



**City Council Meeting
Additional Information**

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

	Pages
8. Consent Agenda and Consent Agenda Resolution	
8.3 Finance & Administration Standing Committee Minutes	
*8.3.1 Finance and Administration Standing Committee Meeting Minutes	2 - 6
Minutes of the Finance and Administration Standing Committee Meeting held on January 6, 2026, for information.	
8.13 Appointment of Acting Fire Chief	
*8.13.1 Appointment of Acting Fire Chief	7
Memorandum from Kayla Dixon, Commissioner - Infrastructure & Operations dated December 15, 2025 providing a recommendation to approve the appointment of the Acting Fire Chief, for Council's consideration.	
*8.16 Tbaytel Dividend Model	8 - 12
Report 26-2026 - Corporate Services - Finance providing information regarding the current Dividend Policy for Tbaytel and to make recommendations for revisions to the policy.	
10. By-laws and By-law Resolution	
10.5 By-law 19-2026 - Appointment of Acting Fire Chief	
*10.5.1 By-law 19-2026 - Appointment of Acting Fire Chief	13 - 14
A By-law to provide for the appointment of an Acting Chief of Fire for Thunder Bay Fire Rescue and The Corporation of the City of Thunder Bay.	



Finance and Administration Standing Committee Meeting Minutes

Tuesday, January 6, 2026, 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
Dawne Latta, Deputy City Solicitor
Keri Greaves, Commissioner - Corporate Services & City Treasurer
Jack Avella, Director - Corporate Information Technology
Andrea Morrison, Director - Finance
Kristin Lovato-Day, Policy & Research Analyst
Flo-Ann Track, Council & Committee Clerk

1. Finance and Administration Standing Committee in the S.H. Blake Memorial Auditorium (Council Chambers)

Chair: Councillor Mark Bentz

2. Land Acknowledgement

Councillor Albert Aiello provided a land acknowledgement.

3. Disclosures of Interest

4. Confirmation of Agenda

MOVED BY: Councillor Brian Hamilton
SECONDED BY: Councillor Albert Aiello

WITH RESPECT to the Tuesday, January 6, 2026 Finance and Administration Standing Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

5. Minutes of Previous Meetings

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

6. Reports of Administration

6.1 2025 Digital Strategy Update

Report 014-2026 Corporate Services - Corporate Information Technology providing a progress update on initiatives which are included and/or support the Corporate Digital Strategy (the Strategy) for the period from October 2024 through November 2025, for information.

Deputation request dated January 5, 2026 from Shane Judge relative to Report 014-2026 Corporate Information Technology was distributed separately on Monday, January 5, 2026.

Shane Judge appeared before Committee, provided a deputation relative to the above noted and responded to questions.

6.2 2026 Community Partnership Fund Applications

Report 008-2026 - Corporate Services - Finance requesting endorsement from the Finance and Administration Standing Committee relative to a successful application for Community Partnership funding for the 2026 fiscal year.

MOVED BY: Councillor Albert Aiello
SECONDED BY: Councillor Michael Zussino

WITH RESPECT to Report 008-2026-Corporate Services-Finance, we request endorsement from the Standing Committee to forward the following recommendation to City Council:

WE RECOMMEND THAT funding in the amount of \$450,000 be approved for Our Kids Count pursuant to an application submitted under the Community Partnership Fund to be funded from the Community Partnership Reserve Fund;

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

CARRIED

6.3 Reserve and Reserve Fund Policy Update

Report 021-2026-Corporate Services-Finance seeking endorsement from the Finance and Administration Standing Committee with respect to amendments to By-law 220-2023 - Consolidated By-law Fund By-law, as outlined in this Report.

MOVED BY: Councillor Michael Zussino

SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to Report 021-2026-Corporate Services-Finance, we request endorsement from the Finance and Administration Standing Committee to forward the following recommendations to City Council:

WE RECOMMEND THAT the amendments to the following Reserve Funds with respect to By-law 220-2023 be approved as outlined in this Report:

- Capital General Reserve Fund;
- Building Faster Fund Reserve Fund;
- Building Permit Reserve Fund;
- Canada-Community Building Fund Reserve Fund;
- Ontario Community Instructure Fund (OCIF) Reserve Fund;
- Ontario Municipal Commuter Cycling (OMCC) Reserve Fund;
- and Parkland Dedication Reserve Fund;

AND THAT the following by-law schedules included in By-law 220-2023 be repealed and replaced with the revised by-law schedules as appended in Attachments 1-7:

