



City Council Meeting Agenda

Tuesday, February 3, 2026, 6:30 p.m.
S.H. Blake Memorial Auditorium

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

Paytyn Mandaric, youth soloist, to perform the national anthem.

3. Disclosures of Interest

4. Confirmation of Agenda

WITH RESPECT to the February 3, 2026 City Council meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

5. Minutes of Previous Special Committee of the Whole (Approval of the 2026 Operating Budget)

Minutes from Special Committee of the Whole-2026 Operating Budget, held on January 22, 2026, January 26, 2026 and January 28, 2026, respectively, to be confirmed. **(Distributed Separately)**

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

1. Special Committee of the Whole - Long Term Financial Overview held on January 22, 2026;
2. Special Committee of the Whole - Operating Budget Review held on January

26, 2026;		
3. Special Committee of the Whole - Operating Budget Review held on January 28, 2026.		
6. Presentations		
6.1 City Manager's Work Plan, 2025 End Year Update		
City Manager John Collin to provide a PowerPoint presentation on the City Manager Work Plan's 2025 End Year Update.		
7. Consent Agenda		
7.1 Minutes of Previous City Council Meetings		7 - 24
The Minutes of the following Meetings of the Thunder Bay City Council, to be confirmed:		
1. The Thunder Bay City Council held on January 13, 2026.		
7.2 Committee of the Whole Minutes		25 - 28
Committee of the Whole-Closed Session meeting minutes, held on January 13, 2026, to be confirmed.		
7.3 Quality of Life Standing Committee Minutes		
Minutes from Quality of Life Standing Committee, held on January 27, 2026, for information. (Distributed Separately)		
7.4 Growth Standing Committee Minutes		
Minutes from Growth Standing Committee, held on January 27, 2026, for information. (Distributed Separately)		
7.5 The District of Social Services Administration Board Minutes		29 - 41
Minutes of Meetings 19-2025 (Open) and 20-2025 (Closed) of the District of Thunder Bay Social Services Administration Board held on December 11, 2025, for information.		
7.6 Mayor's Taskforce on Building More Homes Advisory Committee Minutes		42 - 49
Minutes of Meetings 09-2025 and 10-2025 of the Mayor's Taskforce on Building More Homes Advisory Committee, held on November 19, 2025 and December 17, 2025, respectively, for information.		

7.7	Accessibility Advisory Committee Minutes Minutes of Meeting 06-2025 of the Accessibility Advisory Committee, held on November 12, 2025, for information.	50 - 55
7.8	Community Safety & Wellbeing Advisory Committee Minutes of Meeting 05-2025 of the Community Safety & Wellbeing Advisory Committee, held on November 26, 2025, for information.	56 - 61
7.9	Board of Health Minutes Minutes of the Thunder Bay District Health Unit-Board of Health, held on December 17, 2025, for information.	62 - 66
7.10	311 Implementation Authorization Report 046-2026-Growth-Customer Service (Distributed Separately)	
7.11	Community Partnership Fund Grant Award At the January 6, 2026 Finance and Administration Standing Committee, Report 008-2026-Corporate Services-Finance was presented requesting endorsement relative to a successful application for Community Partnership funding for the 2026 fiscal year. Report 041-2026-Corporate Services-Finance recommending 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.	67 - 72
7.12	Update - Reserve and Reserve Fund Policy At the January 6, 2026 Finance and Administration Standing Committee meeting, Report 021-2026-Corporate Services-Finance was presented seeking endorsement with respect to amendments to By-law 220-2023 - Consolidated By-law Fund By-law, as outlined in the Report. Report 040-2026-Corporate Services-Finance recommending that the amendments to Reserve Funds with respect to By-law 220-2023 be approved as outlined in this Report.	73 - 95
7.13	Approval for Municipal Housing Infrastructure Program Funding for Feeder Watermain Projects Memorandum from Director-Infrastructure & Operations Kayla Dixon dated January 15, 2026 recommending that the execution of the Transfer Payment Agreement (TPA) for the Health and Safety Water Stream (HSWS) fund between the Ministry of Infrastructure and the Corporation of The City of Thunder Bay be approved.	96 - 97

7.14	Eye on the Street Annual Report 2024	98 - 101
Report 072-2026-Growth highlighting how the Eye on the Street program continues to support safety and police investigations, summarizing key operations and outcomes from the past year, for information.		

7.15	Thunder Bay Fire Rescue Establishing and Regulating By-law Report
Report 066-2026-Infrastructure & Operations-Thunder Bay Fire Rescue (Distributed Separately)	

8. Consent Agenda Resolution

WITH RESPECT to the Consent Agenda for the February 3, 2026 City Council meeting, we recommend that the following items be confirmed:

City Council Minutes - January 13, 2026

Committee of the Whole Minutes - January 13, 2026

Quality of Life Standing Committee Minutes - January 27, 2026 (**Distributed Separately**)

Growth Standing Committee Minutes - January 27, 2026 (**Distributed Separately**)

The District of Social Services Administration Board Minutes

Mayor's Taskforce on Building More Homes Advisory Committee Minutes

Accessibility Advisory Committee Minutes - November 12, 2025

Community Safety & Wellbeing Advisory Committee - November 26, 2025

Board of Health Minutes - December 17, 2025

311 Implementation Authorization - Report 046-2026-Growth-Customer Service (**Distributed Separately**)

Community Partnership Fund Grant Award - Report 041-2026-Corporate Services-Finance

Update - Reserve and Reserve Fund Policy - Report 040-2026-Corporate Services-Finance

Approval for Municipal Housing Infrastructure Program Funding for Feeder Watermain Projects

Eye on the Street Annual Report 2024 - Report 072-2026-Growth

Thunder Bay Fire Rescue Establishing and Regulating By-law Report - Report 066-2026-Infrastructure & Operations-Thunder Bay Fire Rescue (**Distributed Separately**)

9. Items Arising from Closed Session

10. By-laws and By-law Resolution

10.1 **By-law 028-2026-Thunder Bay Fire Rescue and Establishing and Regulating By-law**
By-law 028-2026 Thunder Bay Fire Rescue and Establishing and Regulating By-law (**Distributed Separately**)

10.2 **By-law 057-2026-A By-law to Appoint Persons to Enforce Parking** 102 - 103
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.

