may be required from time to time

**2025 Third Quarter Operational Report**

Report No. 2025-45, (Integrated Social Services Division) was presented to the Board providing the trends within TBDSSAB programs and services.

Tomi Akinyede, Supervisor, Research & Social Policy provided a brief overview on the highlights of the report and responded to questions.

At 12:00 p.m. Tomi Akinyede, Supervisor, Research & Social Policy left the meeting.

**NEW BUSINESS**

None.

**CORRESPONDENCE**

**COCHI – OPHI Investment Plan**

Letter from Tanisha Lewis, Director, Housing Programs Branch, Ministry of Municipal Affairs and Housing dated October 16, 2025 was presented to the Board providing information regarding the approved COCHI – OPHI Investment Plan.

Municipality of Shuniah Representation

Municipality of Shuniah Council Resolution dated October 28, 2025 was presented to the Board providing information regarding a change in representation on the Board.

Ken Ranta, CEO provided a brief update regarding the change in representation for the Municipality of Shuniah.

Ministry of Education Funding

Letter from the Honourable Paul Calandra, Minister of Education dated November 10, 2025 was presented to the Board providing information regarding the extension of funding.

BY-LAWS

First and Final Reading

Resolution No. 25/83

Moved by: Dominic Pasqualino  
Seconded by: Chris Eby

THAT the following By-law be introduced and now be given First and Final Reading, engrossed, signed by the Chair and Chief Executive Officer, sealed and numbered.

A By-law to authorize the form of Housing Operating Agreement to be executed by The District of Thunder Bay Social Services Administration Board and approved non-profit housing providers for post-mortgage operating agreements.

Explanation: A By-law to authorize the form of Housing Operating Agreement following non-profit housing providers mortgage expiry and repeal By-law No. 04-2023.

Authorization: Board Meeting 2025Nov20.

BY-LAW NUMBER 01-2025

CARRIED

**NEXT MEETING**

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on December 11, 2025 at 10:00 a.m., in the 3<sup>rd</sup> Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario and via Microsoft Teams.

**ADJOURNMENT**

Resolution No. 25/84

Moved by: Jim Moffat  
Seconded by: Gordon Cuthbertson

THAT the Board Meeting No. 17/2025 of The District of Thunder Bay Social Services Administration Board, held on November 20, 2025, be adjourned at 12:12 p.m.

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Chair



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Chief Executive Officer



MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 18/2025  
OF  
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

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**DATE OF MEETING:** November 20, 2025

**TIME OF MEETING:** 10:04 a.m.

**LOCATION OF MEETING:** Microsoft Teams &  
3rd Floor Boardroom  
TBDSSAB Headquarters  
231 May Street South  
Thunder Bay, ON

**CHAIR:** Jim Vezina

**PRESENT:**

Albert Aiello  
Ken Boshcoff  
Anne-Marie Bourgeault  
Gordon Cuthbertson  
Chris Eby  
Kasey Etreni  
Greg Johnson  
Kathleen Lynch  
Elaine Mannisto  
Jim Moffat  
Dominic Pasqualino  
Jim Vezina

**OFFICIALS:**

Ken Ranta, Chief Executive Officer  
Crystal Simeoni, Director, Integrated Social Services  
Tafadzwa Mukubvu, Manager, Finance  
Marty Read, Manager, Infrastructure & Asset Management  
Carole Lem, Communications & Engagement Officer  
Bindiya Patel, Communications Assistant  
Glenda Flank, Recording Secretary

**REGRETS:**

Meghan Chomut  
Brian Hamilton

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Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda item; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CEO refer jointly to the Chief Executive Officer of TBDSSAB and Senior Administrator of TBDHC.

**BOARD MEETING**

DISCLOSURES OF INTEREST

None.

## REPORTS OF ADMINISTRATION

### TBDSSAB Proposed 2026 Operating and Capital Budgets

Memorandum from Richard Jagielowicz, Director, Corporate Services Division dated November 4, 2025 was presented to the Board providing confidential attachment #3 to Report No. 2025-41 setting out the financial details of the 2026 Capital Budget Project Summary.

Tafadzwa Mukubvu, Manager, Finance provided a brief overview of the capital budget project summary and responded to questions.

Marty Read, Manager, Infrastructure & Asset Management responded to questions and provided clarification.

## ADJOURNMENT

Resolution No. 25/CS09

Moved by: Dominic Pasqualino  
Seconded by: Kasey Etreni

THAT the Board (Closed Session) Meeting No. 18/2025 of The District of Thunder Bay Social Services Administration Board, held on November 20, 2025, be adjourned at 10:10 a.m., to reconvene in Regular Session to consider the remaining agenda items.

CARRIED

Chair

Chief Executive Officer



## Thunder Bay District Health Unit

### Board of Health Meeting Minutes

**MINUTES OF THE MEETING:** NOVEMBER 19, 2025

**TIME OF MEETING:** 1:00 PM

**PLACE OF MEETING:** FIRST FLOOR BOARDROOM /  
VIDEOCONFERENCE

**CHAIR:** MR. JAMES MCPHERSON

**BOARD MEMBERS PRESENT:**

Mr. Grant Arnold  
Ms. Lucy Belanger  
Ms. Cindy Brand  
Ms. Kasey Etreni  
Mr. Paul Malashewski  
Mr. James McPherson  
Mr. Jim Moffat  
Ms. Cynthia Olsen  
Ms. Donna Peacock  
Mr. Don Smith  
Ms. Kristine Thompson

**ADMINISTRATION PRESENT:**

Dr. Janet DeMille, Medical Officer of Health and  
Chief Executive Officer  
Ms. Diana Gowanlock, Director - Health Protection  
Mr. Dan Hrychuk, Director - Corporate Services  
Ms. Shannon Robinson, Director - Health  
Promotion  
Ms. Dana Wilson, Associate Director –  
Communications & Strategic Initiatives  
Ms. Lauren Paradis, Manager of Finance  
Ms. Tammy Lee Royer, Administrative Assistant –  
Health Protection

**ABSENT:**

Dr. Mark Thibert

**RECORDER:**

Ms. Shelley Oleksuk, Administrative Assistant -  
Health Promotion

#### 1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Chair called the meeting to order at 1:00 PM.

#### 2. ATTENDANCE AND ANNOUNCEMENTS

There were no regrets received from members.

### **3. DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

### **4. AGENDA APPROVAL**

Resolution No. 100-2025

**Moved By:** J. Moffat

**Seconded By:** L. Belanger

THAT the Agenda for the Regular Board of Health Meeting to be held on November 19, 2025, be approved.

CARRIED

### **5. INFORMATION SESSION**

There was no information session scheduled.

### **6. MINUTES OF THE PREVIOUS MEETINGS**

#### **6.1 Thunder Bay District Board of Health**

The Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on October 15, 2025 were presented for approval.

Resolution No. 101-2025

**Moved By:** L. Belanger

**Seconded By:** J. Moffat

THAT the Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on October 15, 2025, be approved.

CARRIED

#### **6.2 Board of Health Executive Committee**

The minutes of the Thunder Bay District Board of Health Executive Committee meetings held on June 18, 2025 and September 17, 2025, were provided to the Board for information.

## **7. MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the previous meeting minutes.

## **8. BOARD OF HEALTH (CLOSED SESSION) MEETING**

Resolution No. 102a-2025

**Moved By:** Lucy Belanger

**Seconded By:** D. Smith

THAT the Board of Health move into Closed Session to receive information related to:

- labour relations or employee negotiations; and
- negotiations carried on behalf of the Board; and
- information explicitly supplied in confidence to the Board by the Province.

CARRIED

At 1:08 PM, the Board of Health moved into Closed Session, and the following individuals left the meeting:

- Dr. Janet DeMille, Medical Officer of Health and Chief Executive Officer
- Ms. Diana Gowanlock, Director of Health Protection
- Ms Shannon Robinson, Director of Health Promotion
- Ms. Dana Wilson, Associate Director of Communications & Strategic Initiatives
- Ms. Shelley Oleksuk, Administrative Assistant - Health Promotion
- Ms. Tammy Lee Royer, Administrative Assistant - Health Protection

At 1:28 PM, Dr. Janet DeMille, MOH/CEO returned to the meeting and Mr. Dan Hrychuk, Director of Corporate Services, left the meeting.

At 1:31 PM, Mr. D. Hrychuk, Director of Corporate Services returned to the meeting.

At 1:42 PM, the above noted individuals returned to the meeting, and Ms. Lauren Paradis, Manager of Finance joined the meeting.

## **8.1 Closed Session Report**

The Chair reported that during the Closed Session, the Board received information regarding labour relations and negotiations carried on behalf of the Board along with information explicitly supplied in confidence to the Board by the Province. The Chair indicated that the Board provided direction to Administration on the matters discussed.

## **9. DECISIONS OF THE BOARD**

### **9.1 2026 Mandatory Budgets & Municipal Levy**

Report No. 47-2025 (Finance) relative to providing the Board of Health with the proposed 2026 Mandatory Program (Cost-Shared), Budgets & Municipal Levies, was provided to the Board.

Mr. D. Hrychuk, Director of Corporate Services, provided a presentation on the 2026 Mandatory Budgets and responded to questions and comments from the Board.

Resolution No. 103-2025

**Moved By:** D. Smith

**Seconded By:** J. Moffat

THAT with respect to Report No. 47-2025 (Finance), we recommend that the:

1. 2026 Mandatory Core Program Budget (Cost-Shared) be approved at \$17,522,318 including 133.25 net full time equivalent (FTE) positions, for submission to the Ministry of Health;
2. Municipal Levy be set at \$3,946,670;
3. Remainder of the municipal levy obligation of \$178,987 be funded from the Stabilization Reserve Fund;
4. Safe Food Handling Reserve Fund transfer \$5,000 to the Mandatory Core Program Budget (Cost-Shared);
5. 2026 User Fee Schedule be approved;
6. 100% Indigenous PH: Thunder Bay & District budget be approved at \$592,512, with 4.2 FTE and submitted to the Ministry of Health;

## **9. DECISIONS OF THE BOARD**

### **9.1 2026 Mandatory Budgets & Municipal Levy (cont'd)**

7. 100% Indigenous PH: SLFNHA budget be approved at \$236,526, with 0.60 FTE and submitted to the Ministry of Health;
8. 100% Indigenous PH: Food Sovereignty budget be approved at \$295,072, with 1.70 FTEs and submitted to the Ministry of Health;
9. 100% Northern Fruit and Vegetable Program - Schools budget be approved at \$213,138, with 1.55 FTEs and submitted to the Ministry of Health;
10. 100% Ontario Seniors Dental Care Program budget be approved at \$999,300, with 3.55 FTE and submitted to the Ministry of Health;
11. Land Development Program budget be approved at \$246,120 including 2.00 FTE positions to be funded through Land Development user fees;
12. Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the respective budget submission processes, as required; and
13. Director of Corporate Services and Manager of Finance be authorized to arrange appropriate financing for the funding of the Health Unit operations, if required.

**CARRIED**

### **9.2 Contract Award for Janitorial Services**

Report No. 43-2025 (Finance) relative to providing the Board of Health with recommendations for the award of the Janitorial Services Contract, was provided to the Board.

Mr. D. Hrychuk, Director of Corporate Services, responded to questions and comments from the Board.

## **9. DECISIONS OF THE BOARD**

### **9.2 Contract Award for Janitorial Services (cont'd)**

Resolution No. 104-2025

**Moved By:** J. Moffat

**Seconded By:** D. Smith

THAT with respect to Report No. 43-2025 (Finance), we recommend that the contract for the Janitorial Services for the TBDHU main office (999 Balmoral Street, Thunder Bay) be awarded to K and K Services for a total contract cost of \$212,400 (taxes extra) for the three (3) year term effective January 1, 2026 to December 31, 2028;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to negotiate two (2) additional one (1) year terms subject to satisfactory performance and mutually agreeable terms;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the Janitorial Services contract as required.

CARRIED

### **9.3 TBDSSAB Funding for Tuberculosis Programming**

A memorandum from Ms. D. Gowanlock, Director of Health Protection, dated November 19, 2025, and containing a resolution relative to the above noted, was provided to the Board.

Resolution No. 105-2025

**Moved By:** D. Smith

**Seconded By:** P. Malashewski

THAT we recommend that the one-time grant of \$18,000 from the Thunder Bay District Social Services Administration Board to support tuberculosis programming be accepted;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the budget submission process as required.

CARRIED

#### **9.4 Public Health Ontario Regional Quality Improvement Education Workshop Funding**

A memorandum from Ms. D. Wilson, Associate Director of Communications & Strategic Initiatives, dated November 19, 2025, and containing a resolution relative to the above noted, was provided to the Board.

Resolution No. 106-2025

**Moved By:** J. Moffat

**Seconded By:** D. Smith

THAT we recommend that the funding of \$15,000 from Public Health Ontario for the Quality Improvement Educational session be accepted;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the budget submission process as required.

CARRIED

#### **9.5 Annual Board of Health Holiday Dinner**

A memorandum from Dr. J. DeMille, Medical Officer of Health and Chief Executive Officer, dated November 19, 2025, and containing a resolution relative to the above noted, was provided to the Board.

Resolution No. 107-2025

**Moved By:** K. Etreni

**Seconded By:** C. Olsen

THAT we approve the expenses for the Annual Holiday Dinner to be held on Wednesday, December 17, 2025.

CARRIED

## **10. COMMUNICATIONS FOR INFORMATION**

### **10.1 Interim Financial Reports as of September 30, 2025**

Report No. 45-2025 (Finance) from D. Hrychuk, dated November 19, 2025, relative to providing the Board of Health with the interim financial reports for the quarter ended September 30, 2025, was provided to the Board, for information.

### **10.2 Report from aIPHa Fall Symposium**

The Chair presented a report on the Association of Local Public Health Agencies Fall Symposium held on November 7, 2025, from the members that attended.

### **10.3 Advocacy Related to Upcoming ROMA Conference**

A memorandum from Dr. J. DeMille, Medical Officer of Health and Chief Executive Officer, dated November 19, 2025, regarding advocacy related to the upcoming Rural Ontario Municipal Association (ROMA) conference, was provided for information.

The Board discussed ensuring that briefing notes are available in advance of the conference and agreed to further discussion on this item to be held at the December Board of Health meeting.

## **11. NEXT MEETING**

The next regularly scheduled meeting will be held on Wednesday, December 17, 2025.

## **12. ADJOURNMENT**

Resolution No. 108-2025

**Moved By:** D. Smith

**Seconded By:** J. Moffat

THAT the Board of Health meeting held on November 19, 2025, be adjourned at 2:50 PM.

CARRIED



## **Inter-Governmental Affairs Committee Meeting Minutes**

**Wednesday, October 15, 2025, 4:02 p.m.**

**MS Teams**

### **1. Inter-Governmental Affairs Committee Meeting 08-2025**

Chair: Councillor Kristen Oliver

### **2. Members**

Mayor Ken Boshcoff  
Councillor Shelby Ch'ng  
Councillor Kristen Oliver  
Councillor Dominic Pasqualino

### **3. Officials**

John Collin, City Manager  
Krista Power, Director of Legislative Services & City Clerk  
Leanne Lavoie, Executive Administrator

### **4. Resource Persons**

Larry Joy, Policy Assistant to the Mayor  
Jamie Taylor, CEO – CEDC  
Michelle Williams, Manager – Communications & Public Relations

### **5. Guests**

Summer Spade  
Andrew Wilson  
Kamryn Woloschuk

## **6. Disclosures of Interest**

The Chair, Councillor Kristen Oliver declared a conflict of interest relative to item 10. Letter of Support - Thunder Bay Port as her employer is involved in one of the recommended projects.

## **7. Agenda Approval**

MOVED BY: Councillor Shelby Ch'ng  
SECONDED BY: Councillor Dominic Pasqualino

WITH RESPECT to the October 15, 2025 meeting of the Inter-Governmental Affairs Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

## **8. Confirmation of Previous Minutes**

The Minutes of Meeting 07-2025 of the Inter-Governmental Affairs Committee, held on September 10, 2025, to be confirmed.

MOVED BY: Councillor Dominic Pasqualino  
SECONDED BY: Councillor Shelby Ch'ng

THAT the Minutes of Meeting 07-2025 Inter-Governmental Affairs Committee, held on September 10, 2025, be confirmed.

CARRIED

## **9. Presentation/Deputation**

### **9.1 Bills 5 and C-5**

Correspondence from Sarah Nelson, dated July 28, 2025 requesting to provide a deputation relative to opposition to Bills 5 and C-5.

Andrew Wilson, Kamryn Woloschuk and Summer Spade provided a PowerPoint presentation on behalf of 'Kill Bill 5', a coalition of groups and individuals in the Northwestern Ontario region seeking to repeal Bill 5, the *Protect Ontario by Unleashing our Economy Act*.

There was discussion relative to municipalities' duty to uphold Indigenous

rights and to consult with the Indigenous community. It was noted that the City of Thunder has affirmed that they will always consider treaty rights and will continue to do so. The City's commitment to their duty to consult was also acknowledged. It was noted that it may be an appropriate time for the City to reaffirm its commitment.

MOVED BY: Councillor Shelby Ch'ng  
SECONDED BY: Councillor Dominic Pasqualino

WITH RESPECT to the deputation from members of the coalition 'Kill Bill 5' at the October 15, 2025 Inter-Governmental Affairs Committee Meeting, we recommend that the City's duty and responsibility to consult be referred to Administration for review;

AND THAT the potential of reaffirming the City's commitment in response to the challenges around Bill 5 be considered;

AND THAT Administration report back with a recommendation to the Inter-Governmental Affairs Committee at a future meeting.

CARRIED

#### **10. Letter of Support - Thunder Bay Port**

The Chair, Councillor Kristen Oliver declared a conflict and refrained from discussion relative to Letter of Support - Thunder Bay Port.

At the request of the Chair, Councillor Shelby Ch'ng assumed the Chair.

Correspondence from Hannah Bowlby, Chair - Ontario Marine Council and Maguessa Morel-Laforce, Executive Director - Ontario Marine Council to Hon. Kinga Surma, Minister of Infrastructure, dated August 21, 2025 requesting that the Great Lakes - St. Lawrence Seaway marine solutions and connections be considered in the scope of the feasibility study on establishing an East-West economic and energy corridor, for information.

Correspondence from Roger Souckey, Chair - Thunder Bay CEDC Board of Directors to Hon. Kinga Surma, Minister of Infrastructure, dated September 26, 2025 requesting that the Port of Thunder Bay be included in the scope of the feasibility study on establishing the East-West Canadian Energy Corridor, for information.

CEO – CEDC Jamie Taylor provided information relative to the above noted correspondence, and advised that the Port of Thunder Bay should be identified as a potential port in the proposed East-West Canadian Energy Corridor as there is adequate port capacity.