- Schedule 8 - Capital General Reserve Fund;

- Schedule 51 - Building Faster Fund Reserve Fund;
- Schedule 5 - Building Permit Reserve Fund;
- Schedule 6 - Canada-Community Building Fund Reserve Fund;
- Schedule 27 - Ontario Community Infrastructure Fund (OCIF) Reserve Fund;
- Schedule 28 - Ontario Municipal Commuter Cycling (OMCC) Reserve Fund;
and
- Schedule 30 - Parkland Dedication Reserve Fund;

AND THAT the Animal Control Reserve schedule within Appendix A – Schedule of Reserves included in the Reserve and Reserve Fund Policy (Policy 05-01-08) be repealed and replaced with the revised Animal Control Reserve schedule as appended in Attachment 8;

AND THAT an Assessment Growth Reserve Fund, Community Improvement Plans (CIPs) Reserve Fund, Parks & Open Spaces Reserve Fund, and Solid Waste & Recycling Reserve Fund be created as detailed in this Report;

AND THAT By-law 220-2023 be amended by adding Schedules 52 to 57, as appended in Attachments 9 to 14;

AND THAT \$500,000 be transferred from the Assessment Growth Reserve Fund to the CIPs Reserve Fund to provide initial funding for the Growth Community Improvement Plan;

AND THAT \$180,700 be transferred to the Parks & Open Spaces Reserve Fund from the Land Development Account;

AND THAT all recommendations included within this report, be effective for the 2025 fiscal year;

AND THAT the amendment to By-law 220-2023 be presented to City Council for ratification.

CARRIED

7. New Business

8. Adjournment

The meeting adjourned at 5:47 p.m.



Infrastructure & Operations Department

Memorandum

TO: Krista Power, Director – Legislative Services & City Clerk **FILE:**

FROM: Kayla Dixon, Commissioner Infrastructure & Operations

DATE: December 15, 2025

SUBJECT: Appointment of Acting Chief of Fire

MEETING & DATE: City Council – January 13, 2026

The purpose of this memorandum is to recommend that City Council authorize the appointment of Dave Tarini to Acting Chief of Fire for Thunder Bay Fire Rescue.

The Fire Protection and Prevention Act, Section 6(1) requires the council of a municipality to appoint a fire chief for the fire department. The following recommendation is presented for Council’s consideration:

WITH RESPECT to the Memorandum from Kayla Dixon, Commissioner – Infrastructure & Operations dated December 15, 2025, we recommend that Dave Tarini be appointed to Acting Chief of Fire for Thunder Bay Fire Rescue effective January 30, 2026;

AND THAT By-Law 216-2024 - Appointment of Chief of Fire be repealed;

AND THAT By-law 019-2026 - Appointment of Acting Chief of Fire be presented to City Council for ratification on January 13, 2026;

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

City Council Report

REPORT NUMBER 026-2026-Corporate Services-Finance

DATE

PREPARED

December 19, 2025

FILE

**CITY COUNCIL
MEETING DATE**

January 13, 2026

SUBJECT

Tbaytel Dividend Model

RECOMMENDATION TO CITY COUNCIL

WITH RESPECT to Report 026-2026-Corporate Services-Finance, we recommend that the revised Tbaytel Dividend Policy as contained within this report and encompassing three major elements (a Fixed Annual Dividend, a Performance Dividend and a Special Dividend) be approved;

AND THAT the Dividend Policy continue to serve as a direction to the Tbaytel Municipal Services Board for purposes of payment of future dividends to the City of Thunder Bay;

AND THAT a review of the Tbaytel Dividend policy be undertaken every two years;

AND THAT the next review occurs in conjunction with the 2027 Third Quarter update from Tbaytel;

AND THAT the Fixed Annual Dividend of \$21.0 million (2026) and \$22.0 million (2027), be included as general corporate revenue in the Operating Budgets;

AND THAT a portion of the annual increase to the Fixed Annual Dividend be used to supplement the base capital tax levy to achieve a 5% year-over-year increase;

AND THAT Administration be directed to recommend, through the annual budget process, the transfer of \$500,000 from the Fixed Annual Dividend to an appropriate reserve or reserve fund;

AND THAT the Performance and Special Dividends, including the planned Special Dividends of \$2.0 million in 2026 and \$3.0 million in 2027, be directed to the Renew Thunder Bay Reserve Fund;

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

EXECUTIVE SUMMARY

The purpose of this report is to provide information regarding the current Dividend Policy for Tbaytel and to make recommendations for revisions to the policy.