10.3 **By-law Resolution**
By-law Resolution - February 3, 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: 028- 2026 (**Distributed Separately**)

By-law Number: 057-2026

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.

11. New Business

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

12.1 **By-law 17-2026 – Confirming By-law – February 3, 2026** 104 - 105

A By-law to confirm the proceedings of a meeting of Council, this 3rd day of February 2026.

12.2 **Confirming By-law Resolution**

Confirming By-law Resolution - February 3, 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: 17-2026

1. A By-law to confirm the proceedings of a meeting of Council, this 3rd day of February, 2026.

13. **Adjournment**



City Council Meeting Minutes

Tuesday, January 13, 2026, 6:30 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
Patty Robinet, City 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
Joel DePeuter, Director – Development Services
Devon McCloskey, Manager – Planning Services
Werner Schwar, Supervisor – Parks & Open Spaces Planning
Adam Crago, Planner II
Mariah Maunula, Property Agent
Gordon Stover, Committee & Meeting Management System
Coordinator

1. City Council

Speaker: Councillor Andrew Foulds

2. Opening Ceremonies

2.1 Land Acknowledgement

Councillor Rajni Agarwal provided the land acknowledgement.

2.2 Moment of Silent Reflection

2.3 National Anthem

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

3. Disclosures of Interest

Councillor Albert Aiello declared a conflict with Report 22-2026 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 Albert Aiello

SECONDED BY: Councillor Kasey Etreni

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.

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)

5. Public Meeting (As per the Planning Act)

5.1 Public Meeting Procedures

Public Meeting procedures were read to Members of Council and those in attendance.

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

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

Adam Crago, Planner II appeared before Council, provided a PowerPoint presentation and responded to questions.

The Speaker asked whether the applicant was in attendance and wished to be heard.

Applicant Adrian Vatamanelu appeared before Council and responded to questions.

The Speaker asked if there were any speakers to the application who wished to be heard.

There was no response.

MOVED BY: Councillor Albert Aiello

SECONDED BY: Councillor Kasey Etreni

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^{SP113}:

- 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.

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)

6. Presentations

6.1 CEDC Strategic Plan

Jamie Taylor - CEO - CEDC provided a PowerPoint presentation and responded to questions.

7. Items Arising from Closed Session

7.1 Council Appointment - Accessibility Advisory Committee

Confidential Memorandum from Krista Power, Director of Legislative Services & City Clerk, dated January 6, 2026 was previously presented at Committee of the Whole - Closed Session held earlier in the evening.

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

WITH RESPECT to the confidential memorandum from Krista Power, Director of Legislative Services and City Clerk, dated January 6, 2026 relative to Council appointment to the Accessibility Advisory Committee, we recommend that Mayor Ken Boshcoff be appointed to replace the vacancy created by the resignation of Councillor Hamilton;

AND THAT this appointment remain in effect for the remainder of a 4 year term expiring November 14, 2026, or until such time as a replacement has been appointed.

For (12): 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 Greg Johnsen, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (1): Councillor Brian Hamilton

CARRIED (12 to 0)

8. Consent Agenda and Consent Agenda Resolution

8.1 Minutes of Previous City Council Meetings

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

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

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 were distributed separately on Friday, January 9, 2026.

8.4 Quality of Life Standing Committee Minutes

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

8.5 Red River Ward Meeting Minutes

Meeting 03-2025 of the Red River Ward, held on November 26, 2025, for information.

8.6 City of Thunder Bay Appeals Tribunal Minutes

Minutes of Meetings 01-2025 and 02-2025 of the City of Thunder Bay Appeals Tribunal held on July 23, 2025, for information.

8.7 Thunder Bay District Social Services Administration Board Minutes

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.

8.8 Thunder Bay District Heath Unit Board of Health Minutes

Minutes of the Thunder Bay District Health Unit Board of Health meeting held on November 19, 2025, for information.

8.9 Inter-Governmental Affairs Committee Minutes

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.

8.10 2025 Unsuccessful Tax Sale Properties

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.

Confidential Memorandum from Kathleen Cannon, Director – Revenue, dated December 17, 2025 was distributed separately to Members of

Council, City Manager, City Solicitor and Commissioner - Corporate Services & City Treasurer only on Tuesday, January 13, 2026.

8.11 Animal Services Taskforce Update

Report 23-2026 - Corporate Services - Licensing & Enforcement recommending that the action plan as presented within the Report be approved.

8.12 Amendment to 2026–2027 Fire Services Capital Projects

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.

8.13 Appointment of Acting Fire Chief

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 was distributed separately on Friday, January 9, 2026.

8.14 2026 Community, Youth & Cultural Funding Program

Report 22-2026 - Community Services - Recreation & Culture 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.

8.15 Tbaytel Dividend Model

Report 26-2026 - Corporate Services - Finance providing information regarding the current Dividend Policy for Tbaytel and to make recommendations for revisions to the policy was distributed separately on Friday, January 9, 2026.

8.16 Build Canada Strong - Buy Canadian with VIA Rail Procurement

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.

8.17 2026 Community, Youth & Cultural Funding Program

It was requested that the recommendation relative to Report 22-2026 be extracted from the Consent Agenda Resolution and voted on separately.

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

MOVED BY: Councillor Rajni Agarwal
SECONDED BY: Councillor Michael Zussino

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.