It was determined that the Mayor would send a letter to the Ministry of Infrastructure, with assistance from CEDC. The letter will be distributed to Council, for information.

Councillor Kristen Oliver resumed the Chair.

#### **11. AMO's Response to the Planned Automated Speed Enforcement Ban**

AMO Policy Update, received September 26, 2025, outlining AMO's response to the planned province-wide ban on municipal automated speed enforcement cameras, for information.

The Chair shared concerns about the above-noted ban and pointed out the benefits of speed enforcement cameras, including improved safety.

It was determined that Thunder Bay does not currently have automated speed enforcement cameras, therefore does not have data to support a recommendation.

#### **12. Support of H.E.R. Elect Respect Campaign**

Correspondence from Kerry Costello, Town Clerk - Town of Smiths Falls, dated October 8, 2025 containing a resolution supporting the Elect Respect Campaign, and calling on other elected officials, organizations and community members to sign the online Elect Respect pledge, for information.

Director of Legislative Services & City Clerk Krista Power provided an overview of the H.E.R. Elect Respect Campaign, a growing movement of leaders and citizens who are committed to respectful debate and communication. Over 100 elected officials have taken the individual pledge so far, as well as 29 municipalities.

It was noted that the pledge could potentially be included with the candidate package for the upcoming municipal election.

### **13. Outstanding Items**

Memorandum from Executive Administrator Leanne Lavoie, dated October 10, 2025 providing the Inter-Governmental Affairs Committee Outstanding Items List, for information.

### **14. New Business**

#### **14.1 Rural Community Immigration Pilot**

Correspondence from Meredith Armstrong, Chair - Ontario's North Economic Development Consortium to Hon. Lena Metlege Diab, Minister of Immigration, Refugees and Citizenship, dated October 8, 2025 advocating for Immigration Pilots for Northern Ontario communities.

CEO – CEDC Jamie Taylor provided an overview of the importance of northern immigration programs for achieving growth objectives in Thunder Bay. It was noted that northern communities that are part of the current program are coming together to advocate for continuation and expansion of rural community immigration pilot programs. Concern about international student caps for northern post-secondary institutions was also noted.

MOVED BY: Councillor Shelby Ch'ng

SECONDED BY: Councillor Dominic Pasqualino

WITH RESPECT to the Rural Community Immigration Pilot, we recommend advocating to the Ministry of Immigration to request that the Federal Government:

- Provide sufficient and sustained immigration allocations under the Rural Community Immigration Pilot to match local labour force needs in the City of Thunder Bay;
- Reconsider international student caps for rural and northern post-secondary institutions which serve as important pipelines for future skilled workers in rural and northern communities;
- Invest in long-term settlement and retention supports, recognizing the essential role of municipalities and community organizations in helping newcomers successfully integrate and remain in northern regions;

AND THAT if approved by City Council, a copy of this resolution be provided to The Honourable Lena Metlege Diab, Minister of Immigration, Refugees & Citizenship; The Honourable Patty Hajdu, MP Thunder Bay - Superior North, and Marcus Powlowski, MP Thunder Bay-Rainy River;

CARRIED

The above noted resolution will be presented to City Council at the November 4, 2025 meeting, for Council's information and input.

**15. Next Meeting**

The next regular Inter-Governmental Affairs Committee meeting is scheduled for November 12, 2025 at 4:00 p.m. via Microsoft Teams.

**16. Adjournment**

The meeting adjourned at 5:17 p.m.



## **Inter-Governmental Affairs Committee Meeting Minutes**

**Wednesday, November 19, 2025, 4:04 p.m.**

**MS Teams**

### **1. Inter-Governmental Affairs Committee Meeting 09-2025**

Chair: Councillor Trevor Giertuga

### **2. Members**

Mayor Ken Boshcoff  
Councillor Mark Bentz  
Councillor Shelby Ch'ng  
Councillor Kasey Etreni  
Councillor Trevor Giertuga

### **3. Officials**

John Collin, City Manager  
Krista Power, Director of Legislative Services & City Clerk  
Leanne Lavoie, Executive Administrator

### **4. Resource Persons**

Larry Joy, Policy Assistant to the Mayor  
Michelle Williams, Manager – Communications & Public Relations  
Kayla Dixon, Commissioner – Infrastructure & Operations  
Gillian Matson, Solicitor II

### **5. Guests**

Tammy Cook, CAO - Lakehead Region Conservation Authority

## **6. Appointment of Chair and Vice-Chair**

Director of Legislative Services & City Clerk Krista Power administered nominations for Chair of the Inter-Governmental Affairs Committee.

Councillor Trevor Giertuga put forward their name for the position of Chair.

There were no other nominations for the position of Chair.

MOVED BY: Councillor Kasey Etreni

SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to the position of Chair on the Inter-governmental Affairs Committee, we recommend that Councillor Trevor Giertuga be appointed Chair of the Committee until November 14, 2026, or until such time a replacement has been appointed.

CARRIED

Krista Power administered nominations for Vice-Chair of the Inter-Governmental Affairs Committee.

Councillor Kasey Etreni nominated Councillor Shelby Ch'ng for the position of Vice-Chair. Councillor Shelby Ch'ng agreed to let their name stand for the position of Vice-Chair.

There were no other nominations for the position of Vice-Chair.

MOVED BY: Councillor Kasey Etreni

SECONDED BY: Councillor Trevor Giertuga

WITH RESPECT to the position of Vice-Chair on the Inter-governmental Affairs Committee, we recommend that Councillor Shelby Ch'ng be appointed Chair of the Committee until November 14, 2026, or until such time a replacement has been appointed.

CARRIED

Councillor Trevor Giertuga assumed the Chair.

## **7. Disclosures of Interest**

## **8. Agenda Approval**

MOVED BY: Councillor Shelby Ch'ng  
SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to the November 19, 2025 meeting of the Inter-Governmental Affairs Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

## **9. Confirmation of Previous Minutes**

MOVED BY: Councillor Mark Bentz  
SECONDED BY: Councillor Shelby Ch'ng

THAT the Minutes of Meeting 08-2025 Inter-Governmental Affairs Committee, held on October 15, 2025, be confirmed.

CARRIED

## **10. Presentation/Deputation**

### **10.1 Lakehead Region Conservation Authority**

CAO - Lakehead Region Conservation Authority Tammy Cook appeared before committee and provided a PowerPoint presentation relative to the implications of Bill 68, and the Environmental Registry of Ontario (ERO) Notice 025-1257.

The presentation included:

- Background of Lakehead Region Conservation Authority (LRCA)
- Overview of mandatory and non-mandatory programs run by LRCA
- Overview and history of the Neebing-McIntrye Floodway and other LRCA projects
- Review of two proposals by the Provincial Government: Bill 68 Plan to Protect Ontario, and ERO Notice 025-1257
- The Provincial Government proposes consolidating Ontario's 36 conservation authorities into seven large regional bodies under a new Ontario Provincial Conservation Agency, removing local governance
- LRCA would become part of the Huron-Superior Regional Conservation Authority, which would include 80 municipalities

- Huron-Superior Regional Conservation Authority hub is 1300 km away from Thunder Bay
- There would be less representation from the north, therefore there is concern that regional priorities may not be heard
- Assets, debts and reserves would be pooled with other municipalities, LCRA has significant reserves, including \$3.6 million which is solely for Thunder Bay, the majority of which is set aside for the floodway
- Some municipalities in the proposed regional conservation authority have no debt, and some have large debt
- Budget would be set by region in the future
- Provincial Government is asking for input on the proposed changes
- LRCA Board discussed potential options for a regional conservation authority, and they propose adding an 8th region, Northwestern Ontario Regional Conservation Authority
- Next steps were reviewed

There was discussion relative to the concerns raised regarding Bill 68 and ERO Notice 025-1257. It was noted that the Mayor's office would reach out to the Hon. Kevin Holland, MPP - Thunder Bay Atikokan.

The Government of Ontario is seeking consultation relative to the proposed changes. Comments may be submitted via the ERO website until December 22, 2025.

MOVED BY: Councillor Shelby Ch'ng  
 SECONDED BY: Councillor Kasey Etreni

WITH RESPECT to Bill 68 and ERO Notice 025-1257, we recommend that City Council advocate to the Government of Ontario to maintain local, independent, municipally governed, watershed-based conservation authorities to ensure strong local representation in decisions related to municipal levies, community-focused service delivery, and the protection and management of conservation lands;

AND THAT while we support provincial goals for consistent permit approval processes, shared services and digital modernization, imposing a new top-down agency structure without strong local accountability and governance risks creating unnecessary cost, red tape, and bureaucracy, thereby undermining efficiency and responsiveness to local community needs;

AND THAT City Council support efforts to balance expertise, capacity, and program delivery across the province, and request that the Province work collaboratively with municipalities and local conservation authorities to determine the most effective level of strategic consolidation to achieve both provincial and local objectives;

AND THAT City Council be opposed to the proposed “Huron-Superior Regional Conservation Authority” boundary configuration outlined in Environmental Registry Notice 025-1257;

AND THAT City Council recommend that the Lakehead Region Conservation Authority form the “Northwestern Ontario Regional Conservation Authority”;

AND THAT the Ministry engage directly with affected municipalities of the Lakehead Region Conservation Authority, before finalizing any consolidation boundaries or legislative amendments;

AND THAT careful consideration be given to the financial ownership of reserve funds that have been collected by the LRCA over many years, through municipal funding;

AND THAT a copy of this resolution be forwarded to:

- The Environmental Registry of Ontario consultations prior to the deadline of December 22, 2025,
- The Minister of the Environment, Conservation and Parks and the Opposition critics,
- Local Members of Provincial Parliament,
- Local Members of Parliament,
- The Association of Municipalities of Ontario,
- Conservation Ontario,
- All local municipalities within the LRCA Area of Jurisdiction, and
- All Conservation Authorities in Ontario;

CARRIED

The above noted resolution will be presented to City Council at their December 2, 2025 meeting, for Council's information and input.

## **11. Rural Ontario Municipal Association (ROMA) 2026 Conference**

The 2026 Rural Ontario Municipal Association (ROMA) Conference will be held January 18-20, 2026 in Toronto, Ontario.

There was discussion relative to the effectiveness of delegations at conferences vs. dedicated lobby days. In the past, dedicated lobby days could be scheduled for a municipality to see many Ministers and spend more time with them. It was noted that CAOs of Ontario municipalities were advised that lobby days will be limited because Ministers are accessible at ROMA and AMO.

There was discussion relative to how many members of IGAC would attend ROMA. It was noted that most delegations include two to four representatives. Those who have attended recent conferences advised that there is value in attending.

MOVED BY: Councillor Kasey Etreni  
SECONDED BY: Councillor Mark Bentz

WITH RESPECT to the 2026 ROMA Conference, being held January 18-20, 2026, we recommend that all expenses for this conference be paid for Mayor Ken Boshcoff, Councillor Trevor Giertuga, Councillor Shelby Ch'ng, City Manager John Collin and Policy Assistant Larry Joy;

AND THAT these expenses be paid through the Inter-Governmental Affairs Committee budget.

CARRIED

Advocacy strategy going forward will be discussed further at the December 10, 2025 IGAC meeting.

## **12. Correspondence**

### **12.1 Request for Support – Modernization of Northern Ontario Highways**

Correspondence from Jason Veltri, Executive Coordinator - Northwestern Ontario Municipal Association (NOMA), dated November 3, 2025 requesting support for a resolution advocating for the modernization of Northern Ontario's highway network through a coordinated 2+1 program.

There was discussion relative to the correspondence.

MOVED BY: Councillor Mark Bentz  
SECONDED BY: Councillor Shelby Ch'ng

WITH RESPECT to correspondence from Jason Veltre, Executive Coordinator - NOMA, dated November 3, 2025, we recommend that the Mayor's office follow up with Hon. Kevin Holland, MPP - Thunder Bay Atikokan.

CARRIED

## **12.2 Buy Canadian with VIA Rail Procurement**

Correspondence dated November 5, 2025 from Charla Robinson, President - Thunder Bay Chamber of Commerce and Jamie Taylor, CEO - Thunder Bay Community Economic Development Commission to The Right Honourable Mark Carney Prime Minister of Canada, requesting that the Buy Canadian Policy announced in September 2025 be applied to VIA Rail's upcoming rail car procurement.

There was discussion relative to the correspondence. It was noted that Mayor Ken Boshcoff also sent a letter to Prime Minister Carney relative to the Buy Canadian Policy and VIA Rail.

MOVED BY: Councillor Mark Bentz  
SECONDED BY: Councillor Shelby Ch'ng

WITH RESPECT to correspondence dated November 5, 2025 from Charla Robinson, President - Thunder Bay Chamber of Commerce and Jamie Taylor, CEO - CEDC, we recommend that the issue of advocating for applying the Buy Canadian Policy to VIA Rail's upcoming rail car procurement be referred to City Council for discussion.

CARRIED

## **13. Outstanding Items**

Memorandum from Executive Administrator Leanne Lavoie, dated November 13, 2025 providing the Inter-Governmental Affairs Committee Outstanding Items List, for information.

## **14. New Business**

**15. Next Meeting**

There was discussion relative to whether meetings should continue virtually or be in person. Some members requested a later start time, particularly for in person meetings. It was noted every second meeting could be in person, starting at 5:00 p.m., with virtual meetings starting at 4:00 or 4:30 p.m. It was also noted that meeting should be in person when MPs or MPPs are invited.

It was determined that the schedule will be discussed further at the next IGAC meeting.

The next regular IGAC meeting is scheduled for December 10, 2025 at 4:00 p.m. via Microsoft Teams.

**16. Adjournment**

The meeting adjourned at 5:26 p.m.



# **City Council Report**

**REPORT NUMBER** 012-2026-Corporate Services-Revenue

**DATE**

**PREPARED**

December 17, 2025

**FILE**

**CITY COUNCIL** January 13, 2026

**MEETING DATE**

**SUBJECT** 2025 Unsuccessful Tax Sale Properties

## **RECOMMENDATION TO CITY COUCIL**

WITH RESPECT to Report 012-2026-Corporate Services-Revenue, we recommend that Administration be authorized to enter into an agreement with the Crown relative to any Crown liens registered against the following property that did not sell in the 2025 tax sale:

Roll Number	Address	Balance at December 1, 2025
04.140.01600.0000	208 Simpson Street	\$202,631.51

AND THAT upon entering into an agreement with the Crown relative to any Crown liens, the City Treasurer vest the following property in the name of the municipality, having low environmental risk and that the property be declared surplus to municipal needs and either demolished and sold or sold in an "as is" "where is" condition on the open market:

Roll Number	Address
04.140.01600.0000	208 Simpson Street

AND THAT upon the vesting of the property, taxes be written off as uncollectible;

AND THAT immediately upon the vesting of property, Administration take the appropriate steps to manage all risks associated with ownership of the property;

AND THAT the Director – Development Services be authorized to execute all required documentation with respect to the sale of the property in a content and form satisfactory to the Manager - Realty Services;

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

## **EXECUTIVE SUMMARY**

City Council authorized tax registration and sale proceedings for 331 properties in 2023 and 432 properties in 2024 that were in two years of tax arrears. Arrears were paid on 716 properties, and extension agreements were approved for 39 properties. A tax sale was held in June 2025 resulting in seven properties being sold. This report recommends an approach to deal with the remaining one property that did not sell in the 2025 tax sale.

Within two years from the tax sale date, a municipality can vest the properties that did not sell. Upon vesting, a property is free and clear of Provincial liens, but Federal liens remain on a property, therefore the municipality would enter into agreements with the Crown relative to any Federal liens. After a failed tax sale, the municipality can also write-off outstanding taxes owing on a property, allowing the municipality to recover the education portion of the taxes that have already been passed on to the school boards.

The *Environmental Protection Act* provides some protective measures for municipalities vesting property as a result of unsuccessful tax sale proceedings, but that protection is limited. Therefore, environmental pre-screening is conducted to help inform whether a property should be vested. The one property subject to this report has been assessed as having low environmental risk and is recommended to be vested and sold on the open market.

## **DISCUSSION**

Each year, City Council authorizes tax sale proceedings for properties that are two years in tax arrears. A tax arrears certificate is registered, and the property owner/interested party has one year to pay the property tax account in full (cancellation price) or enter into an extension agreement.

If the cancellation price is not paid or an extension agreement is not executed within one year of the tax arrears certificate being issued, the property is offered for public sale.

The chart below provides details of the number of properties that were approved for tax registration and sale proceedings.

Year Approved	# Properties Approved	# Properties Paid Before Tax Sale	# Properties Entered into Extension Agreements	# Properties Sold	# Properties Not Sold
2023	331	313	14	3	1
2024	432	403	25	4	0

This report recommends an approach to dealing with the one property that did not sell in the 2025 tax sale. See Attachment 1 for further details of the property recommended to vest. This approach is consistent with the Vacant & Dilapidated Buildings program and provides an opportunity to assess and respond to a vacant building in a priority area.

### **Provincial and Federal Crown Liens**

There is legislation that applies to Provincial Crown liens. Section 353 of the *Municipal Act, 2001* provides that upon vesting, a property vests free and clear of Provincial liens, but if it is subsequently sold within seven years by the municipality, then net sale proceeds are to be proportionally shared among Crown lien holders and the City in relation to amounts written off. If a municipality sells a property after seven years, all proceeds are retained by the municipality.

Although there is no similar legislation at the Federal level, historically Federal lien holders have been receptive to arrangements that mirror Provincial legislation.

A Federal lien has been registered against the subject property.

Administration is recommending that it be authorized to enter into agreements with the Federal lien holder, whereby liens will be removed from the property and upon sale of the land, any proceeds net of costs incurred by the municipality will be shared in an agreed upon manner with the Federal lien holder. The recommendation to vest the property is subject to reaching an acceptable agreement with the Federal lien holder.

### **Environmental Risks**

The *Environmental Protection Act* provides some protective measures for municipalities vesting property as a result of unsuccessful tax sale proceedings. Protection is limited to a period of five years from the date the municipality becomes the owner of the property. During that time, the Province will not issue any orders under the *Environmental Protection Act* to the municipality with respect to the property because of the presence or discharge of a contaminant on, in or under the property, unless any of the following circumstances exist:

1. There is danger to the health or safety of any person
2. There is impairment or serious risk of impairment of the quality of the natural environment for any use that can be made of it.
3. There is injury or damage or serious risk of injury or damage to any property or to any plant or animal life.

This legislation provides a five-year period of protection for the municipality to vest and sell off property that could potentially have contamination issues.

The subject property is identified as having a low environmental risk and is recommended to vest in the name of the municipality, declared surplus to municipal needs and advertised for sale on the open market or demolished as may be determined following vesting.