The report recommends the Fixed Annual Dividend be increased to \$21.0 million for 2026 and \$22.0 million for 2027, included as general corporate revenue in the Operating Budgets.

From the Fixed Annual Dividend, Administration recommends a \$500,000 contribution to an appropriate reserve or reserve fund, be included in the 2026 and 2027 Operating Budgets.

To support efforts to close the City's capital infrastructure gap, a portion of the Tbaytel Fixed Annual Dividend will be allocated to Tax-Supported capital. In accordance with the 2026 Budget Direction Report 216-2025 Corporate Services-Finance, the base capital tax levy is to increase by 5% in 2026 and 2027, supplemented through use of the Tbaytel Dividend.

In 2025, a Special Dividend of \$4.5 million was declared over two years (\$2.5 million in 2025 and \$2.0 million in 2026). In accordance with the current Dividend Policy, this Special Dividend will be transferred into the Renew Thunder Bay Reserve Fund, and per Report 168-2025-Infrastructure & Operations-Engineering, will be subsequently transferred from the Renew Thunder Bay Reserve Fund to the Indoor Turf Facility Reserve Fund to support construction of the Tbaytel Multiplex facility.

Tbaytel has announced additional Special Dividends of \$2.0 million in 2026 and \$3.0 million in 2027 which will continue to be directed into the Renew Thunder Bay Reserve Fund.

DISCUSSION

Current Dividend Policy

The Tbaytel Dividend Policy was last revised in 2023 and encompasses three components:

Fixed Annual Dividend

The Fixed Annual Dividend of \$19.0 million for 2024 and \$19.5 million for 2025, flows quarterly to the City. The dividend is included as general corporate operating revenue in the City's operating budget, reducing the municipal tax levy. The operating budget also included contributions to the Stabilization Reserve in the amount of \$250,000 (2024) and \$500,000 (2025) unless the year-end uncommitted balance of that reserve is greater than \$10.0 million, in which case excess funds are to be transferred to the Capital General Reserve Fund.

Performance Dividend

An annual Performance Dividend to the City, calculated as 25% of net income over the approved plan (exclusive of unbudgeted government grants), is paid following the finalization of year-end financial reporting. Performance Dividends are to be transferred to the Renew Thunder Bay Reserve Fund.

No Performance Dividend was paid in 2023 and \$530,871 was paid in 2024.

Special Dividend

Following an annual review of both the retained earnings and free cash generated, the Board of Directors of Tbaytel may declare any available retained earnings as a Special Dividend at the Annual Members meeting or a Special Members meeting. Special Dividends are to be transferred to the Renew Thunder Bay Reserve Fund.

No Special Dividends were declared in 2023 or 2024. In 2025, a Special Dividend of \$4.5 million was declared over two years (\$2.5 million in 2025 and \$2.0 million in 2026). This Special Dividend will be directed into the Renew Thunder Bay Reserve Fund as outlined in the Policy. In accordance with Report 168-2025-Infrastructure & Operations-Engineering, this Special Dividend will be subsequently transferred from the Renew Thunder Bay Reserve Fund to the Indoor Turf Facility Reserve Fund to support construction of the Tbaytel Multiplex facility.

Proposed Dividend Policy Revisions

City Council has directed Administration to review the Dividend Policy every two years.

It is recommended that the Dividend Policy be updated to require a Fixed Annual Dividend of \$21.0 million for 2026 and \$22.0 million for 2027.

It is also recommended that from the Fixed Annual Dividend, Administration include a \$500,000 contribution to an appropriate reserve or reserve fund, through the 2026 and 2027 operating budgets. The current Dividend Policy specifies a contribution to the Stabilization Reserve unless the year-end uncommitted balance of that reserve is greater than \$10.0 million, in which case excess funds are to be transferred to the Capital General Reserve Fund. Administration is recommending a more flexible approach for 2026/27 to allow funds to be directed to reserves or reserve funds that may require strengthening, based on emerging financial priorities.

To support efforts to close the City's capital infrastructure gap, a portion of the Fixed Annual Dividend will be allocated to Tax-Supported capital. In accordance with the 2026 Budget Direction Report 216-2025 Corporate Services-Finance, the base capital tax levy is to increase by 5% in 2026 and 2027 supplemented through use of the Tbaytel Dividend.

In addition to the \$4.5 million Special Dividend announced in 2025 (\$2.5 million in 2025, \$2.0 million in 2026), Tbaytel has announced an additional \$2.0 million Special Dividend in 2026 and \$3.0 million in 2027. These Special Dividends will continue to be transferred into the Renew Thunder Bay Reserve Fund.