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

Absent (1): Councillor Kristen Oliver

CARRIED (11 to 0)

8.18 Consent Agenda Resolution

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

WITH RESPECT to the Consent Agenda for the January 13, 2026 City Council meeting, we recommend that the following items be confirmed:

- Minutes of Previous Council Meetings - December 2, 2025 and December 16, 2025
- Minutes of Previous Committee of the Whole (Closed Session) Meetings
- December 2, 2025 and December 16, 2025
- Finance & Administration Standing Committee Minutes - December 9, 2025 and January 6, 2026
- Quality of Life Standing Committee Minutes - December 16, 2025
- Red River Ward Meeting Minutes - October 16, 2025
- City of Thunder Bay Appeals Tribunal Minutes
- Thunder Bay District Social Services Administration Board Minutes
- Thunder Bay District Health Unit Board of Health Minutes
- Inter-Governmental Affairs Committee Minutes
- 2025 Unsuccessful Tax Sale Properties
- Animal Services Taskforce Update
- Amendment to 2026-2027 Fire Services Capital Projects
- Appointment of Acting Fire Chief
- Tbaytel Dividend Model
- Build Canada Strong - Buy Canadian with VIA Rail Procurement

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 Greg Johnsen, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (2): Councillor Brian Hamilton, Councillor Kristen Oliver

CARRIED (11 to 0)

9. Reports of Administration

9.1 Surplus Declaration - Call for Proposals – 4 Opportunity Sites

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

Joel DePeuter - Director, Development Services and Mariah Maunula, Property Agent provided a PowerPoint presentation and responded to questions.

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

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.

9.2 Surplus Declaration - Call for Proposals - 4 Opportunity Sites – Request to Vote on Separately

It was requested that each of the 4 opportunity sites be voted on separately.

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

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;

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)

MOVED BY: Councillor Shelby Ch'ng

SECONDED BY: Councillor Albert Aiello

WITH RESPECT to Report 29-2026 we recommend 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;

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

Against (1): Councillor Rajni Agarwal

CARRIED (12 to 1)

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

WITH RESPECT to Report 29-2026 we recommend 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;

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)

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

WITH RESPECT to Report 29-2026 we recommend 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.

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

Against (1): Councillor Rajni Agarwal

CARRIED (12 to 1)

9.3 Thunder Bay Community Auditorium Reserve Fund Request

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.

MOVED BY: Councillor Kristen Oliver

SECONDED BY: Mayor Ken Boshcoff

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.

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, Councillor Kristen Oliver, Councillor Dominic Pasqualino, and Councillor Michael Zussino

Absent (2): Councillor Kasey Etreni, Councillor Dominic Pasqualino

CARRIED (11 to 0)

10. By-laws and By-law Resolution

10.1 By-law 4-2026 – Temporary Zoning By-law Amendment – 1755 John Street Road

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).

10.2 By-law 7-2026 - 2026 Interim Tax Levy

A By-law to provide for a 2026 Interim Tax Levy.

10.3 By-law 10-2026 – 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.

10.4 By-law 13-2026 – Holding Symbol Removal – King Road and Broadway Avenue

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 By-law 19-2026 - Appointment of Acting Fire Chief

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 was distributed separately on Friday, January 9, 2026.

10.6 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.

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.

10.7 By-law Resolution

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

MOVED BY: Councillor Greg Johnsen

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 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.

For (12): 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

Absent (1): Councillor Kasey Etreni

CARRIED (12 to 0)

11. New Business

11.1 Establishment of Special Committee of the Whole - Closed Session - February 3, 2026

The following resolution is presented to establish a Special Committee of the Whole - Closed Session Meeting on Tuesday, February 3, 2026:

MOVED BY: Councillor Greg Johnsen
SECONDED BY: Councillor Michael Zussino

THAT a Special Committee of the Whole – Closed Session meeting be scheduled for Tuesday, February 3, 2026 at 6:00 p.m. in order to receive information pursuant to the Municipal Act (Section 239 (2)) relative to:

- (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; and
- (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. 2001, c. 25, s. 239.

CARRIED

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

12.1 By-law 15-2026 – Confirming By-law – January 13, 2026

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

12.2 Confirming By-law Resolution

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

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

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 13th day of January, 2026.

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)

13. Adjournment

The Meeting adjourned at 9:07 p.m.

Mayor

City Clerk



Special Committee of the Whole Meeting Minutes

Tuesday, January 13, 2026, 6:02 p.m.

McNaughton Room - 3rd Floor, City Hall

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
Patty Robinet, City Solicitor

1. Special Committee of the Whole - Open Session in the McNaughton Room at 6:02 p.m.

Chair: Councillor Brian Hamilton

2. Establishment of Special Committee of the Whole - Closed Session

At the December 2, 2025 City Council meeting, the following resolution was presented to establish the January 13, 2026 Special Committee of the Whole - Closed Session Meeting:

Moved: Councillor Michael Zussino
Seconded: Councillor Trevor Giertuga

THAT a Special 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.

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

MOVED BY: Councillor Greg Johnsen
SECONDED BY: Councillor Albert Aiello

WITH RESPECT to the resolution to establish the January 13, 2026 Special Committee of the Whole – Closed Session, we recommend that the following reason be added:

(b) personal matters about an identifiable individual, including municipal or local board employees;

AND THAT the meeting start time be changed to 6:00 p.m.

CARRIED

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

Moved: Councillor Michael Zussino
Seconded: Councillor Trevor Giertuga

THAT a Special Committee of the Whole – Closed Session meeting be scheduled for Tuesday, January 13, 2025 at 6:00 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;

(b) personal matters about an identifiable individual, including municipal or local board employees;

CARRIED

5. Special Committee of the Whole - Closed Session in the McNaughton Room at 6:04 p.m.

Chair: Councillor Brian Hamilton

6. Disclosures of Interest

7. Reports of Municipal Officers

7.1 Tbaytel Dividend Model

Commissioner-Corporate Services & City Treasurer Keri Greaves and Director - Finance Andrea Morrison entered the meeting room.

Report 2026CLS.002 (Corporate Services - Finance) was distributed to Members of Council, City Manager, City Solicitor, Commissioner – Corporate Services & City Treasurer only.

Andrea Morrison provided an overview and responded to questions.