### **Write Off of Taxes**

The Municipality can recover the education portion of the taxes from school boards when the taxes are written off. The education taxes that were billed have already been passed on to the school boards on the assumption the municipality would collect them. Recognizing them as uncollectible and writing them off will allow the municipality to recover the monies advanced in previous years. If a property is sold within seven years of vesting, and the cancellation price exceeds \$10,000, the municipality is required to share the net sale proceeds in proportion to amounts written off with the school boards.

Administration is recommending that upon the vesting of the property, taxes be written off as uncollectible, thereby allowing the municipality to recover \$21,953.68 from the respective school boards.

### **CONSULTATION**

Administration sought feedback and endorsement of this recommendation from the Finance and Administration Standing Committee on December 9, 2025. The Committee endorsed the recommendations as contained in this report.

### **FINANCIAL IMPLICATION**

The municipal portion of arrears totaling \$180,677.83 recommended for write-off has been accounted for in the 2025 operating budget.

The education portion of arrears totaling \$21,953.68 recommended for write-off will be recovered from the respective school boards.

If demolition of the property is deemed necessary, those costs would be eligible for funding from the Vested Property Rehabilitation Reserve Fund. This reserve fund is intended to provide funds for the restoration of properties that are no longer generating taxation revenues and are not considered saleable due to environmental or other concerns. Any use of the fund for this purpose would require further approval from City Council.

### **BACKGROUND**

The *Municipal Act, 2001* provides a two-year deadline from the date of a tax sale for the Treasurer to make a decision to vest a property in the name of the municipality. If after the two-year deadline, the property has not been vested, tax sale proceedings are deemed to have been cancelled. The *Municipal Act, 2001* also provides authority for Council to write off unpaid taxes as uncollectible after an unsuccessful tax sale whether or not the property vests in the municipality.

## Corporate Report 012-2026-Corporate Services-Revenue

In 2008, City Council approved a Tax Sale Vesting Policy. The policy establishes guidelines with respect to the management of unsuccessful municipal tax sale properties. The intent of the Policy is to provide an equitable and advantageous method to restore under-utilized and potentially contaminated properties to productive tax generating uses. However, the Policy does provide consideration for situations, whereby an unsuccessful tax sale property may have characteristics that would make vesting not viable and, in these situations, proceedings are cancelled.

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

Attachment 1 – Details of Unsuccessful Tax Sale Properties Recommended to Vest

### ***REPORT PREPARED BY***

Kathleen Cannon, CPA, Director-Revenue

### ***REPORT SIGNED AND VERIFIED BY***

Keri Greaves, CPA, Commissioner – Corporate Services & City Treasurer

12/18/2025 (MM/DD/YEAR)

## **208 SIMPSON STREET**

### **PROPERTY DETAILS:**

Roll Number: 04.140.01600.0000  
Legal Description: PLAN 54 BLK 2 LOT 4 TO 5  
Area: 477.63 sm (5,141.2 sf.), Frontage 50 feet Depth 102.82 feet  
Pin Number: 62072-0128

### **EXISTING STATUS:**

Structures: 2 Storey Commercial Building with Residential  
Taxes Outstanding: \$202,631.51  
Current Assessment: \$86,000  
Crown Lien(s): Ministry of Finance - \$971,119 plus interest  
Canada Revenue Agency - \$1,852 plus interest  
Present Official  
Plan Designation: Service Commercial  
Present Zoning: Service Commercial Zone  
Present Use: Vacant building

### **RECOMMENDATIONS:**

Disposal Method: Open market sale  
Appraisal Required: Yes  
Appraisal Value: To be determined

### **ENVIRONMENTAL ISSUES:**

No knowns issues

Low risk

### **COMMENTS:**

The property is not required for municipal purposes. Administration recommends that this property be vested and either demolished and sold or sold in an "as is" "where is" condition on the open market



CITY OF <b>Thunder Bay</b> Growth Department	LOCATION PLAN - TAX SALE					
	208 Simpson St					
	LEGAL: PLAN 54 BLK 2 LOT 4 TO 5					
	Prepared By:	CK	Date:	2025-09-08	Scale:	As Noted
	Commissioner:	Kerri Marshall	Author:	JT	File No:	25-502139RS
	LRO PIN:	620720128	Roll No:	5804040140016000000		

FILE: 10419404040140016000000\_AERIAL PHOTOGRAPHY DIGITAL MAPPING RELATED DATA & REALTY SERVICES SURPLUS LAND/IMPROVEMENTS 202503\_502139RS\_00011803\_00011803\_00011803\_00011803\_00011803\_00011803

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**REPORT NUMBER** 023-2026-Corporate Services-Licensing & Enforcement

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**DATE**

**PREPARED** December 17, 2025

**FILE**

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**CITY COUNCIL** January 13, 2026

**MEETING DATE**

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**SUBJECT** Animal Services Taskforce Update

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## **RECOMMENDATION TO CITY COUCIL**

WITH RESPECT to Report 023-2026-Corporate Services-Licensing & Enforcement, we recommend that the action plan be approved as presented within the report;

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

## **EXECUTIVE SUMMARY**

This report presents an update on the Animal Services Taskforce and its recommendations.

The Taskforce identified five priority focus areas to fill gaps in animal services in the community:

1. Strategic Planning - Rebuilding and Strengthening Animal Services as a Core Municipal Function
2. Building and Managing Sustainable Rescue Partnerships
3. Staffing, Training, and Internal Structure
4. Securing Consistent and Accessible Veterinarian Care
5. Community Programs, Public Education and Outreach

Within these priorities, the Taskforce presented a number of goals and recommendations. This report outlines a proposed action plan developed from the Taskforce recommendations.

## **DISCUSSION**

While the Municipal Services Pound was never closed, its function was altered during the early years of COVID. In response to public calls for change, through Report 112-2025 – Update – Animal Services Review, Administration committed to forming an Animal Services

Taskforce to gather feedback and conduct a gap analysis on services for animals in the City of Thunder Bay.

### **The Task Force**

In June 2025, there was a callout for membership for the Taskforce. Twenty-seven (27) applications were received, and twelve (12) members were chosen through a review process. Members included representatives from past and current rescue groups, as well as residents with an interest and background in animal well-being in the community. Two City staff members also participated.

To ensure focussed, impartial, and respectful conversations, and in accordance with Supply Management By-law 359-2024, Administration recruited Kari Chiappetta Consulting to facilitate Taskforce discussions, lead activities for strategic analysis, and provide a report summarizing the consultation. Kari Chiappetta Consulting has been providing facilitation, training, and staff development services since 2006, is certified in a range of facilitation techniques, and comes highly recommended in the social services sector.

The facilitator's role was to establish a safe and respectful place for open discussions and to consolidate the information provided by the members of the Taskforce; recommendations presented in the final summary report relied only on the expertise of the Taskforce members.

The Taskforce met three times throughout September 2025. To ensure respectful and focussed discussion, the first meeting began with the members setting explicit conduct guidelines, including being respectful and kind, concentrating on current solutions, and maintaining confidentiality of the work of the Taskforce. Members were not to discuss their participation or post online about Taskforce activities in any capacity, and the City would be the voice of the Taskforce. The majority of members stated their preference to keep their identities confidential regarding their work with the Taskforce. All members agreed to these guidelines, and the guidelines were appended to every subsequent meeting agenda. The remainder of the initial meeting was spent discussing the history of Animal Services, current state of Municipal Pound services, gaps in the system, and answering questions.

During subsequent meetings, the Taskforce conducted a SWOT Analysis: a strategic planning activity where members identified perceived strengths, weaknesses, opportunities, and threats to animal services and well-being in the City of Thunder Bay. From this analysis, five priority focus areas were identified:

1. Strategic Planning - Rebuilding and Strengthening Animal Services as a Core Municipal Function
2. Building and Managing Sustainable Rescue Partnerships
3. Staffing, Training, and Internal Structure
4. Securing Consistent and Accessible Veterinarian Care
5. Community Programs, Public Education and Outreach

Within these priorities, a number of goals and recommendations were provided. Upon review by Administration, some Taskforce recommendations were determined to be unachievable or too imposing on community partners. For example, it was recommended that the City create a by-law requiring animal rescues to be licensed, akin to a kennel business, setting out requirements for operation. It is Administration's position that this would be directing the work of other community organizations and could potentially create hardship for smaller rescues, leading to more gaps in the system.

Discussions at the meeting were focused on actions to take in the short-term to minimize gaps in the system, with longer-term actions to result in the re-establishment of the shelter model. It should be noted that the recommendations provided by the Taskforce were in pursuit of opening a fully functional animal shelter, including full adoption practices.

Administration is not recommending a return to full shelter-based services at this time, as there is substantial work to do to update policies, procedures, and by-laws to adhere to best practices. There are also resourcing restrictions in the short-term, including staffing and facility availability that will not allow for the service levels required to run a full animal shelter at this time.

Other Taskforce recommendations have been modified and included in the Action Plan. For example, it was recommended that the City set up a donation reserve fund to support rescue activities. As the Animal Control Donation Reserve already exists, the recommendation has been modified to amend the eligible withdrawals to be more inclusive.

The full list of Taskforce recommendations and Administration's responses are included as an attachment to this report.

### Action Plan

The following action plan is being recommended by Administration:

#### **Priority 1 – Strategic Planning – Rebuilding and Strengthening Animal Services as a Core Municipal Function**

Item Number	Recommendation/Action	Completion Timeline
1a	Set up ongoing communication structures – including a Partnership Table led by the City.	Short Term
1b	Undertake a public engagement/education campaign – highlight what we do and a rebrand away from “Pound.”	Short to Medium Term
1c	Revise by-laws, polices & procedures to reflect best practices.	Medium Term

Item Number	Recommendation/Action	Completion Timeline
1d	Launch microchip education and blitz programs (in partnership with vets, community partners, and other city services).	Long Term

## Priority 2 - Building and Managing Sustainable Rescue Partnerships

Item Number	Recommendation/Action	Completion Timeline
2a	Modify the allowable withdrawals from the Animal Control Reserve to allow for any programs benefiting the health of animals in the City.	Short Term – Q1 2026
2b	Create an Adoption Pipeline to reduce animal length of stay – collaboration with community partners, adoption events/promotions, with Partnership Table.	Short Term
2c	Clear agreements with partners, outlining responsibilities, communication, and expectations.	Medium Term

## Priority 3 - Staffing, Training, and Internal Structure

Item Number	Recommendation/Action	Completion Timeline
3a	Define job roles, mandates and authorities through joint meetings with Provincial Animal Welfare Services and Thunder Bay Police Service.	Short Term
3b	Implement ongoing training and retraining for Municipal Enforcement Officers and Animal Care Attendants for continuous service improvement.	Medium Term

#### **Priority 4 - Securing Consistent and Accessible Veterinarian Care**

Item Number	Recommendation/Action	Completion Timeline
4a	Veterinary services continue to be a challenge in the City. Continue work to engage long-term veterinary partners to offer spay and neuter services as well as emergency veterinary care.	Long Term

#### **Priority 5 - Community Programs, Public Education and Outreach**

Item Number	Recommendation/Action	Completion Timeline
5a	In response to misinformation and a lack of visible resources, launch public education campaigns – who to call, microchipping, spay/neuter, good pet ownership.	Medium Term
5b	Explore partnerships for mobile spay/neuter days with volunteer drivers in the absence of local availability.	Medium to Long Term
5c	Explore providing funding to a rescue for a TNR program	Long Term

Administration will provide status updates annually to City Council, or more frequently as appropriate.

#### **Animal Control Donation Reserve**

The City accepts donations for the benefit of the health and care of animals in the City of Thunder Bay. The Animal Control Donation Reserve was created to deposit these donations and use them for programming, however the withdrawals from this reserve are currently designated only for program costs associated with feral cat Trap, Neuter, and Return (TNR) programs. The City does not currently fund a TNR program.

Since 2020, there have been minimal donations received. The estimated uncommitted balance as of December 2025 is \$144,700.

To more effectively support local rescues and foster partnerships, Administration is recommending an amendment to the withdrawals of the Animal Control Donation Reserve to allow withdrawals for programming for the health and care of animals in Thunder Bay.

This amendment does not exclude TNR programs from being funded, as they will remain eligible, but will provide other programs an opportunity to benefit from funding.

This recommendation will be presented to City Council for approval within the Reserve and Reserve Fund Policy update in early 2026.

### **Improvements to Date**

To date, Administration has implemented the following to alleviate gaps in animal well-being services in the City:

- Updated the online presence to include informational resources and a listing of found pets;
- Responding to at-large animal calls in accordance with the City's animal by-law;
- Created a Leadhand Animal Care Attendant position to foster relationships with community partners and establish a rehoming plan for every animal that is brought in;
- Added another Animal Care Attendant and modified shift schedules to 12-hours per day to provide more enrichment opportunities for the animals in care.

Changes to staffing levels were within the complement in the Licensing and Enforcement Division.

### **CONSULTATION**

Report 320-2025- Update – Animal Services Taskforce was presented to the Quality of Life standing committee on December 16, 2025. Representatives of New Hope Dog Rescue delivered a deputation in response to the Action Plan contained in the report.

Discussion centred around the deputants' position that the goals in the plan are achievable, but that the Action Plan will not be successful without an open shelter. Committee members asked for clarification arising from the deputation, noting that while a full shelter-based service is not currently available, the Municipal Pound has continued to house and return animals running at large, and has made a concerted effort to create options for rehoming stray animals. This includes moving some animals to Southern Ontario in partnership with local community organizations.

The impact of moving forward with the Action Plan on municipal by-law enforcement was also discussed, with Administration clarifying that there is no planned impact on by-law enforcement.

Committee members were supportive of the Action Plan contained in the report, and endorsed the recommendations as presented.

### ***FINANCIAL IMPLICATION***

The immediate actions presented in the report do not have any overall financial implications as they can be implemented within the existing budget. Any additional requirements will be brought forward through the regular budget process.

### ***BACKGROUND***

Report 112-2025 – Update – Animal Services Review was presented on May 5, 2025 for information, providing an update on the review of Animal Services and actions taken to fill gaps identified by the community.

A memorandum dated November 18, 2024 from City Manager John Collin advised City Council that the Commissioner – Corporate Services Keri Greaves would explore the possibility of finding an independent, third-party subject matter expert to conduct a review of the City's animal services model and enhance communication to the public and stakeholders as to the City's role.

Report 149/2020 – Municipal By-law Enforcement was approved on December 14, 2020, providing Administration with the authority to continue to review and amend the organizational structure of Licensing & Enforcement Division, and to continue to advance partnerships with the non-profit and volunteer organizations in support of the welfare of animals.

In February 2014, City Council approved a shift from the “animal control” model to the “animal services” model whereby the City would be an active participant in providing “animal services” in conjunction with community partners.

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

Attachment A – Animal Services Taskforce Recommendations and Responses

### ***REPORT PREPARED BY***

Kristyn Lovato-Day, Research & Policy Analyst – Corporate Services

### ***REPORT SIGNED AND VERIFIED BY***

Keri Greaves, CPA, Commissioner – Corporate Services & City Treasurer

01/06/2026 (MM/DD/YEAR)

Priorities	Actions	Recommended by Administration?	Explanation for Administration Response/Notes	Associated Action Item
Strategic Planning – Rebuilding and Strengthening Animal Services as a Core Municipal Function	Revise by-laws, policies and procedures.	Yes		1c
	Secure council commitment and dedicated funding.	-	Any further funding required will be brought to Council through the Budget process	-
	Public engagement campaign.	Yes	Educate on services provided. Also add a rebrand away from "pound"	1b
	Set up ongoing communication structures (e.g., "Partnership Table" meetings).	Yes	Partnership table meetings monthly or bi-monthly, coordinated by Leadhand	1a
	Create a Strategic Animal Services Advisory Committee (internal + external stakeholders).	Combine with above		1a
	Publish a 1-Year Action Plan with timelines, deliverables, KPIs.	Modified	Present Action Plan to Council (December report) with at least annual report backs	-
	Launch a microchip education + blitz program (partner with rescues, vet clinics, city events).	Yes		1d
Building and Managing Sustainable Rescue Partnerships	Develop and enforce rescue registration/licensing and foster standards.	No	Concern about overstepping on community partners' operations. Standards to be included in official contracts between City and community partners.	2c
	Clear agreements outlining responsibilities, communication expectations.	Yes		2c
	Create an Adoption Pipeline to reduce animal length of stay	Yes		2b
	Increase adoption/foster placement through collaboration with rescues, events and promotions.	Combine with above		2b
	Develop a Rescue Partner Toolkit: Includes agreement templates, care standards, training access.	No	This may be a collective effort discussed at the Partnership Table, but the City should not impose strict rules on partner non-profits	-
	Co-host quarterly Adoption + Education Events with rescue partners.	Yes	Once Partnership Table is arranged	2b
	Set up a donation reserve fund to support rescue activities (transparent, publicly reportable).	No - modified	Modify allowable withdrawals from the Animal Control Donation Reserve to include all programs for the benefit of animals	2a
Staffing, Training, and Internal Structure	Create role clarity - transition from MLEO to dedicated Animal Welfare Officers.	No	MLEOs currently have a structure where mainly Level II is responsible for animal calls; to revisit in the longer-term if model not working	-
	Define job roles, mandates, authority levels.	Yes	Joint meetings with Provincial Animal Welfare Services and Thunder Bay Police Service to align roles and authorities	3a
	First aid, handling, behavior, dispatch triage, biosecurity with ongoing recertification and best practice sharing.	yes	Licensing & Enforcement has implemented a training program and will implement ongoing training for continuous improvement	3b
	Partner with ACT Tactical, PAWS, Humane Canada for certification and online training.	Combine with above	To be researched	3b
	Implement monthly staff briefings and joint trainings with rescue partners.	Yes		1a
	Align bylaws to support animal welfare enforcement clearly and effectively.	Yes		1c

Priorities	Actions	Recommended by Administration?	Explanation for Administration Response/Notes	Associated Action Item
Securing Consistent and Accessible Veterinarian Care	Formal contracts with local clinics, locum programs, and mobile vet services.	Modified	Veterinarian shortage is a barrier. Administration to attempt to find long term veterinary partners; with the introduction of the vet school, this may become easier in the coming years.	4a
	Recruitment of vets and possible partnerships with veterinary school.			
	Explore grant opportunities (Humane Canada, provincial funds) and shared service models with HS and regional shelters.			
	Establish a standing contract or MOU with local vet(s) for spay/neuter and emergency services.			
	Launch a Vet Partnership Strategy with tiered services based on clinic capacity.			
Community Programs, Public Education and Outreach	Public education campaigns	Yes		5a & 1B
	"Who to call" education campaign.	Combine with above		5a & 1B
	Promote microchipping, TNR, spay/neuter.	Combine with above		5a & 1B
	Re-engage "Friends of the Animals" committee.	Yes		1a
	Leverage volunteers for transport, education, and foster support.	No	Could be considered in the long term for walking/adoptions, but currently the facility is not set up for this, and the animals tend to be more difficult to work with than in previous years (aggression).	-
	Partner with HS for mobile spay/neuter days with volunteer drivers.	Yes	Will discuss with Thunder Bay District Humane Society about a program	5b
	Develop a Feral Cat Program in partnership with certified TNR trainers.	No - modified	Fund a rescue to do TNR - vet capacity is a barrier	5c



## Memorandum

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**TO:** Krista Power, City Clerk **FILE:**

**FROM:** Dave Paxton, Fire Chief, Thunder Bay Fire Rescue, Infrastructure & Operations

**DATE:** 12/12/2026 (mm/dd/yyyy)

**SUBJECT:** Amendment to 2026–2027 Fire Services Capital Projects

**MEETING & DATE:** Consent Agenda  
City Council – 01/13/2026(mm/dd/yyyy)

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### Purpose

The purpose of this memo is to request Council approval for the amendment of the 2026 and 2027 capital budget allocations for two Fire Services fleet. Administration is requesting to transfer \$1,000,000 from the 2026 Pumper Truck project budget to the 2026 Aerial Ladder project in order to secure a vendor discount available for early payment. A corresponding adjustment will be made in 2027 to ensure the Pumper Truck project proceeds as originally planned.