FINANCIAL IMPLICATIONS

The Tbaytel Dividend significantly reduces the municipal tax burden (by 8-9%) for City taxpayers.

The Fixed Annual Dividend will increase to \$21.0 million in 2026 and \$22.0 million in 2027 and will be included in the 2026 and 2027 Operating Budgets. In addition, newly announced Special Dividends of \$2.0 million in 2026 and \$3.0 million in 2027 will be included in the respective Operating Budgets.

Performance Dividends and Special Dividends will continue to be transferred to the Renew Thunder Bay Reserve Fund.

Since the formation of the Municipal Service Board in 2004, Tbaytel has provided \$417.4 million to the City of Thunder Bay.

CONCLUSION

It is concluded that City Council should approve the revised Dividend Policy as contained within this report, which serves as direction to the Tbaytel Municipal Services Board for purposes of payment of future dividends.

It is also concluded that a review of the Dividend Policy should occur every two years and that the next review should be in conjunction with the Third Quarter update from Tbaytel in 2027.

It is also concluded that the Performance Dividend and Special Dividend should continue to be directed to the Renew Thunder Bay Reserve Fund as outlined in this report.

BACKGROUND

Thunder Bay Telephone was operated as a department of the municipality for close to one hundred years. In 2004, the City changed the governance model for the utility to that of a Municipal Services Board (created under the Municipal Act, 2001). By-law 257- 2004 functions as the “articles of incorporation” for Tbaytel, the City-owned telecommunications corporation.

The Dividend Policy was reviewed and approved in December 2021 at which time there was an amendment to By-law 257–2004 which excluded unbudgeted government grants from Net Income for the purposes of calculating the Performance Dividend beginning in fiscal year 2022.

The Dividend Policy was most recently reviewed and approved in December 2023. At that time, the dividend amounts were updated, while all other provisions of the By-law remained unchanged.

REFERENCE MATERIAL ATTACHED

None

REPORT PREPARED BY

Carly Jaremey, CPA, CA, Accountant – Corporate Services
Andrea Morrison CPA, CA, Director Finance – Corporate Services

REPORT SIGNED AND VERIFIED BY

Keri Greaves, CPA, Commissioner – Corporate Services & City Treasurer

01/07/26 (MM/DD/YEAR)



Memorandum

Corporate By-law Number: 019-2026-Infrastructure & Operations-Thunder Bay Fire Rescue

TO: Office of the City Clerk **FILE:**

FROM: Kayla Dixon, Commissioner
Infrastructure & Operations

DATE PREPARED: December 15, 2025

SUBJECT: By-law 019-2026 – Appointment of Acting Chief of Fire

MEETING DATE: City Council - January 13, 2026

By-law Description: A By-law to provide for the appointment of an Acting Chief of Fire for Thunder Bay Fire Rescue and The Corporation of the City of Thunder Bay.

Authorization: Resolution – City Council - January 13, 2026

By-law Explanation: The purpose of this By-law is to appoint an Acting Chief of Fire for Thunder Bay Fire Rescue and The Corporation of the City of Thunder Bay. This by-law will also repeal By-law 216-2024, being a by-law to appoint David Paxton as Chief of Fire.

Schedules and Attachments:

Amended/Repealed By-law Number(s):



THE CORPORATION OF THE CITY OF THUNDER BAY
BY-LAW NUMBER 019-2026

A By-law to provide for the appointment of an Acting Chief of Fire for the Thunder Bay Fire Rescue and The Corporation of the City of Thunder Bay.

Recitals

1. The *Fire Protection and Prevention Act, 1997*, S.O 1997, c. 4 as amended, requires City Council to appoint a Fire Chief for the municipal fire department.
2. City Council authorized the appointment of an Acting Chief of Fire for the Thunder Bay Fire Rescue and the Corporation of the City of Thunder Bay by resolution on January 13, 2026.
3. The appointment in this By-law replaces the June 25, 2024 appointment of Chief of Fire, David Paxton.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF THUNDER BAY ENACTS AS FOLLOWS:

1. That David Tarini be appointed to Acting Chief of Fire of The Corporation of the City of Thunder Bay, effective January 30, 2026, at 4:30 pm at such salary as shall from time to time be set by the Council of The Corporation of the City of Thunder Bay.
2. That By-law Number 216-2024 be repealed on January 30, 2026, at 4:31 pm. .
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.

Andrew Foulds

Speaker

Krista Power

City Clerk