Keri Greaves responded to questions.

Keri Greaves and Andrea Morrison left the meeting room.

7.2 Council Appointment - Accessibility Advisory Committee

Confidential Memorandum from Krista Power, Director of Legislative Services & City Clerk dated January 6, 2026 was distributed to Members of Council, City Manager and City Solicitor only.

Krista Power provided an overview and 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 6:24 p.m.



MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 19/2025
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: December 11, 2025

TIME OF MEETING: 10:00 a.m.

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

CHAIR: Brian Hamilton

PRESENT:

Albert Aiello
Ken Boshcoff
Anne-Marie Bourgeault
Meghan Chomut
Gordon Cuthbertson
Chris Eby
Kasey Etreni
Brian Hamilton
Kathleen Lynch
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Jim Vezina

OFFICIALS:

Ken Ranta, Chief Executive Officer
Crystal Simeoni, Director, Integrated Social Services Division
Richard Jagielowicz, Director, Corporate Services Division
Shari Mackenzie, Manager, Human Resources
Aaron Park, Manager, Housing & Homelessness Programs
Michelle Wojciechowski, Manager, Intake & Eligibility
Tomi Akinyede, Supervisor, Research & Social Policy
Carole Lem, Communications & Engagement Officer
Glenda Flank, Recording Secretary

REGRETS:

Greg Johnsen

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

NEW BUSINESS

Chris Eby, Board Member requested that an item of new business be added to the Closed Session Agenda, regarding Board Member use of Social Media. On consensus, the matter to be added to the December Closed Session Agenda.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 25/85

Moved by: Kasey Etreni
Seconded by: Gordon Cuthbertson

THAT with respect to the agenda for the Board Regular Session meeting of The District of Thunder Bay Social Services Administration Board for December 11, 2025, we approve the agenda as presented;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 17/2025 (Regular Session) and Meeting No. 18/2025 (Closed Session) of TBDSSAB held on November 20, 2025 were presented for confirmation.

Resolution No. 25/86

Moved by: Kathleen Lynch
Seconded by: Jim Moffat

THAT the Minutes of Meeting No. 17/2025 (Regular Session) and Meeting No. 18/2025 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on November 20, 2025, respectively, be confirmed.

CARRIED

DEPUTATION/PRESENTATION

OrgCode Housing and Homelessness Presentation

Iain De Jong, President and CEO, Tracy Flaherty-Willmott, Vice-President and Marina Sloutsky, Senior Associate, OrgCode Consulting Inc. were present to provide a presentation regarding research done relative to housing and homelessness solutions in the District of Thunder Bay. A copy of the presentation was provided at the meeting.

Tomi Akinyede, Supervisor, Research & Social Policy provided a brief introduction to the research requested.

Iain De Jong, President and CEO provided background information regarding OrgCode Consulting Inc. and responded to questions.

Tracy Flaherty-Willmott, Vice-President provided an overview of the scope of the project and responded to questions.

Iain De Jong, President and CEO provided an overview of the approach and methodology and responded to questions.

At 10:54 a.m. Meghan Chomut, Board Member left the meeting.

At 11:03 a.m. Iain DeJong, President and CEO left the meeting.

Tracy Flaherty-Willmott, Vice-President provided an overview of the research done, purpose of the recommendations, ways to strengthen system responses, estimating demands for support needs, ways to enhance community engagement and responded to questions.

Marina Sloutsky, Senior Associate provided an overview of housing-focused encampment response, standardizing service pathways, aligning community resources and responded to questions.

Tracy Flaherty-Willmott, Vice-President provided an overview of the increased capacity for complex needs, ways to strengthen community housing options and responded to questions.

At 11:23 a.m. Tracy Flaherty-Willmott and Marina Sloutsky, OrgCode Consulting and Aaron Park, Manager, Housing & Homelessness Programs, Michelle Wojciechowski, Manager, Intake & Eligibility and Tomi Akinyede, Supervisor, Research & Social Policy left the meeting.

A brief discussion was held and Ken Ranta, CEO and Crystal Simeoni, Director, Integrated Social Services Division responded to questions.

At 11:27 a.m. Ken Boshcoff, Board Member left the meeting.

REPORTS OF ADMINISTRATION

Proposed 2026 Operating & Capital Budget

Report No. 2025-46, (Corporate Services Division) was presented to the Board providing the proposed 2026 Operating and Capital Budget.

Ken Ranta, CEO responded to questions.

Resolution No. 25/87

Moved by: Jim Vezina
Seconded by: Albert Aiello

THAT with respect to Report No. 2025-41 and Report No. 2025-46 (Corporate Services Division), we, The District of Thunder Bay Social Services Administration Board (the Board), approve the proposed 2026 Operating Budget in the amount of \$133,091,900, as presented in Report No. 2025-46;

AND THAT we, the Board, approve the proposed 2026 Capital Budget in the amount of \$2,915,000, as presented in Report No. 2025-41, with up to \$2,720,000 financed from the Housing Portfolio Capital Reserve Fund, and up to \$195,000 financed from the Office Building Capital Reserve Fund;

AND THAT \$228,300 be transferred from Operations to the Office Building Reserve Fund;

AND THAT \$320,000 be transferred from the Early Years Reserve Fund to the Levy Stabilization Reserve Fund;

AND THAT up to \$325,000 for expenditures within the Direct Owned Housing portfolio and \$30,000 for consulting services to finalize the development of the beautification, security, and environmental design study be financed by the Levy Stabilization Reserve Fund;

AND THAT up to \$10,000 of costs related to end of community housing operating agreements be financed from the Community Housing Reserve Fund;

AND THAT \$3,306,400 be transferred from Operations to the Housing Portfolio Capital Reserve Fund, and up to \$1,215,000 for expenditures of a capital nature related to tenant move-out, accessibility modification, and extensive repairs where an insurance claim is not appropriate be financed from the Housing Portfolio Capital Reserve Fund;

AND THAT we approve the reconciliation adjustments for the Budget presentation in the 2026 Audited Financial Statements, as presented in Report No. 2025-46;

AND THAT the necessary By-law be presented to the Board, for consideration.