### Background

The City's approved multi-year capital budget includes funding for both the Aerial Ladder and Pumper Truck replacement projects, with allocations scheduled across 2026 and 2027.

The vendor supplying the Aerial Ladder has offered a discount contingent upon earlier payment terms. In order to take advantage of these cost savings, additional funding must be available in 2026.

### Proposal

Administration recommends transferring \$1,000,000 from the 2026 Pumper Truck project to the 2026 Aerial Ladder project in order to take advantage of the early payment discount. The same amount will be restored to the Pumper Truck project in 2027 through a corresponding budget adjustment. The Pumper Truck purchase is contemplated for 2027 in the Budget resulting in no delay due to this appropriation.

These adjustments affect only the timing of project funding and do not impact the total approved budgets for either project. The value of the vendor discount (\$90,400.00) will be applied toward additional necessary equipment components for these purchases. Both fleet acquisitions will continue according to their planned schedules.

### **Financial Implications**

The early payment for the Aerial Ladder purchase will result in cost savings for the City by securing the vendor's discount. The proposed reallocation is funding-neutral over the two-year period (2026–2027), as the \$1,000,000 transferred to the 2026 Aerial Ladder project will be restored to the Pumper Truck project in 2027. An appropriation adjustment will be required to reflect the revised distribution of capital funds between the two years; however, the total approved funding for both projects remains unchanged.

### **Recommendation**

Given the above, the following motion is provided for Council's consideration:

WITH RESPECT to Memorandum Amendment to 2026–2027 Fire Services Capital Projects from Dave Paxton dated December 12, 2025 we recommend that Appropriation No. #2-2026 be approved to transfer \$1,000,000 from the 2026 Pumper Truck project to the 2026 Aerial Ladder project, and that an equivalent corresponding adjustment to the 2027 capital projects be made to restore funding to the Pumper Truck project;

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

c.c.: Kayla Dixon, Commissioner, Infrastructure & Operations

### **Attachment**

Attachment A - Appropriation #2-2026 Aerial Ladder Project



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**REPORT NUMBER** 022-2026-Community Services-Recreation & Culture

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**DATE**

**PREPARED** December 16, 2025

**FILE**

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**CITY COUNCIL** January 13, 2026

**MEETING DATE**

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**SUBJECT** 2026 Community, Youth & Cultural Funding Program

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## **RECOMMENDATION TO CITY COUCIL**

WITH RESPECT to Report 022-2026-Community Services-Recreation & Culture, we recommend that Operating Grant requests be capped at 22% of an organization's total budget, up to a maximum of \$40,000;

AND THAT the total cap for the Operating Grant category remain at \$220,000 for the 2027 intake;

AND THAT seed funding requests in the Project Grant category be capped at \$3,000;

AND THAT the revised Community, Youth & Cultural Funding Program Model be approved as attached to reflect changes to the Operating Grant cap and new program governance structure;

AND THAT final Review Team recommendations, including funding appeal outcomes, be reflected in the proposed 2026 Operating Budget for Council's consideration;

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

## **EXECUTIVE SUMMARY**

This report provides information on the recommended Community, Youth & Cultural Funding Program (CYCFP) allocations for the 2026 fiscal year, which will be included in the 2026 budget submission for Council's consideration. This program is the City Council-approved mechanism by which the City of Thunder Bay invests in and supports the operation and sustainability of non-profit community, youth and cultural organizations.

The total recommended funding for 2026 is \$3,169,300. This includes nineteen (19) sustaining/operating grants and \$55,000 to be allocated in-year for project grants. The

CYCFP review process, as approved by Council, has been followed in making the recommendations.

Administration received two (2) appeals. They are the Thunder Bay Art Gallery and the Thunder Bay Community Auditorium. As per the new governance structure for this program, the Finance and Administration Standing Committee fulfills the role of the previously established Community Youth and Cultural Funding Appeals Committee. The Standing Committee reviewed the two (2) appeals and maintained the Review Team's recommendations. The Standing Committee referred the Thunder Bay Community Auditorium's request for engineering support as part of the appeal to Council for consideration from the Thunder Bay Community Auditorium Capital Reserve Fund.

Administration is recommending a cap for individual funding requests in the Operating grant category and for seed funding requests in the Project grant category.

## ***DISCUSSION***

The CYCFP generates significant economic impact. It is a major source of revenue for the 19 organizations that receive operating or sustaining funding through this program, with many relying on the program as core operating funding (Attachment A - 2024-2026 CYCFP Recommendation and Allocation Summary). For every \$1.00 invested through CYCFP, funded organizations leverage \$5.64 in other funding or earned revenue. Organizations receiving funding through this program employ over 558 staff (Attachment B – Funding Impact Infographic).

Each funding recommendation is based on criteria related to community need/impact, financial need, organizational and Board capacity, sustainability, and evidence of other sources of revenue. Applications are evaluated by grant review teams comprised of Administration and community members. Any appeals are reviewed by the Finance and Administration Standing Committee (formerly by the CYCFP Appeals Committee) prior to final recommendations being included in the annual operating budget submission for Council's consideration (Attachment C – Funding Program Model).

### **Operating Grant Request Cap**

The existing funding model includes an annual cap for all recommendations within the operating grant category. This is currently \$220,000. There is currently no cap on the request that an applicant can make in this category.

The recommendation to introduce a cap on each organization's requests within this category will provide a clearer guideline for applicants as they develop their requests. It will also help mitigate the potential for receiving large or unforeseen requests that exceed the total cap for the Operating program. This practice is common in funding programs.

Administration is recommending a cap on individual requests of 22% of an organization's budget (to a maximum of \$40,000). This cap accommodates the funding level of all current recipients in this category.

The Operating Grant category provides operating funding for 1-3 year terms. This category differs from the Sustaining Grant category, which provides core funding to organizations that are deemed as integral to the community, have a proven track record of delivering high quality programs and services, and have been funded for a minimum of 5 consecutive years.

### **Project Grant Request Cap (Seed Funding)**

Currently, all Project Grant requests have a cap of \$10,000, with a total budget of \$55,000. Organizations, collectives and/or individual artists may apply for a special one-time activity or seed funding for a new organization to help cover costs associated with incorporation. The costs of seed funding is typically lower than the cost of larger scale special activities in this category. Introducing a cap will provide more guidance to applicants when determining their request amounts, while providing an opportunity to support a higher number of projects. The number of requests have increased significantly in recent years with increased program awareness efforts. The Project Grant Review Team recommends a cap of \$3,000, which is informed by the budget details submitted within seed funding applications in recent years.

### **Recommendations and Appeals**

Organizations have been notified of Administration's initial recommendations for budget planning and leveraging purposes. For the Sustaining Grant category, the Review Team's recommendations followed budget directives per the Council-approved funding model. One expansion above the budget direction is highlighted for Council's consideration as allowed by the funding model - Regional Food Distribution Association. This recommended expansion is related to increased need to address food insecurity in the community, and increased operating costs related to the organization's recent facility expansion.

Operating and Sustaining organizations may appeal the Review Team's decision if they feel they can provide new or clarifying information. Appeals are now reviewed and considered by the Finance and Administration Standing Committee, based on the approval of Procedural By-law 217-2025.

Two organizations appealed the Review Team's recommendation: Thunder Bay Art Gallery and Thunder Bay Community Auditorium.

While there were only two appeals, other applicants have expressed concern that funding increases in recent years have not aligned with costs of inflation and in some cases, may represent a decrease in the City's portion of the organization's overall budget. Feedback from recipients included a request for Sustaining funding to be indexed to CPI in future years.

## **CONSULTATION**

Administration consulted the Finance and Administration Standing Committee on December 9, 2025. The Committee endorsed the recommendations in Report 388-2025-Community Services-Recreation & Culture. The Committee reviewed the two (2) appeals and maintained the Review Team's recommendations for funding for the Thunder Bay Art Gallery and Thunder Bay Community Auditorium. The Committee passed a referral motion requesting that Administration examine the use of the Thunder Bay Community Auditorium (TBCA) Capital Reserve Fund for the TBCA's request for engineering costs associated with major capital planning for the facility.

## **FINANCIAL IMPLICATION**

The total recommended funding for 2026 is \$3,169,300. This includes nineteen (19) sustaining/operating grants and \$55,000 to be allocated in-year for project grants. All funding recommendations, including those that may require adjustment following the appeal process, will be included in the proposed 2026 Operating Budget for Council's consideration.

## **BACKGROUND**

### **Funding Program**

The Funding Model for the City of Thunder Bay's support of Community, Youth & Cultural service organizations and projects has been adopted by City Council (Report No. 2007.195 - Office of the City Clerk) – F.A.R.G. and Cultural Funding Program Review – (Ad Hoc Committee No. 2). It establishes three funding categories, Sustaining, Operating and Project Grants, and allows for multi-year funding terms for Sustaining and Operating Grants.

The program has been expanded and clarified over time, including the addition of the Youth Stream to the former Community & Cultural Streams (Report No. 2009.178 (Recreation & Culture)); (Report No. 2013.175 Youth Services Plan – Youth Services Advisory Committee Recommendations, Recreation & Culture and Municipal Child Care).

A three-year funding history of applicant organizations is provided in Attachment A.

On December 9, 2025, the Finance and Administration Standing Committee reviewed appeals and endorsed the recommendations outlined in this report.

On June 16, 2025 Council approved a new governance structure through Procedural By-law 217-2025 and dissolved several Advisory Committees of Council, including the Community, Youth & Cultural Funding Program Appeals Committee. This resulted in a change of process, whereby appeals are now reviewed by the Finance and Administration Standing Committee.

## Corporate Report 022-2026-Community Services-Recreation & Culture

On January 6, 2025, City Council approved the adoption of the pilot categories of Anti-Racism, Truth & Reconciliation and Sport Development on an ongoing basis in the Project Grant category.

On April 27, 2020 City Council approved a \$235,000 COVID-19 Emergency Fund for Sustaining and Operating Grant recipients in the Community, Youth & Cultural Funding Program. COVID-19 Emergency funds were also included in the 2021 and 2022 program budget.

On January 14, 2019, Council approved a pilot expansion of eligibility of the Project Grant Category in 2019-2020 to include community non-profit sport (R1/2019 – 2019 Community Youth & Cultural Funding Program, Community Services - Recreation & Culture). On March 3, 2020 Council also approved another pilot expansion of the same category to include Anti-Racism & Reconciliation projects with the first intake being October 2020.

On January 16, 2017, Council approved changes to the Project Grant application process and budget, implementation of a recommendation cap on Operating Grants, adoption of budget directives for Sustaining Grants, and creation of a centralized Grant Review Team for all three streams of the Program (R11/2017 – 2017 Community, Youth & Cultural Funding Program and Proposed 2018 Program Changes (Recreation & Culture)).

### **REFERENCE MATERIAL ATTACHED**

Attachment A – 2024-2026 CYCFP Recommendation and Allocation Summary

Attachment B – Funding Impact Infographic

Attachment C – Funding Program Model

### **REPORT PREPARED BY**

Callie Hemsworth, Supervisor – Strategic Initiatives, Marketing & Community Support, Recreation & Culture Division, Community Services Department

### **REPORT SIGNED AND VERIFIED BY**

Kelly Robertson, Commissioner, Community Services

Date (01/04/2026)

Attachment A: 2024-2026 CYCFP Recommendation and Allocation Summary

Organization	2024 Allocation	2025 Allocation	2026				
			2026 Request	Request as % of Org's Budget	2026 Review Team Recommendation		
<b>Sustaining Grants</b>							
<b>Community Funding</b>							
Regional Food Distribution Association	200,000	105,900	179,368	10	125,000		
Roots Community Food Centres (Roots to Harve	37,800	37,800	37,800	1	37,800		
Shelter House	330,800	330,800	330,800	16	330,800		
<b>Youth Funding</b>							
Boys and Girls Club	123,400	123,400	123,400	10	123,400		
<b>Culture Funding</b>							
Definitely Superior Art Gallery	70,500	70,800	70,800	26	70,800		
Magnus Theatre	144,400	145,000	145,000	12	145,000		
Northwestern Ontario Sports Hall of Fame	70,500	70,900	72,300	30	72,300		
Thunder Bay Art Gallery	405,300	408,100	490,300	29	418,700		
Thunder Bay Community Auditorium	836,900	836,900	1,000,000	27	858,700		
Thunder Bay Historical Museum	482,100	485,000	510,002.21	57	497,600		
Thunder Bay Symphony Orchestra	244,700	244,700	306,966	17	251,100		
<b>Total Sustaining</b>	<b>2,946,400</b>	<b>2,859,300</b>	<b>3,266,736</b>		<b>2,931,200</b>		
<b>Operating Grants</b>							
<b>Community Funding</b>							
Community Clothing Assistance	25,000	25,000	25,000.00	21	25,000		
Lakehead Social Planning Council	32,600	32,600	32,600.00	1.2	32,600		
Northwestern Ontario Women's Centre	12,000	12,000	12,000.00	4.5	12,000		
Our Kids Count	16,300	-	38,500.00	8	25,000		
<b>Youth Funding</b>							
Biidaajiwun			76,000.00		-		
Evergreen a United Neighbourhood	30,000	30,000	40,000.00	19	32,500		
Female Boarder Collective (Cinema 5)	10,000	20,000	20,000.00	20	20,000		
MANWO/RMYC		15,000	90,000.00	21	15,000		
<b>Cultural Funding</b>							
CAHEP	18,500	21,000	21,000.00	16	21,000		
Lakehead Transportation Museum			60,000.00	46	-		
Superior Multicultural Music Development Society			20,000.00	9	-		
<b>Total Operating</b>	<b>144,400</b>	<b>155,600</b>	<b>435,100</b>		<b>183,100</b>		
<b>Total Operating + Sustaining</b>	<b>3,090,800</b>	<b>3,014,900</b>	<b>3,701,836</b>		<b>3,114,300</b>		
<b>2026 Project Grants</b>							
Total Projects - to be allocated within fiscal year	47,621	55,000			55,000		
<b>Funding Program Total</b>	<b>3,138,421</b>	<b>3,069,900</b>	<b>3,701,836</b>		<b>3,169,300</b>		

# COMMUNITY, YOUTH & CULTURAL FUNDING PROGRAM IMPACT

The Community, Youth & Cultural Funding Program supports numerous non-profit organizations and individual artists, contributing to Thunder Bay's economy. Funding provided helps organizations leverage contributions from other public and private sources while creating and maintaining jobs in Thunder Bay.

## Economic Impact

For every \$1 invested...

\$5.64 is leveraged  
\$1.81 in other grants  
+  
\$3.83 in earned revenue

\$20.5M total revenue generated by funded organizations



## Social Impact



558+ paid individuals

4170+ volunteers



300,000+ participants, clients and audiences

accessing food programs, shelter, social services, youth programs, recreation, cultural activities and more.

Note: Numbers are based on 2024 year end data from organizations recommended for funding in 2026. Leveraged funding amounts may vary year to year based on the number of organizations funded and special one-time funding from other grant programs.

# COMMUNITY, YOUTH & CULTURAL FUNDING PROGRAM

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## *Funding Model*

### General Funding Criteria

The Community, Youth and Cultural Funding Program offers grants in three funding streams - Community, Youth and Culture. Funds in each stream are allocated on an annual basis to applicants to the following three categories:

Sustaining Grant – Up to 5 year term

Operating Grant – 1 to 3 year term

Project Grant – 1 year term

In addition to general Funding Program eligibility criteria, each funding stream (Community, Youth and Cultural Funding) and category (Sustaining, Operating and Project Grant) has its own eligibility and funding criteria.

### General Eligibility Criteria

#### **Applicants must:**

- Have a community, youth, or culture-sector focus/mandate.
- Be an incorporated non-profit or charitable organization or, for project grants only, an individual artist or non-incorporated collective which operates on a non-profit basis.
- Have a clearly stated purpose and function and be fully responsible for the planning and provision of its services.
- Be operating from a location in the City of Thunder Bay and carry out programs in this community for the benefit of its people.
- Extend its services to the general public in Thunder Bay, and accommodate for needs related to race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex (including pregnancy and gender identity), sexual orientation, age, marital status, family status and disability, unless to do so would cause undue hardship.
- Have an independent, active governing board composed of volunteers and a considerable volunteer component.
- Demonstrate need for the requested funding and provide evidence that funds are confirmed/projected from a variety of other sources (i.e. donations/sponsorships, user fees, other government sources).

### **An application may not be considered if:**

- The organization receives 80% or more of its funding from other government sources.<sup>1</sup>
- The organization possesses an operating surplus in excess of three (3) months of operating expenses.<sup>2</sup>
- The organization acts in the capacity of a funding body for, or makes grants to, any other group or organization that is eligible for funding through this program.
- The request includes capital or deficit funding.
- The applicant is in default to the City due to failure to account satisfactorily for previous Grants, or to refund Grant overpayments.
- The organization's programs/services primarily benefit organization members as opposed to the general public, e.g. sports clubs, professional associations.

### **General Application Process**

Organizations that are eligible for funding through this program according to the general eligibility criteria stated above must apply through this program to request project, operating or sustaining funding from the City of Thunder Bay.

Applicants will submit a complete application by the advertised application deadline for the applicable funding category. The application will include a section common to all streams containing information such as organization information (name, contact, etc.) and intended use of the grant. The application will also include sections specific to each stream and will require additional information and/or support materials unique to each funding stream.