CARRIED

Nipigon Direct-Owned Housing
Property Options Update

Report No. 2025-47, (Corporate Services Division) was presented to the Board providing an updated report for the direct-owned properties in Nipigon, Ontario that are currently vacant and undeveloped.

Ken Ranta, CEO and Richard Jagielowicz, Director, Corporate Services Division provided clarification and responded to questions.

At 11:45 a.m. Anne-Marie Bourgeault, Board Member left the meeting.

Child Care Capital Agreement

Report No. 2025-48, (Corporate Services Division) was presented to the Board providing the recommended template for Child Care Capital Agreements for the expansion of child care spaces.

Resolution No. 25/88

Moved by: Elaine Mannisto
Seconded by: Kathleen Lynch

THAT with respect to Report No. 2025-48 (Corporate Services Division), we The District of Thunder Bay Social Services Administration Board (TBDSSAB or the Board), approve the new Child Care Capital Agreement template for the Child Care and Early Years program.

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

AND THAT the necessary By-law be presented to the Board for consideration.

CARRIED

TBDSSAB Presentations to Municipal Councils - Revised

Revised Memorandum from Kasey Etreni, Board Member, dated November 28, 2025 was presented to the Board providing information and revised draft policy regarding presentations to Municipal Councils.

Kasey Etreni, Board Member provided a brief background relative to the request for a policy to be developed.

Resolution No. 25/89

Moved by: Kasey Etreni
Seconded by: Dominic Pasqualino

THAT with respect to the revised Memorandum dated November 28, 2025 from Kasey Etreni, Board Member, we The District of Thunder Bay Social Services Administration Board, approve the Municipal Presentations policy, as presented, that provides for presentations to municipal councils within its jurisdiction upon request;

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, including titles, program and similar changes, as may be required from time to time.

CARRIED

Board Annual Effectiveness Evaluation

Memorandum from Ken Ranta, CEO, dated November 30, 2025 was presented to the Board providing information and recommended draft Board Annual Effectiveness Evaluation form.

Resolution No. 25/90

Moved by: Elaine Mannisto
Seconded by: Jim Moffat

THAT with respect to the Memorandum dated November 30, 2025, we The District of Thunder Bay Social Services Administration Board, approve the draft Board Annual Effectiveness Evaluation as presented;

AND THAT the Board Annual Effectiveness Evaluation be implemented for a 3-year period commencing 2026 and evaluated by the Board in 2028;

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

CARRIED

Nominations Process for 2026 Board
Executive, Committee & Tables

Memorandum from Ken Ranta, CEO dated November 20, 2025 was presented to the Board providing information on the nomination and election process and requesting nominations for the Executive, Committee and Table positions for 2026.

Ken Ranta, CEO provided a brief overview of the requirements for the positions on the Executive, Committees and Tables.

Ken Ranta, CEO called for nominations for the position of Chair. Brian Hamilton and Jim Vezina were nominated and accepted the nominations for Chair. Jim Moffat was nominated and declined the nomination. There were no further nominations for the position of Chair. A vote was held by secret ballot and Jim Vezina was appointed as Chair.

Ken Ranta, CEO called for nominations for the position of Vice-Chair. Jim Moffat and Kathleen Lynch were nominated and accepted the nominations for the position of Vice Chair. There were no further nominations. A vote was held by secret ballot and Kathleen Lynch was appointed as Vice-Chair.

Ken Ranta, CEO called for members for the Audit Committee. Kasey Etreni, Kathleen Lynch, Albert Aiello, Anne-Marie Bourgeault and Dominic Pasqualino were nominated and accepted the nomination. There were no further nominations.

Ken Ranta, CEO called for members for the Situation Analysis Review Committee. Kasey Etreni, Chris Eby, Gordon Cuthbertson, Elaine Mannisto and Don Smith were nominated and accepted the nomination. There were no further nominations.

Ken Ranta, CEO called for members for the Child Care and Early Years Advisory Table. Elaine Mannisto and Kathleen Lynch were nominated and accepted the nomination. There were no further nominations.

Ken Ranta, CEO called for members for the Homelessness Prevention Program Advisory Table. Brian Hamilton, Chris Eby and Greg Johnsen were nominated and accepted the nominations. There were no further nominations. A vote was held by secret ballot and Brian Hamilton and Chris Eby were appointed to the HPP Advisory Table.

Ken Ranta, CEO called for members for the Indigenous Advisory Table. Kasey Etreni and Dominic Pasqualino were nominated and accepted the nomination. There were no further nominations.

Resolution No. 25/91

Moved by: Elaine Mannisto
Seconded by: Albert Aiello

THAT effective January 2, 2026 the position of Chair of The District of Thunder Bay Social Services Administration Board for the term ending December 31, 2026, be filled by Jim Vezina;

AND THAT effective January 2, 2026 the position of Vice-Chair of The District of Thunder Bay Social Services Administration Board, for the term ending December 31, 2026, be filled by Kathleen Lynch;

AND THAT effective January 2, 2026 the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Audit Committee, for the term ending December 31, 2026:

1. Kasey Etreni
2. Albert Aiello
3. Anne-Marie Bourgeault
4. Kathleen Lynch
5. Dominic Pasqualino;

AND THAT the Committee Chair be appointed at the first Committee meeting of the year;

AND THAT effective January 2, 2026 the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Situation Analysis Review Committee, for the term ending December 31, 2026:

1. Kasey Etreni
2. Chris Eby
3. Gordon Cuthbertson
4. Elaine Mannisto
5. Don Smith;

AND THAT the Committee Chair be appointed at the first Committee meeting of the year;

AND THAT effective January 2, 2026 the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Child Care and Early Years Advisory Table, for the term ending December 31, 2026:

1. Kathleen Lynch
2. Elaine Mannisto;

AND THAT effective January 2, 2026 the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Homelessness Prevention Program Advisory Table, for the term ending December 31, 2026:

1. Brian Hamilton
2. Chris Eby;

AND THAT effective January 2, 2026 the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Indigenous Advisory Table, for the term ending December 31, 2026:

1. Kasey Etreni
2. Dominic Pasqualino.

CARRIED

Proposed 2026 Board Meeting Dates
and 2027 Inaugural Meeting Date

Memorandum from Ken Ranta, CEO dated November 30, 2025 was presented providing the Board with the proposed Board Meeting dates for 2026 and the 2027 Inaugural meeting.