As per Council's Procedural By-law, Section 5.08(c)(2), organizations and individuals may not make a deputation or presentation to City Council or any Committee of Council aside from the established Standing Committee in relation to their funding application or for any other financial support which falls within the criteria of the City's established financial programs.

### **General Review Process**

Sustaining grant applications will be reviewed by an Administrative Review Team. Operating and Project Grant applications will be reviewed by a Grant Review Team which may include community representatives.

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<sup>1</sup> Applications may be considered if the organization can demonstrate that the activity for which they are requesting funding falls outside the core mandate for which they are funded 80% or more by other government sources.

<sup>2</sup> Organizational surpluses and reserves will be examined. The organization will be given the opportunity to justify surpluses and reserves.

All applicants will be notified of their recommended funding category, allocation and reason(s) for recommendation four (4) weeks before the final recommended allocation is forwarded to Corporate Services for inclusion in the Budget. Applicants are required to keep their recommendation amounts and rationales confidential until this information is presented to the relevant Standing Committee and Council for consideration.

## **Appeal Process**

Once applicants have been notified of their recommended funding allocation and reason(s) for the recommendation, the four (4) week appeal period commences.

Where the applicant believes that they can provide significant new information in addition to the information provided in the original submission and/or site visit, they must notify the funding program supervisor of their intent to provide additional information within two (2) weeks of the date of notification.

New information must be received for review within four (4) weeks of notification of recommendation. This information must change the substance of, strengthen or clarify the information upon which the recommendation was made in order to be considered for the appeal.

Applicants that appeal their funding recommendations may be invited to the meeting at which their appeal will be considered to speak to the contents of their appeal.

Applicants may not make a deputation or presentation to City Council or any Committee of Council, aside from the relevant Standing Committee meeting, in relation to their funding application or any other request for project or operating funding.

Funding allocation recommendations are final and cannot be appealed after review by the Standing Committee. Applicants must sign a declaration acknowledging and agreeing to this condition in the application.

## **Sustaining Grant (Up to 5 year term)**

### **Eligibility**

The City of Thunder Bay has deemed these organizations to be an integral part of the City's identity. These organizations fill a void in service provision in the City, positively affect the quality of life of the residents of the City and/or generate an economic benefit for the City. These organizations also have:

- many years of demonstrated administrative competence,
- budget practices and financial statements in accordance with Canadian generally accepted accounting principles,
- a track record of providing quality programming and/or services,

- attendance/participation/demographic records that support their program and/or service
- employment practices that comply with applicable legislative requirements, as the case may be, such as the Employment Standards Act of Ontario, the Pay Equity Act of Ontario, and the Ontario Human Rights Code
- A Board of Directors which will assume full responsibility for the administration of the funds or an agent acceptable to City Council
- at least 5 years of successfully completed operating funding from the City

City Council will determine which organizations will be funded in the sustaining grant category with input from administration.

Organizations funded in this category will complete a full application every new funding term (5 year maximum).

### **Review and Allocation**

An Administrative Review Team, under the direction of the Community Services Department, will review the applications and recommend funding levels to City Council during the annual budget process. The team will consist of:

- Funding Program Supervisor(s)
- Director of Financial Services (or designate)
- Director of Recreation and Culture (or designate)

The Administrative Review Team will utilize the general and stream-specific criteria and processes to evaluate applications and recommend funding level and term of funding.

An initial advance of up to 25% of recommended annual funds will be provided in January. If the budget is not ratified by March 31, a second advance of up to 25% of recommended annual funds will be provided. In no case will more than 50% of the recommended annual funds be advanced. The remainder of allocated funds will be provided following municipal budget ratification and Council approvals.

### **Requirements and Reporting**

The City will enter into a service agreement with organizations approved for funding terms of 3 or more years in the sustaining category.

Sustaining organizations will be required to report annually on performance, including but not limited to, financial and statistical information. City Administration may conduct site visits as part of the review of annual performance.

Full reporting will be required at the conclusion of the funding term with a full application completed for further funding.

## **Operating Grant (1 to 3 Year Term)**

### **Eligibility**

This program is intended for organizations that have an ongoing presence in Thunder Bay and a track record of providing quality programming or services. It is designed to support a range of social service, youth and arts and heritage organizations.

### **Application Process**

Applicants in this category will submit a complete application for each new funding term (every 1 to 3 years). Funding requests are capped at 22% of an organization's overall budget to a maximum of \$40,000.

### **Review and Allocation**

A Grant Review Team, which may include community representatives, will utilize the general and stream-specific criteria and processes to evaluate applications and recommend funding level and funding term.

Administration will present the recommendations to City Council for consideration during the annual budget process.

Allocated funds will be provided following Council approval and ratification of the City budget.

### ***Multi-year Funded Organizations Only:***

An initial advance of up to 25% of recommended annual funds will be provided in January. If the City budget is not ratified by March 31, a second advance of up to 25% of recommended annual funds will be provided. In no case will more than 50% of the recommended annual funds be advanced. The remainder of allocated funds will be provided following Council's approval and ratification of the City budget.

### **Requirements and Reporting**

Full reporting will be required at the conclusion of the funding term by way of full application for the following year's funding, or by post-grant report if the organization is not applying for funding in the subsequent year.

The City will enter into a service agreement with any organization granted a multi-year term of 3 years. Multi-year funded organizations will be required to report annually on performance, including but not limited to, financial and statistical information. City Administration may conduct site visits as part of the review of annual performance.

## **Project Grant (1 Year Term)**

### **Eligibility**

This program is intended to assist community, youth and cultural organizations in funding projects.

This program will also support an individual artist or artists working together in the development and creation of a community based arts or heritage project.

The maximum grant amount in the Project category is \$10,000 for special, one-time activities and up to \$3,000 for seed funding requests (eg. to help with the costs of incorporation).

### **Application Process**

A complete application form must be submitted annually.

### **Review and Allocation**

A Grant Review Team, which may include community representatives, will utilize the general and stream-specific criteria and processes to evaluate applications and recommend funding level and term.

Administration will present the recommendations to City Council for consideration during the annual budget process.

Allocated funds will be provided following Council approval and ratification of the City budget.

### **Reporting**

A post-project report must be submitted within 3 months following completion of the project.



## **Memorandum**

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**TO:** Krista Power, Director – Legislative Services & City Clerk      **FILE:**

**FROM:** Councillor Trevor Giertuga  
Chair – Inter-Governmental Affairs Committee

**DATE:** 11/25/2025

**SUBJECT:** Build Canada Strong: Buy Canadian with VIA Rail Procurement

**MEETING & DATE:** City Council - 01/13/2025

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At the November 19, 2025 meeting of the Inter-Governmental Affairs Committee (IGAC), the committee discussed correspondence dated November 7, 2026 from Mayor Ken Boshcoff to Prime Minister Mark Carney, urging the Federal Government to apply the recently announced Buy Canadian Policy approach to VIA Rail's upcoming rail car procurement—an investment of over \$3 billion CAD funded by Canadian taxpayers.

That correspondence is attached, for Council's information.

Attachment: Correspondence to Prime Minister re: VIA Rail Procurement



## OFFICE OF THE MAYOR

November 7, 2025



His Worship Mayor  
KEN BOSHOFF

500 Donald Street East  
Thunder Bay, ON P7E 5V3  
[www.thunderbay.ca](http://www.thunderbay.ca)  
Tel: (807) 625-3600

The Right Honourable Mark Carney  
Prime Minister of Canada  
House of Commons  
Ottawa, ON K1A 0A6  
Delivered via email: [pm@pm.gc.ca](mailto:pm@pm.gc.ca)

Dear Prime Minister Carney:

### **BUILD CANADA STRONG: BUY CANADIAN WITH VIA RAIL PROCUREMENT**

Thank you for your commitment to protecting Canadian manufacturing and jobs through the Buy Canadian policy. We strongly support applying this approach to VIA Rail's upcoming rail car procurement—an investment of over \$3 billion CAD funded by Canadian taxpayers.

This is a critical opportunity for VIA Rail to lead by investing in Canadian innovation, creating local jobs, and strengthening our manufacturing sector. In 2018, VIA Rail awarded a nearly \$1 billion CAD contract to Siemens USA to renew its corridor fleet on the Quebec City–Windsor route *without requiring any Canadian content*. We understand that the current process also lacks such requirements.

This is happening at a time when Canada faces a damaging trade dispute with the U.S. and while Canadian rolling stock exports continue to be blocked by aggressive Buy American policies. Requiring high Canadian content will safeguard jobs and support domestic manufacturing.

By choosing Canadian-made rail cars built by Alstom Canada, VIA Rail can showcase homegrown talent and ensure reliable service for passengers nationwide. Thunder Bay's Alstom plant has played a vital role in our national story—building wartime equipment during World Wars I & II and delivering high-quality transit vehicles for the Toronto Transit Commission and Metrolinx for over 30 years. Thunder Bay is ready to assemble VIA Rail's new fleet. Securing this contract would provide hundreds of direct and indirect jobs AND strengthen Canada's supply chain.

A Buy Canadian commitment sends a powerful message that our national rail service values Canadian excellence and invests in the people and industries that make Canada strong! We urge VIA Rail to lead by example and prioritize Canadian suppliers.

Most sincerely,

Ken Boshoff, Mayor  
City of Thunder Bay

- c. Honourable Patty Hajdu, Minister of Jobs & Families, Minister of FedNor  
Honourable Joël Lightbound, Minister of Government Transformation, Public Works and Procurement  
Honourable Steven MacKinnon, Minister of Transport  
Honourable François-Philippe Champagne, Minister of Finance  
Honourable Melanie Joly, Minister of Industry  
Honourable Dominic Leblanc, Minister responsible for Canada-U.S. Trade, Intergovernmental Affairs, Internal Trade and One Canadian Economy  
Marcus Powlowski, MP, Thunder Bay-Rainy River



# **City Council Report**

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**REPORT NUMBER** 029-2026-Growth-Development Services-Realty Services

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**DATE**

**PREPARED** December 23, 2025

**FILE**

25 504394

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**CITY COUNCIL** January 13, 2026

**MEETING DATE**

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**SUBJECT** Surplus Declaration - Call for Proposals – 4 Opportunity Sites

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## **RECOMMENDATION TO CITY COUNCIL**

WITH RESPECT to Report 29-2026 we recommend that the City's interest in the vacant property, being PCL BLOCK-1 SEC M325; BLK L PL M325 MCINTYRE; THUNDER BAY (B25), municipally known as 144 Fanshaw Street, be declared surplus to the City's requirements pursuant to the City's policies and be designated as an area of site plan control;

AND THAT the City's interest in the vacant property, being PT LT 4, CON A, BEING PT OF PTS 1, 2, & 3 55R-10186, PT OF PICTON AVENUE PL M37 BEING PTS 7 & 8 55R-9082 CLOSED BY LT135107, LTS 81-107 PL M37, LTS 113 – 125 PL M37, PT LT 108 PL M37 EXCEPT PT 13 55R-9082, PT LT 109 PL M37 EXCEPT PT 12 55R-9082, PT LTS 110 & 111 PL M37 EXCEPT PT 11 55R-9082, PT LT 112 PL M37 EXCEPT PT 10 55R-9082, PT OF JUNOT AVENUE PL M37, BEING PTS 5, 6 & 13 55R-2984 CLOSED BY LT135107, PT OF PICTON AVE PL M37, BEING PT 2 55R-2984 PT LT 112 PL M37 EXCEPT PT 10 55R-9082, PT OF JUNOT AVENUE PL M37, BEING PTS 5, 6 & 13 55R-2984 CLOSED BY LT135107, PT OF PICTON AVE PL M37, BEING PT 2 55R-2984 CLOSED BY LT135107, PT OF TOKIO STREET PL M37, BEING PT OF PT 14 55R-2984 CLOSED BY LT135107, PT OF TOKIO STREET PL M37, BEING PT OF PT 15 55R-2984 CLOSED BY F53897, PT OF LANES PL M37, BEING PTS 3 & 4 55R-2984 CLOSED BY LT135107, PT OF JUNOT AVENUE PL M37, BEING PT 12 55R-2984 CLOSED BY F53897; CITY OF THUNDER BAY (D79), municipally known as 300 Tokio Street be declared surplus to the City's requirements pursuant to the City's policies and be designated as an area of site plan control;

AND THAT the City's interest in the vacant property, being PT LT 2 N/S CAMERON ST PL PRINCE ARTHUR'S LANDING MCINTYRE AS IN TBR395999 EXCEPT ROW THEREIN; THUNDER BAY, PT LT 2 N/S CAMERON ST PL PRINCE ARTHUR'S LANDING MCINTYRE PT 1 & 2, 55R4011; THUNDER BAY, PT LT 3 N/S CAMERON ST PL PRINCE ARTHUR'S LANDING MCINTYRE AS IN TBR308776; THUNDER BAY, PT LT 3 N/S CAMERON ST PL PRINCE ARTHUR'S LANDING MCINTYRE AS IN TBR245426 & TBR264692; THUNDER BAY (E103), municipally known as 211-223 Tupper Street & 224

Camelot Street, be declared surplus to the City's requirements pursuant to the City's policies and be designated as an area of site plan control;

AND THAT the City's interest in the vacant property, being PT LT C, PL PA59, S OF ARUNDEL ST, E OF 55R3639 EXCEPT PL 818; THUNDER BAY (E104), municipally known as 791 Arundel Street, be declared surplus to the City's requirements pursuant to the City's policies and be designated as an area of site plan control;

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

## **EXECUTIVE SUMMARY**

The City of Thunder Bay continues to make meaningful progress in expanding its housing supply and reaching its early goals for the Housing Accelerator Fund Program (HAF). To sustain this momentum and advance broader smart growth objectives, it is important to increase the supply of high-potential infill lands ready for development. Additional housing is urgently required to address the current demand and improve affordability.

In response to this need, the City issued a “Call for Proposals” identifying ten (10) high-potential opportunity sites and invited proposals that align with the City’s development vision for smart, sustainable, and inclusive growth. Several promising proposals were received, demonstrating strong interest and confidence in the City’s direction. Together, the leading proposals represent the potential for over 1,000 new units.

In accordance with Council’s policies, Administration issued public notice of the intent to declare four (4) opportunity sites, being 144 Fanshaw Street, 300 Tokio Street, 211-223 Tupper Street & 224 Camelot Street, and 791 Arundel Street (the “**Opportunity Sites**”), as surplus. Public input was summarized and provided to the Standing Committee-Growth through Report 387-2025- *Growth- Development Services- Realty Services*. Ten (10) deputations were heard outlining support or site-specific concerns.

According to survey results, there is general public support to develop these sites for new housing development, with most site-specific concerns raised by neighbouring residents. Neighbourhood feedback focused largely on scale of development, loss of greenspace, and neighbourhood fit. Proponents have made some initial adjustments to the conceptual proposals based on this feedback, including reducing the proposal for 791 Arundel Street from 600 units to 400 units. The conceptual development proposals would continue to be refined with the proponents through upcoming sale negotiations and planning and development applications; including through site plan control.

This report recommends that Council declare the Opportunity Sites surplus for potential future residential development. This recommendation is endorsed by the Standing Committee-Growth and the Mayor’s Task Force on Building More Homes. Declaring the lands surplus does not approve any specific density, layout, or design. It enables Administration to begin more detailed discussions and negotiations with the proponents.

If Council declares the lands surplus, Administration will work with the proponents to further refine the concepts based on key themes raised through the consultation, including neighbourhood compatibility, scale, and site layout. Preliminary adjustments based on these key themes have already been integrated into revised concepts which are included in this report. Administration will negotiate agreements of purchase and sale for Council's approval. For 144 Fanshaw Street and 791 Arundel Street, rezoning will also be required, providing an additional public process and further opportunities for public input.

Developing the Opportunity Sites will make a meaningful contribution to addressing Thunder Bay's housing shortage by increasing the supply of homes across a range of affordability levels. These homes will support diverse needs, including residents who wish to age in place, new families and newcomers, and individuals moving along the housing continuum.

## ***DISCUSSION***

On June 2, 2025, the City of Thunder Bay issued a Call for Proposals which invited development proposals for ten infill opportunity sites to advance housing, growth and sustainability goals. This approach proactively makes public lands available for development. Focusing on strategic infill opportunities supports the City's readiness for growth, encourages complete and compact communities, and provides additional information on the intended use of the surplus lands.

The response to the Call for Proposals was strong, with more than a dozen submissions received for six (6) of the ten (10) properties, with several attracting multiple proposals. High scoring proposals were identified for the Opportunity Sites. Administration has provided surplus declaration notice to advance the potential development of the following sites:

- 300 Tokio Street
- 144 Fanshaw Street
- 791 Arundel Street
- 211-223 Tupper Street & 224 Camelot Street

Developing these sites would significantly expand housing options across a range of affordability levels. Should the lands be declared surplus, development milestones would be negotiated as part of the sale process to reflect the planned timing of each development.

On November 19<sup>th</sup>, the intent to surplus the Opportunity Sites and conceptual development proposals were presented and, subject to refinement, were endorsed by the Mayor's Taskforce on Building More Homes. The Mayor's Taskforce will continue to be engaged as the conceptual development proposals are refined.

On December 1<sup>st</sup>, the Standing Committee-Growth endorsed Administration's recommendation that the Opportunity Sites be declared surplus to support significant housing

development. Comments made by the Committee are summarized in the Consultation Section of this report.

### **Next Steps**

Should Council declare the lands surplus, negotiated agreements of purchase and sale for each property will require Council approval. Administration will continue to work with the proponents to refine the conceptual development proposals considering the feedback received by the neighbourhoods, the Mayor's Task Force, the Standing Committee and Council. Pre-development studies such as traffic, geotechnical and servicing studies will be completed in addition to the environmental site assessment, environmental impact assessment, and functional servicing studies previously completed. Compliance with study recommendations, preferred site layout, and alignment with the urban design guidelines and development regulations will be ensured through Site Plan Control Agreements. For 144 Fanshaw Street and 791 Arundel Street, rezoning is required, which provides an additional public process and invites public feedback through a Public Meeting of Council.

### **CONSULTATION**

In late October and early November, public notice was provided of the intent to surplus the four Opportunity Sites and public feedback was invited. Signs were posted at each property including direction to the City's website where additional information was available including preliminary renderings of the conceptual proposals. Residents within 100 m of each property were mailed a notification letter that provided information and invited questions and feedback.

Specific opportunities to speak directly to City staff were provided at the Current River Ward meeting on November 5, 2025, and at two (2) open houses held on November 19, 2025. Additionally, to facilitate further public engagement, a survey was launched on the City's Get Involved page on November 12<sup>th</sup>.

The consultation generated public engagement, with responses from 89 individuals received as a result of the neighbourhood notices and 142 survey responses received. Responses ranged from general support for increased housing and density to site-specific concerns from neighbourhood residents.