Ken Ranta, CEO provided clarification regarding the proposed dates.

CORRESPONDENCE

None

BY-LAWS

First and Final Reading

Resolution No. 25/92

Moved by: Kasey Etreni
Seconded by: Elaine Mannisto

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.

1. A By-law to adopt The District of Thunder Bay Social Services Administration Board Operating and Capital Budgets for the year 2026.

Explanation: A By-law to adopt The District of Thunder Bay Social Services Administration Board Operating and Capital Budgets for the year 2026.

Authorization: Board Meeting 2025Dec11.

BY-LAW NUMBER 02-2025

CARRIED

Resolution No. 25/93

Moved by: Jim Vezina
Seconded by: Albert Aiello

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.

1. A By-law to authorize the form of Child Care Capital Agreement to be executed by The District of Thunder Bay Social Services Administration Board and approved service providers for the provision of creating new licensed child care spaces.

Explanation: A By-law to authorize the form of Child Care Capital Agreement.

Authorization: Board Meeting 2025Dec11.

BY-LAW NUMBER 03-2025

CARRIED

CLOSED SESSION MEETING

On consensus of the Board, the Board to adjourn to a closed meeting relative to discussion of information with respect to personal matters regarding identifiable individuals, including members of the Board regarding use of social media.

Resolution No. 25/92

Moved by: Elaine Mannisto
Seconded by: Kasey Etreni

THAT the Board adjourns to Closed Session relative to receipt of information with respect to personal matters about an identifiable individuals including members of the Board regarding use of social media.

CARRIED

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, January 15, 2026 at 10:00 a.m., in the 3rd Floor Boardroom and via Microsoft Teams, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 25/94

Moved by: Jim Vezina
Seconded by: Gordon Cuthbertson

THAT Board Meeting No. 19/2025 of The District of Thunder Bay Social Services Administration Board, held on December 11, 2025, be adjourned at 1:14 p.m.

CARRIED

Chair

Chief Executive Officer



MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 20/2025

OF

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: December 11, 2025

TIME OF MEETING: 12:35 p.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
Brian Hamilton
Kathleen Lynch
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Jim Vezina

OFFICIALS:

Ken Ranta, Chief Executive Officer
Glenda Flank, Recording Secretary

REGRETS:

Meghan Chomut
Greg Johnsen

GUESTS:

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 item. References to CEO refer jointly to the Chief Executive Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

None.

NEW BUSINESS

Social Media

Ken Ranta, Chief Executive Officer provided background information regarding a post made on social media and issues arising relative to the posting.

Chris Eby and Brian Hamilton provided further information.

At 12:40 p.m. Brian Hamilton left the meeting.

A discussion was held regarding the appropriate use of social media, TBDSSAB policies and procedures, access to Board Meetings for the public and Board Member accountability regarding social media.

At 1:08 p.m. Brian Hamilton joined the meeting and Jim Moffat left the meeting.

On consensus, Administration to review options for the public to access TBDSSAB Board Meetings and review social media policies and procedures to clarify Administration and Board Member responsibility relative to distributing information.

ADJOURNMENT

Resolution No. 25/CS10

Moved by: Elaine Mannisto
Seconded by: Kathleen Lynch

THAT the Board (Closed Session) Meeting No. 20/2025 of The District of Thunder Bay Social Services Administration Board, held on December 11, 2025, be adjourned at 1:11 p.m., to reconvene in Regular Session to consider the remaining agenda items.

CARRIED



Chair



Chief Executive Officer



Mayor's Taskforce on Building More Homes Advisory Committee Meeting Minutes

Wednesday, December 17, 2025, 12:35 p.m.

McNaughton Room - 3rd Floor, City Hall

1. Mayor's Taskforce on Building More Homes Advisory Committee Meeting 10-2025

Chair: Mayor Ken Boshcoff

2. Members

Mayor Ken Boshcoff

Justyn Desjardins - Representative - Institution Delivering Construction and Trades Training

Karen Hill - Representative - Real Estate Association

Paul Magiskan - Representative - Indigenous led Stakeholder with Affordable Housing Development Experience

John Stephenson - Member of Public with Working Knowledge of Research involvement in Housing and Housing Affordability and Development

3. Officials

John Collin, City Manager

Joel DePeuter, Director - Development Services

Summer Stevenson, Project Manager - Housing Accelerator

Larry Joy, Policy Assistant to the Mayor

Cheryl Lamers, Acting Manager - Community Development

Crystal DePeuter, Council & Committee Clerk

4. Disclosures of Interest

There were no disclosures of interest declared.

5. Agenda Approval

Mayor's Taskforce on Building More Homes Advisory Committee –
Wednesday, December 17, 2025

MOVED BY: Karen Hill
SECONDED BY: Justyn Desjardins

WITH RESPECT to the December 17, 2025 meeting of the Mayor's Taskforce on Building More Homes Advisory Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

6. Confirmation of Previous Minutes

The Minutes of Meeting 09-2025 of the Mayor's Taskforce on Building More Homes Advisory Committee, held on November 19, 2025, to be confirmed was distributed separately on Tuesday, December 16, 2025.

MOVED BY: Karen Hill
SECONDED BY: John Stephenson

THAT the Minutes of Meeting 09-2025 Mayor's Taskforce on Building More Homes Advisory Committee, held on November 19, 2025, be confirmed.