Public input was collected until November 21, 2025, and is summarized as follows and further detailed in the attached Fact Sheets for each property. Since the period for public feedback concluded, Administration has received several additional comments from the public that are similar to the concerns previously expressed.

### **Broader Public Comments**

The broader public response was largely positive, with remarks highlighting the initiative's potential to expand housing, revitalize underutilized municipal lands, and strengthen the local

economy. The City's proactive efforts to accelerate the construction of new multi-unit homes to address Thunder Bay's housing shortage is acknowledged.

The survey results from the City's Get Involved page are presented in Attachment "M".

Written responses were received regarding the potential surplus of 300 Tokio St. (3), 144 Fanshaw St. (34) and 791 Arundel St. (54). No written responses were received regarding 211-223 Tupper St. & 224 Camelot St.

Concerns raised included the impact on recreational trails/greenspace, wildlife displacement, traffic congestion and safety, development density, limited infrastructure capacity, loss of privacy/increased noise, impact to property values and decreased neighbourhood safety. Eight (8) letters expressing support were received by residents.

Where applicable, concerns were addressed directly with the residents, by providing additional information about development processes. Concerns such as development scale, traffic, infrastructure capacity and landscape buffers etc., will be considered as a part of the development approval process. Administration is recommending that all Opportunity Sites be designated as an area of site plan control and any required pre-development studies would be undertaken prior to development.

Additionally, 144 Fanshaw Street and 791 Arundel Street require rezoning to facilitate the proposed conceptual developments. Rezoning is a public process which provides further opportunity for public feedback and an additional opportunity to address scale of development and compatibility with the surrounding neighbourhood.

#### Feeback from Standing Committee-Growth

On December 1, 2025, the Standing Committee–Growth considered Report 387-2025 *Surplus Declaration – Call for Proposals - 4 Opportunity Sites* as well as ten (10) verbal deputations and one (1) written deputation, being one (1) in support and ten (10) against the surplus of specific properties. Some of the deputants were opposed to any development of a particular property while others were concerned with certain aspects of the proposed development, such as scale, density and layout.

While considering Administration's Report and the deputations, the members of the Standing Committee-Growth provided comments about the proposed surplus of the Opportunity Sites, including:

- That natural buffers be maintained where possible to reduce noise pollution and loss of privacy for neighbouring residents;
- Concerns about the involvement of the Ministry of Transportation at the intersection of Highway 11/17 and John St. and the potential impacts on the proposed development at 300 Tokio St.;
- The suggestion to integrate commercial amenities into residential developments to support efforts to create complete and walkable neighbourhoods;

- Concerns were expressed about the impacts of increased traffic resulting from the proposed developments;
- Questions regarding the practicality of large buildings at the Tokio and Fanshaw sites due to potential muskeg at these sites;
- A suggestion that a property should be developed for single detached dwellings;
- Questions about the development feasibility should the density of the proposed developments be reduced;
- The amount of greenspace/parkland that the City of Thunder Bay provides relative to other comparable municipalities; and
- Apparent consensus that the proposed 600 units at 791 Arundel Street was too large.

Administration's assessment is that all of these comments and concerns can be addressed through upcoming planning and development approval processes. With respect to utilizing the Opportunity Sites for single detached dwellings, Administration notes that the purpose of the Call for Proposals initiative is to increase the supply of shovel ready sites for greater density multi-residential development. For example, the Arundel site could support approximately 55 single detached dwellings where 400 units are currently being proposed (a reduction from the initially proposed 600 units).

The Committee voted separately regarding the endorsement to surplus individual Opportunity Sites. The surplus endorsement passed for all sites.

Considering the feedback from the Standing Committee-Growth and the residents, the potential developer for Arundel St., Fanshaw St. and Tokio St. has adjusted the development proposals as further detailed in the attached memo (Attachment N). A summary of these changes is as follows:

- Increased setbacks from all property lines
- Increased buffering/naturalization to maintain privacy and decrease noise pollution
- Reduction in building scale and units on Fanshaw St. and Arundel St. sites
- Integration of architectural features to reduce the perceived impact of larger buildings
- Greater integration with trail networks

### ***FINANCIAL IMPLICATION***

There are no direct financial implications associated with this report.

The surplus declaration and sale of the Opportunity Sites would, however, support long-term economic benefits through an estimated at \$2-3 million in land sale revenue, approximately \$400 million in construction investment and estimated new annual property tax assessment growth of \$1.4 to \$2.8 million.

## **BACKGROUND**

On December 1, 2025 Administration presented Report 387-2025 *Surplus Declaration – Call for Proposals - 4 Opportunity Sites* to the Standing Committee-Growth recommending the Committee's endorsement to Council that the Opportunity Sites be declared surplus to support significant residential development.

At the October 28, 2025 meeting of the Standing Committee-Growth, Administration presented Report 330-2025 *Call for Proposals Update*, which provided an update to the Committee on the result of the Call for Proposals and set out the next steps that would be taken by Administration. The report identified that successful proposals had been received on four (4) of the ten (10) sites which could collectively deliver approximately 1,385 new housing units, 709 of which are targeted to be permitted prior to the end of 2026, directly contributing to meeting the HAF target as well as providing sustained economic benefits to the City.

Subsequent to Report 330-2025 *Call for Proposals Update*, Administration provided notice to the public of the intent to declare the four (4) Opportunity Sites as surplus and received questions and comments from the public related to the proposed conceptual developments. A higher level of public engagement was also undertaken with opportunities to speak directly with City staff provided at two (2) open houses as well as a Get Involved survey on the City's website.

The Call for Proposals was issued in June 2025. The public was invited to submit development proposals on the ten (10) sites. Many exciting proposals were received that will help to accelerate the housing supply while enabling economic growth. Proposals were evaluated based on alignment with housing and growth objectives, developer capacity and track record and addressing community and neighbourhood need.

On October 9, 2024, the ten (10) potential opportunity sites were presented to the Development Community at the Build Thunder Bay Stakeholder Roundtable chaired by the City Manager.

On July 24, 2023, City Council approved Report 203-2023 (Development Services) "Application to 2023 Federal Housing Accelerator Fund" recommended a Housing Accelerator Action Plan and authorized the submission of the Housing Accelerator Fund application. The approved Housing Accelerator Action Plan outlines the City's initiatives to increase the supply of housing with funding from the federal government. A fundamental item within the approved Housing Accelerator Action Plan is to identify City owned lands to declare as surplus and sell to support housing. On February 29, 2024, the federal government announced that the City of Thunder Bay was successful in its application and awarded up to \$20.7M in Housing Accelerator Funding.

On March 6, 2023, Council directed Administration to bring forward City-owned lands, including parkland, available for surplus and sale and that Administration provide recommendations on the top potential parcels of land that would bring the City the highest financial benefit.

Since Council has provided this direction, Administration has brought forward a number of reports recommending surplus declarations for residential development. To date, 14 properties have been successfully declared as surplus, 9 of which have been sold, and permits have been issued on 4 properties with a total of 53 units permitted or proposed. All of the previously surplused properties have been of modest size and zoned as Urban Low-Rise, meaning they have limited potential for larger scale residential or mixed-use development. At related Council meetings, Council members requested that Administration bring forward larger, more impactful properties for development.

***REFERENCE MATERIAL ATTACHED***

- A. Fact Sheet – 144 Fanshaw St.(B25)
- B. Property Map- 144 Fanshaw St. (B25)
- C. Concept & Site Plan – 144 Fanshaw St.
- D. Fact Sheet – 300 Tokio St. (D79)
- E. Property Map- 300 Tokio St. (D79)
- F. Concept & Site Plan – 300 Tokio St.
- G. Fact Sheet – 211-223 Tupper St. & 224 Camelot St. (E103)
- H. Property Map- 211-223 Tupper St. & 224 Camelot St. (E103)
- I. Concept – 211-223 Tupper St. & 224 Camelot St.
- J. Fact Sheet – 791 Arundel St. (E104)
- K. Property Map- 791 Arundel St. (E104)
- L. Concept & Site Plan – 791 Arundel St.
- M. Get Involved Survey Results
- N. Memo re: Addressing Feedback

***REPORT PREPARED BY***

Mariah Maunula, Property Agent – Realty Services

***REPORT SIGNED AND VERIFIED BY***

Kerri Marshall, Commissioner – Growth

Date (01/07/2026)

## ATTACHMENT "A"

### FACT SHEET- 144 FANSHAW ST. (B25)

Property Location: 144 Fanshaw Street  
Roll Number: 5804020101732000000  
Legal Description: PCL BLOCK-1 SEC M325; BLK L PL M325 MCINTYRE; THUNDER BAY ("the Lands")  
Area: 12,333.19 sq. metres or 132,753.35 sq. ft.  
File Number: 25 504394

#### EXISTING STATUS:

Present OP: Residential  
Present Zoning: UL - Urban Low-rise Zone  
Present Use: Vacant Lands  
Services Available: Yes

#### RECOMMENDATIONS:

Appraised Value: To be determined  
Appraisal Date: N/A  
Notice Method: Post Sign/City's Web Site/ Neighbourhood mail circulation

#### SPECIAL CONDITIONS:

Easements to be granted and/or retained, where required.

#### CONSULTATION:

##### PUBLIC CONSULTATION:

Public notice was provided through neighbourhood letter circulation, signs posted at the property and notice on the City's website. The following feedback was received:

Total Number of Inquiries/Comments: 34

- **Traffic** - Twenty-nine (29) residents expressed concern that additional traffic from the proposed conceptual development and other planned development in the area would lead to higher levels of traffic congestion, particularly at and around the intersection of Fanshaw St. & Golf Links Rd.
- **Sewer/Stormwater Management** - Sixteen (16) residents expressed concern about the impact that the proposed conceptual development could have on flooding and sewer backups in the area and capacity of existing sewer and water infrastructure to support the increased demand.

- **Loss of Greenspace/Wildlife Displacement** – Sixteen (16) residents expressed concerns regarding loss of greenspace/trees, wildlife displacement and other negative environmental impacts.
- **Loss of Privacy/Increase in Noise Pollution** – Twelve (12) residents expressed concerns they would suffer a loss of privacy and/or an increase in noise pollution.
- **Impact to Property Values** – Five (5) residents expressed concern their property values would be negatively impacted.
- **Neighbourhood Safety** – Two (2) residents expressed concern the proposed conceptual development would lead to a decrease in neighbourhood safety.

#### **INTERNAL AND AGENCY CONSULTATION:**

A circulation was undertaken to the various servicing departments and agencies regarding the surplus of this property, and no objections were received.

## **ATTACHMENT "B"**

## PROPERTY MAP- 144 FANSHAW ST.



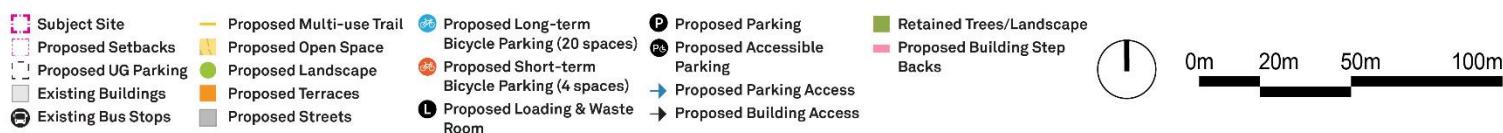
THIS MAP IS FOR GENERAL ILLUSTRATIVE PURPOSES ONLY, DIMENSIONS AND/OR AREAS ARE APPROXIMATE.

 <b>CITY OF</b> <b>Thunder Bay</b> <i>Superior by Nature</i>  GROWTH DEPARTMENT	<h1>SURPLUS CITY LAND</h1> <p>144 Fanshaw St</p>					
	LEGAL: PL M325 BLK L					
	Prepared By:	MS	Date:	2025-11-06	Scale:	1:2000
	Commissioner	Kerri Marshall	Author:	MM	File No.:	NA
LRO PIN:	621000152	Roll No.:	5804020101732000000			

ATTACHMENT "C"

CONCEPTUAL PROPOSAL & SITE PLAN - 144 FANSHAW ST.





## ATTACHMENT "D"

### FACT SHEET- 300 TOKIO ST. (D79)

Property Location: 300 Tokio Street  
Roll Number: 5804010029012000000  
Legal Description: PT LT 4, CON A, BEING PT OF PTS 1, 2, & 3 55R-10186,  
PT OF PICTON AVENUE PL M37 BEING PTS 7 & 8 55R-9082  
CLOSED BY LT135107, LTS 81-107 PL M37, LTS 113 – 125 PL  
M37, PT LT 108 PL M37 EXCEPT PT 13 55R-9082, PT LT 109 PL  
M37 EXCEPT PT 12 55R-9082, PT LTS 110 & 111 PL M37  
EXCEPT PT 11 55R-9082, PT LT 112 PL M37 EXCEPT PT 10  
55R-9082, PT OF JUNOT AVENUE PL M37, BEING PTS 5, 6 &  
13 55R-2984 CLOSED BY LT135107, PT OF PICTON AVE PL  
M37, BEING PT 2 55R-2984 CLOSED BY LT135107, PT OF  
TOKIO STREET PL M37, BEING PT OF PT 14 55R-2984  
CLOSED BY LT135107, PT OF TOKIO STREET PL M37, BEING  
PT OF PT 15 55R-2984 CLOSED BY F53897, PT OF LANES PL  
M37, BEING PTS 3 & 4 55R-2984 CLOSED BY LT135107, PT OF  
JUNOT AVENUE PL M37, BEING PT 12 55R-2984 CLOSED BY  
F53897; CITY OF THUNDER BAY ("the Lands")  
  
Area: 2.60 ha or 6.44 ac  
File Number: 25 504394

#### EXISTING STATUS:

Present OP: Residential  
Present Zoning: UM - Urban Mid-rise Zone  
Present Use: Vacant Lands  
Services Available: Yes

#### RECOMMENDATIONS:

Appraised Value: To be determined  
Appraisal Date: N/A  
Notice Method: Post Sign/City's Web Site/ Neighbourhood mail circulation

#### SPECIAL CONDITIONS:

Easements to be granted and/or retained, where required.

#### CONSULTATION:

## **PUBLIC CONSULTATION:**

Public notice was provided through neighbourhood letter circulation, signs posted at the property and notice on the City's website. The following feedback was received:

Total Number of Inquiries/Comments: 3

- **Loss of Greenspace/Wildlife Displacement** – Three (3) residents expressed concerns regarding loss of greenspace/trees, wildlife displacement/loss of habitat.
- **Traffic/Noise** – Two (2) residents expressed concern that additional traffic from the proposed conceptual development would lead to an increase in traffic and related noise.

## **INTERNAL AND AGENCY CONSULTATION:**

A circulation was undertaken to the various servicing departments and agencies regarding the surplus of this property, and no objections were received.

## ATTACHMENT "E"

### PROPERTY MAP- 300 TOKIO ST.



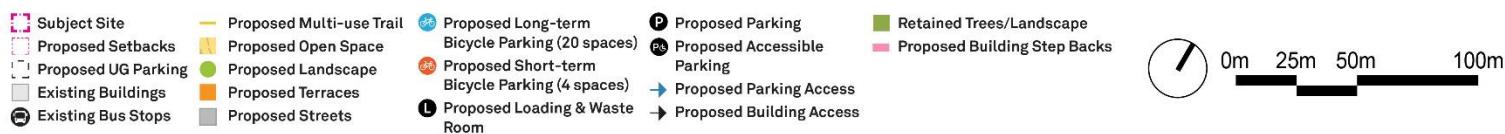
THIS MAP IS FOR GENERAL ILLUSTRATIVE PURPOSES ONLY, DIMENSIONS AND/OR AREAS ARE APPROXIMATE.

SURPLUS CITY LAND 300 Tokio Street					
LEGAL: PL M37 LT-81-107,113-125 PT LT 108-112 PL M290 PT TOKIO ST LANES CON A PT LT 4 RP 55R10186 PT 1-3 PCL 25797 TBF					
Prepared By:	MS	Date:	2025-11-06	Scale:	1:2000
Commissioner:	Kerri Marshall	Author:	MM	File No:	N/A
LRO PIN:	PT OF 621500145	Roll No:	5804010029012000000		

FILE: 10AWSONMAPS022\_AERIAL PHOTOGRAPHY DIGITAL MAPPING RELATED DATA SETS/REALTY SERVICES/MAPS/SPECIAL PROJECTS/CALL FOR PROPOSAL/TOKIO\_300\_SI.APK

ATTACHMENT "F"  
CONCEPTUAL PROPOSAL & SITE PLAN - 300 TOKIO ST.





## **ATTACHMENT "G"**

### **FACT SHEET- 211-223 TUPPER ST. & 224 CAMELOT ST. (E103)**

Property Location: 211-223 Tupper Street & 224 Camelot Street  
Roll Number: 5804010039003000000, 5804010039005000000,  
5804010039008000000, 5804010039007000000  
Legal Description: PT LT 2 N/S CAMERON ST PL PRINCE ARTHUR'S LANDING MCINTYRE AS IN TBR395999 EXCEPT ROW THEREIN; THUNDER BAY, PT LT 2 N/S CAMERON ST PL PRINCE ARTHUR'S LANDING MCINTYRE PT 1 & 2, 55R4011; THUNDER BAY, PT LT 3 N/S CAMERON ST PL PRINCE ARTHUR'S LANDING MCINTYRE AS IN TBR308776; THUNDER BAY, PT LT 3 N/S CAMERON ST PL PRINCE ARTHUR'S LANDING MCINTYRE AS IN TBR245426 & TBR264692; THUNDER BAY ("the Lands")  
Area: 2,752.50 sq. metres or 29,627.58 sq. ft.  
File Number: 25 504394

#### **EXISTING STATUS:**

Present OP: Commercial- Strategic Core Area  
Present Zoning: DN – Downtown Neighbourhood Zone  
Present Use: Vacant Lands  
Services Available: Yes

#### **RECOMMENDATIONS:**

Appraised Value: To be determined  
Appraisal Date: N/A  
Notice Method: Post Sign/City's Web Site/ Neighbourhood mail circulation

#### **SPECIAL CONDITIONS:**

Easements to be granted and/or retained, where required.

#### **CONSULTATION:**

#### **PUBLIC CONSULTATION:**

Public notice was provided through neighbourhood letter circulation, signs posted at the property and notice on the City's website.

No public feedback was received related to the proposed surplus declaration the Lands.

**INTERNAL AND AGENCY CONSULTATION:**

A circulation was undertaken to the various servicing departments and agencies regarding the sale of this property, and no objections were received.

## ATTACHMENT "I"

### PROPERTY MAP- 211-223 TUPPER ST. & 224 CAMELOT ST.



SURPLUS CITY LAND					
211 - 223 Tupper St & 224 Camelot St					
LEGAL: TP N/S CAMERON PT LT 2 INCL RP55R5450 PT 1, N PT LT 2 N CAMERON RP55R4011 PTS 1 & 2, E PT LT 3 N CAMELOT PT LOT 3 N CAMELOT					
Prepared By:	MS	Date:	2025-11-06	Scale:	1:750
Commissioner:	Kerri Marshall	Author:	MM	File No:	NA
LRO PIN:	621500150.821500147, 621500146.621500145	Roll No:	5804010039003000000, 5804010039005000000, 5804010039008000000, 5804010039007000000		

FILE: YDARNS01MAPS122\_AERIAL PHOTOGRAPHY DIGITAL MAPPING RELATED DATASETS\REALTY SERVICES\MAPS\ SPECIAL PROJECTS\141 FOR PROPOSAL\141A\_TUPPER\_211A\_TUPPER\_211\_ST.APK

**ATTACHMENT "I"**

**CONCEPTUAL PROPOSAL- 211-223 TUPPER ST. & 224 CAMELOT ST.**



## ATTACHMENT "J"

### FACT SHEET- 791 ARUNDEL ST. (E104)

Property Location: 791 Arundel Street  
Roll Number: 5804010085155000000  
Legal Description: PT LT C, PL PA59, S OF ARUNDEL ST, E OF 55R3639 EXCEPT PL 818; THUNDER BAY ("the Lands")  
Area: 3.17 ha or 7.82 ac  
File Number: 25 504394

#### EXISTING STATUS:

Present OP: Community  
Present Zoning: CM - Community Zone  
Present Use: Vacant Lands  
Services Available: Yes

#### RECOMMENDATIONS:

Appraised Value: To be determined  
Appraisal Date: N/A  
Notice Method: Post Sign/City's Web Site/ Neighbourhood mail circulation

#### SPECIAL CONDITIONS:

Easements to be granted and/or retained, where required.

#### CONSULTATION:

##### PUBLIC CONSULTATION:

Public notice was provided through neighbourhood letter circulation, signs posted at the property and notice on the City's website. The following feedback was received:

Total Number of Inquiries/Comments: 52

- **Importance of Recreational Trails/Greenspace/Wildlife Displacement –** Forty-one (41) residents expressed the importance of the recreational trails and greenspace to the community and concerns about the displacement of wildlife and other potential environmental impacts due to the loss of trees.
- **Traffic –** Thirty-Three (33) residents expressed concern about increased traffic and questioned the ability of existing infrastructure to handle increased demand, poor walkability and public transit in the area and general concerns about pedestrian safety.

- **Development Density** – Twenty-Three (23) residents expressed concerns that the proposed conceptual development density is too great for the area. Several residents expressed general support for growth and development but at a lower density and with assurances that a natural buffer remain between neighbouring properties and any potential development.
- **Support for Increased Housing** – Eight (8) residents expressed support for increased housing development in the area.
- **Infrastructure Capacity** – Eight (8) residents expressed concern over the capacity of existing infrastructure (e.g. Sewers, water pressures)
- **Loss of Privacy/Increased Noise** – Seven (7) residents expressed concerns regarding the loss of privacy and/or increased noise pollution.
- **Impact to Property Values** – Five (5) residents expressed concern their property values would be negatively impacted.
- **Additional Comments** – Additional comments included a desire to see the LPH Lands developed, a preference for single family dwellings and concerns about school capacity and increase in crime.

#### **INTERNAL AND AGENCY CONSULTATION:**

A circulation was undertaken to the various servicing departments and agencies regarding the surplus of this property, and no objections were received.

## ATTACHMENT "K"

### PROPERTY MAP- 791 ARUNDEL ST.



SURPLUS CITY LAND					
791 Arundel St					
LEGAL: PT OF PLAN 59 PT BLK C					
Prepared By:	MS	Date:	2025-11-06	Scale:	1:4000
Commissioner:	Kerri Marshall	Author:	MM	File No:	NA
LRO PIN:	PT OF 622210022	Roll No:	5804010085155000000, 5804010085159000000 & PT OF 5804010085154000000		

FILE: YDARNS01MAPS122\_AERIAL PHOTOGRAPHY DIGITAL MAPPING RELATED DATASETS\HEALTHY SERVICES\MAPS\ SPECIAL PROJECTS\1414\PROPOSAL\1414\_ARUNDEL\_791\1414\_ARUNDEL\_791\_S1.APKX

**ATTACHMENT "L"**

**CONCEPTUAL PROPOSAL & SITE PLAN - 791 ARUNDEL ST.**





■ Subject Site  
□ Proposed Setbacks  
□ Proposed UG Parking  
□ Existing Buildings  
■ Existing Bus Stops

— Proposed Multi-use Trail  
— Proposed Open Space  
— Proposed Landscape  
— Proposed Terraces  
— Proposed Streets

● Proposed Long-term Bicycle Parking (20 spaces)  
● Proposed Short-term Bicycle Parking (4 spaces)  
● Proposed Loading & Waste Room

● Proposed Parking  
● Proposed Accessible Parking  
→ Proposed Parking Access  
→ Proposed Building Access

■ Retained Trees/Landscape  
■ Proposed Building Step Backs

— 0m  
— 25m  
— 50m  
— 100m

## ATTACHMENT "M"

### GET INVOLVED SURVEY RESULTS

When asked how important it is for the City to support infill development considering Thunder Bay's housing shortage, participants responded:

- Very Important – 43.2%
- Important – 24%
- Somewhat Important – 19.2%
- Not Important – 12.3%
- Not Sure – 1.4%

When asked how supportive they were of the conceptual development proposals for each site, participants responded:

#### **300 Tokio St.**

- Very Supportive - 35%
- Supportive – 25.9%
- Neutral/Not Sure – 25.9%
- Not Supportive – 13.3%

#### **211-223 Tupper St. & 224 Camelot St.**

- Very Supportive – 39.4%
- Supportive – 25.4%
- Neutral/Not Sure – 23.2%
- Not Supportive – 12%

#### **144 Fanshaw St.**

- Very Supportive – 34.2%
- Supportive – 24.7%
- Neutral/Not Sure – 17.8%
- Not Supportive – 23.3%

#### **791 Arundel St.**

- Very Supportive – 29.7%
- Supportive – 20%
- Neutral/Not Sure – 15.9%
- Not Supportive – 34.5%

It is concluded that most of the survey respondents were supportive of the development of the Opportunity Sites for housing development.

The chart below describes the changes made to the concepts for the three sites; 300 Tokio, 144 Fanshaw and 791 Arundel, and how the changes have addressed the summarized feedback received from both the public and Standing Committee-Growth. Please note, the designs are conceptual and would be subject to change based on technical studies undertaken, as well as feedback/comments/requirements addressed through the site plan control process.

### 300 Tokio Street

Feedback Received	How it's been Addressed
1. Greater integration with and enhancement to Picton Park	Adjustments to the concept have been made for greater integration with Picton Park. On the eastern portion of the subject lands, the buffering/naturalization has been increased, and a multi-use trail has been added. The road network and parking configuration have been moved to the east side of the buildings. This will increase park visibility and allow for more efficient vehicular circulation.
2. Greater setbacks from John St., Junot Ave., and back of Picton Ave properties	Setbacks have been increased from John Street and Junot Avenue. Building B has been reconfigured to increase its setback from the back of the properties on Picton Ave.
3. Additional trees/maintenance of buffers at property line to increase privacy and decrease traffic noise	Additional trees/buffering/naturalization has been incorporated along the perimeter and internally to the site. Particularly along the eastern portion, where the lands are adjacent to existing low-rise residential development.
4. Increased outdoor amenity space	The outdoor amenity space has been increased throughout the entire site. The increased amenity area and landscaping allow for a more seamless integration into and throughout the Picton Park area. It will also support easier pedestrian access to and from Picton Park.
5. Concerns with scale of buildings	The building scale and density is permitted under the current "UM" – Urban Mid-rise Zone. Based on the development regulations of the "UM" Zone, the lands could support up to 426 units, 400 units are being proposed, with a building height of 20.0m, well under the permitted 25.0m maximum.
6. Address the character of the neighbourhood	Though remaining conceptual, the appearance of the buildings has been refined to provide additional details, both in terms of design and building materials. Building step-backs are being proposed along the southeast façade of the south elevation. This is the portion of the building adjacent to the established low-rise residential development. This is an architectural and urban design

	feature that reduces the perceived scale of larger buildings and achieves gradual increase from the low-rise residential buildings to the proposed mid-rise buildings. The stepbacks will allow for a more seamless integration of a higher density building with the existing low-rise residential development.
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### 144 Fanshaw Street

Feedback Received	How it's been Addressed
1. Greater setbacks from hydro corridor to address privacy of residents on Elron Crescent	Setbacks have been increased from all property lines.
2. Additional trees/maintenance of buffer at property line to increase privacy and decrease traffic noise	Buffering has been increased along all property lines to increase privacy. The building itself will help to reduce noise coming from the existing roads and increased traffic, in addition to the existing Hydro Corridor.
3. Concerns with scale of the building	The building scale has been reduced both in height and number of units. The units have been reduced from 200 to 150, and the building height has been reduced from 20.0m (6 storeys) to 17.0m (5 storeys).
4. Address the character of the neighbourhood	The design of the building has been refined to provide additional details, both in terms of design and building materials. Building stepbacks are being proposed along the northwest façade of the north elevation. This is the side of the building adjacent to the existing low-rise residential development. This is a common architectural and urban design feature that helps to reduce the perceived impact of larger buildings and will allow for a more gradual increase from the low-rise residential buildings to the proposed mid-rise building. This will allow for a more seamless integration of a higher density building with the existing low-rise residential development. Making it more consistent with the existing character of the area. A multi-use trail network is conceptually shown. Additional open space is being proposed throughout the site. This allows for the proposed development to better integrate with the existing naturalized feel of the area but also incorporating and building upon these features within the site itself.

**791 Arundel Street**

<b>Feedback Received</b>	<b>How it's been Addressed</b>
1. Greater integration with the existing trail system	The adjusted design conceptually proposes to relocate the existing trail along the back of the properties that front Toledo Street and improve the existing trail/trail network.
2. Larger natural buffer area to enhance privacy for residents on Toledo St	Proposing to maintain as much of the established tree line along the western portion of the site as possible for buffering for residents along Toledo St.
3. Natural buffer area along Arundel St	Buffering/landscaping/naturalization along Arundel Street has increased.
4. Concerns with scale of buildings	The building scale has been reduced in terms of the number of buildings, units and height. The number of buildings has been reduced from 3 to 2. The number of units has been reduced from 600 to 400. Previously, all buildings were proposed at 20.0m (6-storeys). Building A is now proposed at 19.8m (6-storeys) and Building B is now proposed at 16.8m (5-storeys).
5. Address the character of the neighbourhood	The design of the buildings has been refined to provide additional details, both in terms of design and building materials. Building step-backs are being proposed along the northeast façade of the north elevation. This is an architectural and urban design feature to reduce the perceived impact of larger buildings and achieve a gradual increase from the low-rise residential buildings to the proposed mid-rise buildings. Additional landscaped open space is being proposed throughout the site, this is to be sensitive to and compliment the highly naturalized area surrounding the subject site. The intention is to retain as many trees as possible and buffering around the site.
6. Consider integration of commercial amenities within development	The proposed development is for residential use. Commercial uses are not permitted in the UM zone and are not currently being contemplated for this site. However, additional homes will increase demand to support nearby commercial activity where permitted.
7. Consider addition of sidewalk along Arundel St, and increased walking/cycling amenities	There is a multi-use trail proposed around, and throughout the site, along with open space and pathways. The proposed network can accommodate pedestrians and cyclists.

	This can also be refined through the site plan control process.
8. Greater setbacks from existing neighbourhood of low-rise residential development (single detached homes)	Setbacks have been increased from all property lines. The reduction in the number of buildings has also increased the building separation between the existing low-rise residential development along Toledo Street and the proposed buildings on the subject lands. The entrance to the site has been conceptually moved further east and away from the Arundel St and Toledo St intersection, further from the residence on the southeast corner of this intersection, and away from the entrance to the Chartwell located on the north side of Arundel Street. This will require further review through site plan control.



# **City Council Report**

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**REPORT NUMBER** 016-2026-Corporate Services-Finance

**DATE**

**PREPARED**

December 12, 2025

**FILE**

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**CITY COUNCIL** January 13, 2026

**MEETING DATE**

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**SUBJECT** Thunder Bay Community Auditorium Reserve Fund Request

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## **RECOMMENDATION TO CITY COUCIL**

WITH RESPECT to Report 016-2026-Corporate Services-Finance, we recommend that up to \$93,000 be allocated to the Thunder Bay Community Auditorium Inc. for eligible engineering consulting costs, with financing from the Thunder Bay Community Auditorium Capital Reserve Fund;

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

## **EXECUTIVE SUMMARY**

This report recommends that the City of Thunder Bay provide funding to the Thunder Bay Community Auditorium Inc. (the “Tenant”) so that the Tenant can procure engineering studies to support future capital repairs and funding applications for the auditorium facility. The recommended funding source is the Thunder Bay Community Auditorium Capital Reserve Fund, which was established in 2023 to support the long-term sustainability of the TBCA facility.

## **DISCUSSION**

The Thunder Bay Community Auditorium (TBCA) is a City-owned facility that is operated by the Thunder Bay Community Auditorium Inc. (the “Tenant”) under a lease agreement between the City (the “Landlord”) and the Tenant. As per the terms of the lease, the TBCA is responsible to maintain the facility.

In 2022, City Council approved the establishment of the Thunder Bay Community Auditorium Capital Reserve Fund to support the longevity of the facility and financial sustainability of TBCA operations. An initial contribution of \$100,000 was included in the City’s 2023 Operating Budget with further annual contributions of \$150,000 to be included in the Operating Budgets from 2024 to 2027 until the commencement of Capital Reserve Rent payments by the Tenant.

Withdrawals from the Thunder Bay Community Auditorium Capital Reserve Fund are for TBCA facility capital expenditures, restricted in accordance with the TBCA lease agreement.

The Tenant is currently developing a multi-year renovation plan that is projected to commence in 2026. This plan is intended to preserve the facility, reduce operating costs and enhance the audience experience. The intention of this report is to allow for use of the Reserve Fund in order to cover the costs of the engineering assessment required to proceed with larger capital project planning with the goal of leveraging external funding opportunities.

Administration has reviewed the request and has determined that it meets the criteria for eligible use of the Thunder Bay Community Auditorium Capital Reserve Fund as a funding source.

### **CONSULTATION**

The Tenant had requested additional funding through the Community, Youth and Cultural Funding Program (CYCFP); however, the request was denied by the review committee. A component of the funding request was intended to secure engineering studies to support long-term capital planning and external funding applications.

On December 9, 2025 the Finance & Administration Standing Committee heard an appeal of the review committee's decision in Closed Session. While the Standing Committee upheld and endorsed the review committee's CYCFP recommendation, it referred the request for funding of the engineering studies back to Administration to be brought forward directly to City Council for consideration.

Following this review, the funding request is now being presented to City Council for consideration and approval.

### **FINANCIAL IMPLICATION**

The Thunder Bay Community Auditorium Capital Reserve Fund was created to support capital improvements in the facility. The estimated uncommitted balance in this reserve fund at December 31, 2025 is approximately \$290,400 and is sufficient to cover the requested \$93,000.

### **BACKGROUND**

The Thunder Bay Community Auditorium is a City-owned facility that is operated under a lease agreement between the City and the Tenant. In Report 221-2022, Council approved the formal changes to the arrangement between TBCA and the City effective January 1, 2023.

This report also provided City Council's approval to establish a Thunder Bay Community Auditorium Capital Reserve Fund, to be used for the exclusive purpose of capital improvements, renovations, repairs, and maintenance of the Facility operated by the TBCA.

Based on the direction within this report, Administration included an initial contribution of \$100,000 to the TBCA Capital Reserve Fund in the 2023 Budget funded by the Capital General Reserve Fund. Subsequent annual contributions of \$150,000 in each 2024 and 2025 which were approved through the respective annual budget processes. Additional contributions for 2026 and 2027 will be presented to Council for consideration through the regular annual budget deliberations.

The completion of this transition was intended to promote greater financial responsibility for TBCA as their funds were to be fully separated from the City following the transition.

The TBCA continues to be a recipient of an annual Sustaining Funding through the Community, Youth & Cultural Funding Program. Budget recommendations for 2026 will be presented to Council in January 2026 and are subject to approval in the 2026 budget. Once approved, a Funding Agreement will be executed with the TBCA to outline the terms of the sustaining grant funding.

In November 2025 Council approved the TBCA request to access \$119,627 from the reserve fund to support capital expenses incurred in 2025.

***REFERENCE MATERIAL ATTACHED***

None

***REPORT PREPARED BY***

Andrea Morrison, CPA, CA, Director Finance, Corporate Services

***REPORT SIGNED AND VERIFIED BY***

Keri Greaves, CPA, Commissioner – Corporate Services & City Treasurer

12/18/2025 (MM/DD/YEAR)



## **Memorandum**

**Corporate By-law Number:** 004-2026-Growth-Development Services-Planning Services

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**TO:** Office of the City Clerk **FILE:** Z-06-2025

**FROM:** Adam Crago, Planner II  
Planning Services, Growth Department

**DATE PREPARED:** December 17, 2025

**SUBJECT:** By-law 4-2026 – Temporary Zoning By-law Amendment – 1755 John Street Road

**MEETING DATE:** City Council - January 13, 2026

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**By-law Description:** A By-law to amend By-law 1/2022 (The Zoning By-law) of The Corporation of the City of Thunder Bay (1755 John Street Road).

**Authorization:** Report 5-2026 (Planning Services) – City Council (Public Meeting), January 13, 2026

**By-law Explanation:** The purpose of this By-law is to amend By-law 1/2022, as amended, the City of Thunder Bay Zoning By-law. Specifically this by-law permits a garden suite as a temporary use on the subject lands for a period of up to 20 years being January 13, 2046.