CARRIED

7. Housing Affordability Study & Strategy - Tool Prioritization Activity

Project Manager Summer Stevenson provided a PowerPoint presentation on the results from the October 28 workshop and information related to affordable housing, including:

- Project background
- Project Phases 1-3 (ie: contributing factors, insufficient supply, rental housing stock, homeownership, co-op housing and other strategies were discussed)
- Key Findings
- Projections
- Next Steps

Mayor's Taskforce on Building More Homes Advisory Committee –
Wednesday, December 17, 2025

Attending members participated in a tool prioritization activity to prioritize and provide feedback on tool options to encourage an increase in affordable housing supply.

8. Housing Accelerator Fund (HAF) Action Plan Update

Memorandum from Project Manager Summer Stevenson, dated December 8, 2025, providing a HAF update for the month of December.

Project Manager Summer Stevenson provided an update on the Housing Accelerator Fund highlighting the status of key milestones and progress made towards the established targets.

It was also noted that the Build Thunder Bay breakfast's theme will be 'affordability' and presenters are currently being confirmed.

9. Roundtable Updates

Mayor Ken Boshcoff congratulated the task force members on their work and accomplishments.

Director-Development Services Joel DePeuter advised that a report on surplus properties related to proposed developments will be presented to council in January and members of the task force are asked to provide feedback.

10. Next Meeting

The next meeting date will be held on January 21, 2026 at 12:30 p.m. in the McNaughton Room.

11. Adjournment

The meeting adjourned at 2:04 p.m.



Mayor's Taskforce on Building More Homes Advisory Committee Meeting Minutes

Wednesday, November 19, 2025, 12:00 p.m.

McNaughton Room - 3rd Floor, City Hall

1. Mayor's Taskforce on Building More Homes Advisory Committee Meeting 09-2025

Chair: Mayor Ken Boshcoff

2. Members

Mayor Ken Boshcoff

Justyn Desjardins - Representative - Institution Delivering Construction and Trades Training

Karen Hill - Representative - Real Estate Association

Harold Lindstrom - Representative - Construction/trades Association involved in Housing Construction

Paul Magiskan - Representative - Indigenous led Stakeholder with Affordable Housing Development Experience

John Stephenson - Member of Public with Working Knowledge of Research involvement in Housing and Housing Affordability and Development

3. Officials

John Collin, City Manager

Kerri Marshall, Commissioner - Growth

Joel DePeuter, Director - Development Services

Summer Stevenson, Project Manager - Housing Accelerator

Matthew Pearson, Senior Advisor-Growth

Larry Joy, Policy Assistant to the Mayor

Cheryl Lamers, Acting Manager - Community Development

Ian Kaufman, Policy and Research Analyst

Katie Piché, Council & Committee Clerk

4. Disclosures of Interest

There were no disclosures of interest declared.

5. Agenda Approval

MOVED BY: Paul Magiskan
SECONDED BY: John Stephenson

WITH RESPECT to the November 19, 2025 meeting of the Mayor's Taskforce on Building More Homes Advisory Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

6. Confirmation of Previous Minutes

The Minutes of Meeting 08-2025 of the Mayor's Taskforce on Building More Homes Advisory Committee, held on October 15, 2025, to be confirmed.

MOVED BY: Harold Lindstrom
SECONDED BY: John Stephenson

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

CARRIED

7. Smart Growth Action Plan Update

Senior Advisor-Growth Matthew Pearson provided a PowerPoint presentation relative to the Smart Growth Action Plan including information on the following:

- Purpose of plan, key considerations and delivering results
- A Shared Roadmap - City of Thunder Bay, CEDC and community partners
- Current Growth efforts, readiness, attraction, talent
- Advancing Smart Growth through housing
- Performance indicators
- Actions

Further discussion was held regarding tax base, taskforce endorsement, focusing on all types of growth, the need for housing for workforce, achieving housing objectives, shortage of tradespeople, and strong value framework within plan.

Mayor's Taskforce on Building More Homes Advisory Committee –
Wednesday, November 17, 2025

The Smart Growth Plan will be presented to the Growth Standing Committee on November 25, 2025 and to City Council on December 2, 2025.

MOVED BY: John Stephenson
SECONDED BY: Harold Lindstrom

WITH RESPECT to the Smart Growth Action Plan presentation at the November 19, 2025 Mayor's Taskforce on Building More Homes Advisory Committee meeting, we support the Smart Growth Action Plan and the continued work required to achieve Housing Accelerator Fund targets.

CARRIED

8. Call for Proposals - Large Opportunity Sites Update

Memorandum from Director- Development Services Joel DePeuter dated November 12, 2025 containing a recommendation relative to the large opportunity sites-Calls for Proposals, for the Taskforce's consideration.

Manager-Realty Services Deanna Walker provided a PowerPoint presentation and responded to questions.

The following items were discussed:

- Key Council directions
- Potential development impacts
- Assessment criteria and next steps
- Call for Proposals - most smaller lots have sold and building permits have commenced
- Proposal scoring criteria
- Received significant feedback on 4 larger properties - upcoming report to Growth Standing Committee seeking endorsement.
- Need for projects to manage current demand and to achieve HAF targets
- Density needed, cannot achieve targets with small homes/duplexes/fourplexes

Concerns were raised relative to proposed designs and fitting with the character of neighbourhoods. The taskforce was advised that the designs submitted are conceptual and still need to be declared as surplus lands. To be able to proceed with sale and proposals, the lands must be declared surplus by City Council.

City Manager John Collin and Director-Development Services Joel DePeuter responded to questions.

Mayor's Taskforce on Building More Homes Advisory Committee –
Wednesday, November 17, 2025

Further updates will be provided to the Mayor's Taskforce when available.