### **Schedules and Attachments:**

Exhibit to By-law 4-2026

### **Amended/Repealed By-law Number(s):**



THE CORPORATION OF THE CITY OF THUNDER BAY  
BY-LAW NUMBER 4-2026

A by-law to amend By-law 1/2022 (The Zoning By-law) of  
The Corporation of the City of Thunder Bay  
(1755 John Street Road)

Recitals

1. A new Corporation of the City of Thunder Bay Zoning By-law 1/2022 was approved on April 11, 2022.
2. Authority is provided in accordance with Section 34 of the Planning Act, R.S.O. 1990, as amended (the "Act"), to pass a By-law to amend By-law Number 1/2022 of The Corporation of the City of Thunder Bay.
3. In accordance with Subsections 34 (12) and 34 (13) of the Act, notice of a Public Meeting was given on December 10, 2025, and a Public Meeting was held on January 13, 2026 at which Report 5-2026 (Planning Services) was considered.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF THUNDER BAY ENACTS AS FOLLOWS:

1. Map 5J and 6J of Schedule "A" to By-law Number 1/2022 is amended by removing the following parcel of land from the "RU" – Zone and instead designating it as "RU<sup>SP113</sup>" – Zone subject to site-specific provision 113:

Mining Location K East Part described as Part 5 on RP 55R-12151, within Thunder Bay, in the District of Thunder Bay and shown as "Property Location" on the Exhibit to and forming part of this Amending By-law.
2. Schedule "C" of By-law Number 1/2022 is amended by adding the following paragraph to it:

SP113: Site-specific provision no. 113

The following provisions apply to lands zoned RU<sup>SP113</sup> as shown on Maps 5J and 6J of Schedule "A":

- a) In addition to the uses permitted in Section 1.1.1.2b, a Garden Suite shall also be permitted as a secondary use, provided it is removed on or before January 13, 2046.

**Exhibit to SP113**

3. This By-law shall come into force and take effect on the date it is passed.

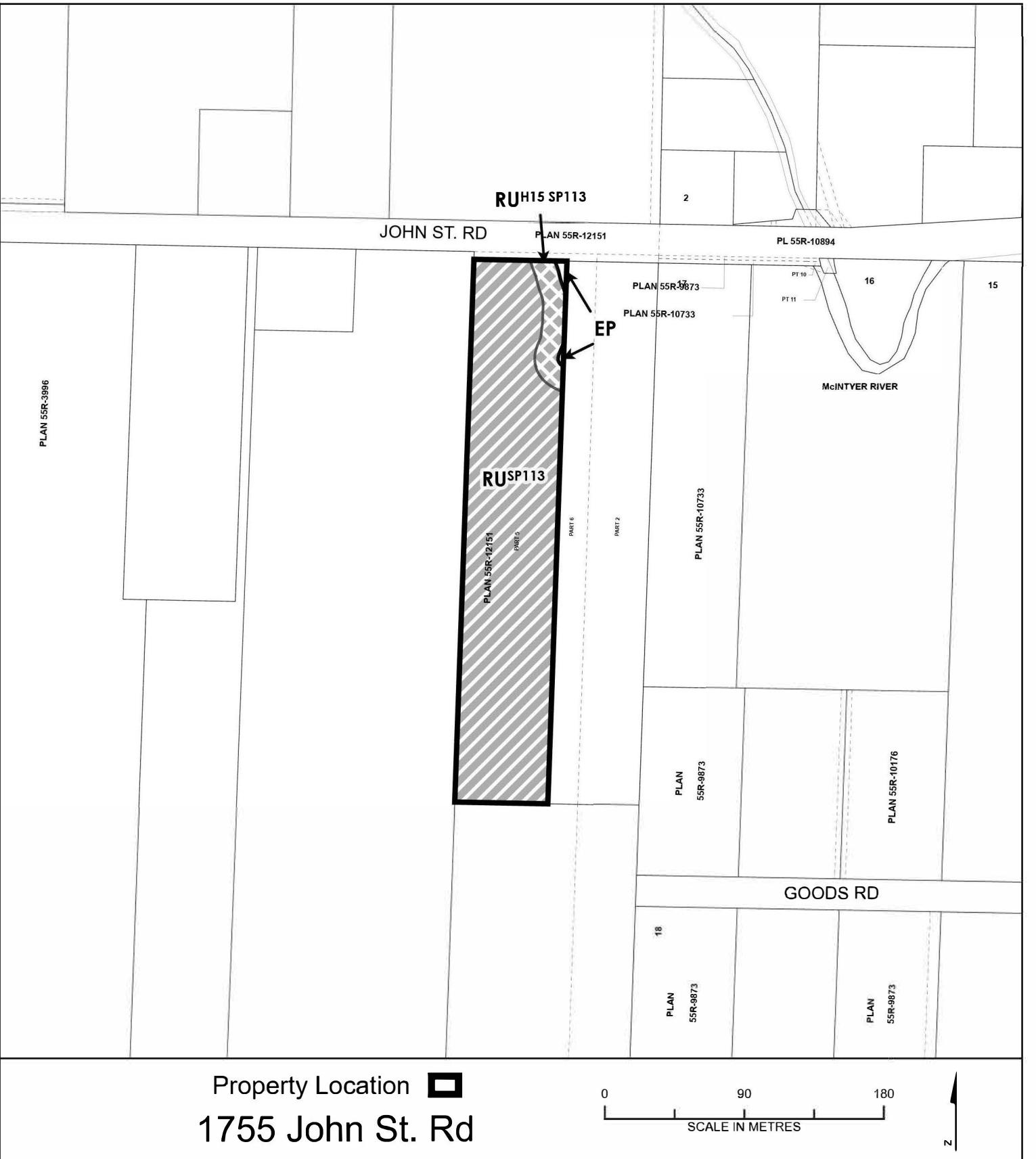
Enacted and passed this 13th day of January, A.D. 2026 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

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Andrew Foulds  
Speaker

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Krista Power  
City Clerk



THIS IS EXHIBIT ONE TO SP 113



## **Memorandum**

**Corporate By-law Number:** 007-2026-Corporate Services-Revenue

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**TO:** Office of the City Clerk **FILE:**

**FROM:** Kathleen Cannon,  
Revenue, Corporate Services

**DATE PREPARED:** 12/10/25

**SUBJECT:** By-law 7-2026 - 2026 Interim Tax Levy

**MEETING DATE:** 1/13/26  
City Council – January 13, 2026

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**By-law Description:** A By-law to provide for a 2026 Interim Tax Levy.

**Authorization:** Report 372-2025 (Corporate Services – Revenue) – City Council – December 2, 2025.

**By-law Explanation:** A By-law to provide for the payment of the interim tax levy in two equal installments, to fix the dates upon which such interim tax levy shall become due and payable and to establish penalty and interest rate for non-payment or late payment of property taxes.

**Schedules and Attachments:**

**Amended/Repealed By-law Number(s):**



THE CORPORATION OF THE CITY OF THUNDER BAY  
BY-LAW NUMBER 7-2026

A By-law to provide for a 2026 Interim Tax Levy

Recitals

1. Subsection 317(1) of the *Municipal Act, 2001*, provides that a local municipality, before the adoption of the estimates for the year, may pass a by-law levying amounts on the assessment of property in the local municipality ratable for local municipal purposes.
2. Subsection 317(3) of the *Municipal Act, 2001*, provides that the amounts levied are subject to the following rules:
  1. The amount levied on a property shall not exceed the prescribed percentage, or 50 percent if no percentage is prescribed, of the total amount of taxes for municipal and school purposes levied on the property for the previous year;
  2. The percentage under paragraph 1 may be different for different property classes, but shall be the same for all properties in a property class; and
  3. For the purposes of calculating the total amount of taxes for the previous year under paragraph 1, if any taxes for municipal and school purposes were levied on a property for only part of the previous year because assessment was added to the tax roll during the year, an amount shall be added equal to the additional taxes that would have been levied on the property if the taxes for municipal and school purposes had been levied for the entire year;
3. It is expedient to provide for an interim levy on all property classes in the City as set forth in this by-law, to provide for the payment of same in two equal installments and to fix the dates upon which such interim tax levy shall become due and payable.
4. Section 345 of the *Municipal Act, 2001* provides that a municipality may, in accordance with this section, pass by-laws to impose late payment charges for the non-payment of taxes or any installment by the due date.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF THUNDER BAY ENACTS AS FOLLOWS:

1. Pursuant to Section 317 of the *Municipal Act, 2001*, an interim tax levy is imposed on the assessment of all property in The City of Thunder Bay;
2. The amount levied shall be 50 percent, for all property classes, of the total amount of taxes for municipal and school purposes levied on the property for the previous year as determined under Subsection 317(3) of the *Municipal Act, 2001*.
3. (1) The said interim taxes shall be paid into the office of the Treasurer of The Corporation of the City of Thunder Bay (referred to in this by-law as "the Treasurer") in two (2) equal installments as follows:
  - (a) One-half of the interim taxes shall become due and payable on the 4th day of March, 2026 and;
  - (b) One-half of the interim taxes shall become due and payable on the 6th day of May, 2026.

(2) Despite subsection 3(1) of this by-law, the Treasurer is authorized to receive payments on account of taxes in advance of the date fixed for the payment of any installment of such taxes.
4. The Treasurer is authorized to mail or cause to be mailed the notices of taxes due to the address of the residence of the person to whom such notice is required to be given.
5. The Treasurer is empowered to accept part payment from time to time on account of any taxes due.
6. That in accordance with subsection 345(2) of The Act, there shall be imposed a penalty for non-payment or late payment of all installment amounts that become due in 2026 and remain unpaid. The penalty shall be one and one-quarter per cent (1.25%) of the amount in default on the first day immediately following the installment due date and such penalty shall be forthwith collected by the Treasurer.
7. That in accordance with subsection 345(3) of The Act, interest shall accrue at a rate of one and one-quarter per cent (1.25%) against all amounts that have become due and remain unpaid. Such interest shall be calculated and imposed on the first day of the calendar month following the default of each installment levied in 2026 and again on the first day of each calendar month thereafter for so long as the installment remains unpaid.

8. This By-law shall come into force and take effect on the date it is passed.

Enacted and passed this 13<sup>th</sup> day of January, A.D. 2026 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

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Andrew Foulds  
Speaker

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Krista Power  
City Clerk



## **Memorandum**

**Corporate By-law Number:** 010-2026-Corporate Services-Licensing & Enforcement

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**TO:** Office of the City Clerk **FILE:**

**FROM:** Jan Quek-Ferland  
Corporate Services – Licensing & Enforcement

**DATE PREPARED:** December 5, 2025

**SUBJECT:** By-law 010-2026 – Appointment of Persons to Enforce Parking

**MEETING DATE:** City Council - January 13, 2026

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**By-law Description:** A By-law to amend By-law Number 99-2005, being a By-law to appoint Municipal Law Enforcement Officers for The Corporation of the City of Thunder Bay for the Enforcement of Municipal Parking By-laws.

**Authorization:** Report 2005.041 (Parking Authority) - Committee of the Whole - March 7, 2005.

**By-law Explanation:** The purpose of this By-law is to maintain an up-to-date listing of active Municipal Law Enforcement Officers (Development & Emergency Services Department/Parking Authority) by deleting the inactive Officers and adding the names of persons who will be enforcing Parking By-laws for the Parking Authority, the City, and Private Property Owners.

**Schedules and Attachments:**

**Amended/Repealed By-law Number(s):**



THE CORPORATION OF THE CITY OF THUNDER BAY  
BY-LAW NUMBER 010-2026

A by-law to amend By-law Number 99-2005, being a by-law to appoint Municipal Law Enforcement Officers for The Corporation of the City of Thunder Bay for the enforcement of Municipal Parking By-laws

Recitals

1. By-law Number 99-2005, enacted and passed August 8, 2005, authorizes amendments to update the appointment of officers as appointed by By-law Number 99-2005.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF THUNDER BAY ENACTS AS FOLLOWS:

1. Schedule "A" – Municipal Law Enforcement Officers, is amended as follows:

- (i) The following names are deleted:

Jon Hari	Htoolay Kaw	Stan Nemec
Tricia Sampson	Leona Tarini	Ken Yanishewski

- (ii) The following names are added:

Brent Adamson	Daniel Desaultels	Nevaeh Dodge
Nick Enders	Andrew Hill	Len Hunt
Ken Kopechanski	Justin Lewtas	William Nigro
Andrew Nowack	Alexis Rowlinson	Chris Schiiler
Kevan Stranges	Jodie Wilson	

2. This By-law shall come into force and take effect on the date it is passed.

Enacted and passed this 13<sup>th</sup> day of January, A.D. 2026 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

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Andrew Foulds  
Speaker

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Krista Power  
City Clerk



## Memorandum

**Corporate By-law Number:** 013-2026-Growth-Development Services-Planning Services

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**TO:** Office of the City Clerk **FILE:** **H-03-2025**

**FROM:** Adam Crago  
Development Services, Growth Department

**DATE PREPARED:** December 17, 2025

**SUBJECT:** By-law 013-2026 – Holding Symbol Removal – King Road and Broadway Avenue

**MEETING DATE:** City Council - January 13, 2026

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**By-law Description:** A By-law to remove a Holding Symbol pursuant to Section 36 of the Planning Act R.S.O., as amended (King Road and Broadway Avenue).

**Authorization:** By-law 1/2022 – New Comprehensive Zoning By-law – City Council – April 11, 2022

**By-law Explanation:** The purpose of this By-law is to amend By-law 1/2022, the City of Thunder Bay Zoning By-law, as it applies to Registered Plan W781, Part of Lot 1, being Part 3 on RP 55R-13832 (corner of Broadway Avenue and King Road) to remove the "H" - Holding Symbol from the property.

The land is currently zoned "RU<sup>H14</sup>" – Rural Zone – Holding Provision 14. Removing the holding symbol (H14) from the "RU<sup>H14</sup>" Zone, as it applies to these lands, will allow development in accordance with Rural Zone regulations.

**Schedules and Attachments:**

Exhibit to By-law 013-2026

**Amended/Repealed By-law Number(s):**



THE CORPORATION OF THE CITY OF THUNDER BAY  
BY-LAW NUMBER 013-2025

A by-law to remove a Holding Symbol pursuant to  
Section 36 of the *Planning Act* R.S.O., as amended  
(King Road and Broadway Avenue)

Recitals

1. By-law 1/2022, being the City of Thunder Bay Zoning By-law, was enacted on the 11th day of April, 2022.
2. This By-law placed the lands shown as "Property Location" on the Exhibit to and forming part of this By-law in the "RU<sup>H14</sup>" – Rural Zone – Holding provision 14.
3. Section 36 of the Planning Act, R.S.O. 1990, provides that Council may pass an amending by-law to remove the holding symbol.
4. The conditions for the removal of the holding symbol, as set out in By-law Number 1/2022, have now been satisfied.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF THUNDER BAY ENACTS AS FOLLOWS:

1. By-law 1/2022 is amended by removing the "H" – Holding Symbol from the lands shown as "Property Location" on the Exhibit to and forming part of this By-law, from the lands as they are shown on Map 10F to By-law 1/2022.
2. This By-law is in accordance with the City of Thunder Bay Official Plan, as amended.
3. This By-law shall come into force and take effect on the date it is passed.

Enacted and passed this 13th day of January, A.D. 2026 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

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Andrew Foulds  
Speaker

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Krista Power  
City Clerk



THIS IS EXHIBIT ONE TO BY-LAW NUMBER 013 - 2026

MAYOR \_\_\_\_\_  
CITY CLERK \_\_\_\_\_



## **Memorandum**

**Corporate By-law Number:** 020-2026-City Manager's Office-Office of the City Clerk

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**TO:** Office of the City Clerk **FILE:**

**FROM:** Linda Crago  
Office of the City Clerk, City Manager's Department

**DATE PREPARED:** December 15, 2025

**SUBJECT:** By-law 20-2026 – A by-law to amend By-law 11-2007, with respect to Paragraph 7 – to update the Appointment of Lottery Licensing Officers.

**MEETING DATE:** City Council - January 13, 2026

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**By-law Description:** A by-law to amend By-law 11-2007, being a by-law to appoint Officers for The Corporation of the City of Thunder Bay.

**Authorization:** Report 2003.231 (Development Services) – Committee of the Whole – August 5, 2003.

**By-law Explanation:** The purpose of this By-law is to amend By-law 11-2007, being a by-law to appoint Officers for The Corporation of the City of Thunder Bay (Development Services Department/Finance Department) to update the appointment of Officers.

**Schedules and Attachments:**

**Amended/Repealed By-law Number(s):**



THE CORPORATION OF THE CITY OF THUNDER BAY  
BY-LAW NUMBER 20-2026

A by-law to amend By-law 11-2007, being a by-law to appoint Officers for The Corporation of the City of Thunder Bay, with respect to Paragraph 7 – to update the Appointment of Lottery Licensing Officers

Recitals

1. By-law 192-2003 enacted and passed August 11, 2003 authorizes amendments to update the appointment of Lottery Licensing Officers as appointed by By-law Number 11-2007.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF THUNDER BAY ENACTS AS FOLLOWS:

1. Paragraph 7 is amended by adding the following names:

Lindsey Kosolowski

Jeff Walters

2. This By-law shall come into force and take effect on the date it is passed.

Enacted and passed this 13th day of January, A.D. 2026 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

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Andrew Foulds  
Speaker

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Krista Power  
City Clerk



## **Memorandum**

**Corporate By-law Number:** 015-2026-City Manager's Office-Office of the City Clerk

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**TO:** Office of the City Clerk **FILE:**

**FROM:** Linda Crago  
Office of the City Clerk, City Manager's Department

**DATE PREPARED:** December 10, 2025

**SUBJECT:** By-law 15-2026 – Confirming By-law – January 13, 2026

**MEETING DATE:** City Council - January 13, 2026

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**By-law Description:** A By-law to confirm the proceedings of a meeting of Council, this 13<sup>th</sup> day of January 2026.

**Authorization:** Committee of the Whole - 2003/02/24

**By-law Explanation:** To confirm the proceedings and each motion, resolution and other action passed or taken by the Council at this meeting is, except where prior approval of the Ontario Land Tribunal is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

**Schedules and Attachments:**

**Amended/Repealed By-law Number(s):**



THE CORPORATION OF THE CITY OF THUNDER BAY  
BY-LAW NUMBER 15-2026

A By-law to confirm the proceedings of a meeting of  
Council, this 13<sup>th</sup> day of January 2026.

Recitals

1. Subsection 5(1) of the Municipal Act, 2001, S.O. 2001 c. 25, as amended, provides that the powers of a municipal corporation are exercised by its Council. Subsection 5(3) provides that those powers are to be exercised by by-law.
2. Council considers it appropriate to confirm and adopt its proceedings at this meeting by by-law.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF THUNDER BAY ENACTS AS FOLLOWS:

1. The actions of the Council at the following meeting:

13th day of January, 2026 OPEN SESSION, CITY COUNCIL MEETING

and each motion, resolution and other action passed or taken by the Council at that meeting is, except where prior approval of the Ontario Land Tribunal is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

2. The Mayor and the proper officials of The Corporation of the City of Thunder Bay are authorized and directed to do all things necessary to give effect to the actions of the Council referred to in Section 1 of this By-law. In addition, the Clerk is authorized and directed to affix the corporate seal to any documents which require it.

3. This By-law shall come into force on the date it is passed.

Enacted and passed this 13th day of January, A.D. 2026 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

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Andrew Foulds  
Speaker

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Krista Power  
City Clerk