MOVED BY: John Stephenson
SECONDED BY: Justyn Desjardins

WITH RESPECT to the memorandum from Director-Development Services Joel DePeuter dated November 12, 2025, we recommend that City Council approve the surplus of 300 Tokio Street, 144 Fanshaw Street, 791 Arundel Street, 211-223 Tupper Street & 224 Camelot Street;

AND THAT we recognize that Administration has committed additional updates to the Mayor's Taskforce on Building More Homes Advisory Committee for comment as the development of these properties unfold.

CARRIED

9. Vacant and Dilapidated Buildings Program Update

Project Manager Summer Stevenson provided a PowerPoint presentation relative to the Vacant and Dilapidated Buildings Program and responded to questions. The following items were discussed:

- Project background-City of Thunder Bay awarded up to \$2.077 million through HAF to launch and implement a Vacant & Dilapidated Buildings Program
- Intended to incentivize 64 additional housing units
- Project scope and objectives
- HAF milestone timelines
- Program definitions
- Current scenario-Vacant building stats, majority residential, assessed value
- Existing tool-enforcement tools, financial tools, city policies
- Vacant building response plan
- Program phases and next steps
- Presentation to the Growth Standing Committee-November 25, 2025 and a further report will be presented to Growth Standing Committee in Q2 2026 after review of additional tools to support ongoing response.

10. Housing Accelerator Fund (HAF) Action Plan Update

Memorandum from Project Manager Summer Stevenson, dated November 7, 2025, providing a HAF update for the month of November.

Project Manager Summer Stevenson provided an overview and responded to questions. It was noted that Development Services is seeing a lot of project extension requests. The taskforce was also advised that Development Services is also working on a rationale document to CMHC to discuss the reasons why the City of Thunder Bay is not currently achieving the HAF housing targets.

11. Next Meeting

The next meeting date will be held on December 17, 2025 at 12:30 p.m. in the McNaughton Room.

12. Adjournment

The meeting adjourned at 1:52 p.m.



Accessibility Advisory Committee Meeting Minutes

Wednesday, November 12, 2025, 1:00 p.m.

Thunder Bay 55 Plus Centre
700 River Street

1. Accessibility Advisory Committee Meeting 06-2025

Vice-Chair: John Gobeil

2. Members

John Gobeil, Developmental Disability Representative
Councillor Brian Hamilton, Council Representative
Todd Kennedy, Service Agency Representative
Tara Lennox, Learning Disability Representative
Robert Tinsley, Citizen Representative
Tessa Soderberg, Citizen Representative
John Wheeler, Mobility Disability Representative

3. Officials

Gordon Stover, Committee & Meeting Management System Coordinator

4. Guests

Matthew Lawrence, Mobility Coordinator
Jessy Bogacki, Program Supervisor - Adult Fitness, Wellness & Inclusion Services

5. Welcome and Introductions

Vice-Chair John Gobeil called the meeting to order and a roundtable of introductions followed.

6. Communication Process

Tara Lennox agreed to manage the speaker's list.

7. Disclosures

None.

8. Agenda Approval

MOVED BY: Tara Lennox

SECONDED BY: Robert Tinsley

WITH RESPECT to the November 12, 2025 meeting of the Accessibility Advisory Committee, we recommend that the Agenda as printed, including any additional information and new business be confirmed.

CARRIED

9. Minutes of Previous Meeting

The Minutes of Meeting 04-2025 and 05-2025 of the Accessibility Advisory Committee, held on September 10, 2025 and October 8, 2025 respectively, to be confirmed.

MOVED BY: Robert Tinsley

SECONDED BY: Tara Lennox

THAT Minutes of Meeting 04-2025 and 05-2025 of the Accessibility Advisory Committee, held on September 10, 2025 and October 8, 2025, be confirmed.

CARRIED

10. Patio Placement in the North Core

Purpose: Consultation

Memorandum dated October 23, 2025 from Mobility Coordinator Matthew Lawrence requesting an opportunity to consult with the Accessibility Advisory Committee regarding the change in restaurant patio seating locations from roadway to curbed areas. The North Core Street Scape Project incorporated various accessibility interventions, but with the project now complete, engineering

is seeking experienced opinions from Accessibility Advisory Committee members who have navigated the area firsthand.

Matthew Lawrence, Mobility Coordinator appeared before Committee, provided an overview relative to requests from Businesses to change the acceptable location of Pop-Up Patios from next to the street to adjacent to the building, and responded to questions.

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

- Administration has received requests to allow patios adjacent to a building. The current location, which is next to the curb and on the opposite side of the sidewalk from a building, requires Wait Staff to cross the sidewalk in front of pedestrians with trays of food and/or beverages.
- The application process requires a site plan to be provided prior to approval
- The AAC would like to visit the location
 - The AAC reviewed the plans before, what is the new process?
 - Will barriers around the patio area be used?
 - Barriers around the patio help keep tables and chairs contained and off the walking path;
 - people moving chairs and tables will interfere with pedestrians
 - Barriers at the roadway, where pedestrians would be re-routed around the patio, will help to keep pedestrians safe
 - Will there be sufficient space for a patio next to the building which will allow people to walk around the patio without having to leave the sidewalk
 - There needs to be enough space for the public to access stores and restaurants, including individuals utilizing mobility devices
 - Built Environment Working Group would like to do a site visit
 - Administration will work with the BEWG Members to schedule a site visit in the Spring 2026

11. Roundtable of Accessibility Issues

Members reported the following accessibility issues.

11.1 Committee Vacancies and Absences

Discussion was held relative to lack/loss of quorum at monthly meetings. Some of the items discussed as follows:

- Request that Administration reach out to the Members who are frequently absent from meetings to confirm their commitment, as per the Committees Terms of Reference.
- Annual review of the Terms of Reference is scheduled for January 8, 2026
 - review the current Committee composition
 - Terms of Reference updated March 12, 2025 were reviewed by the Committee and subsequently ratified by Council on April 9, 2025

11.2 Transit Services - Lift +

Discussion was held relative to concerns relating to Conventional and Lift + Transit services. Some of the items discussed as follows:

- When will the new booking software be launched
 - It is extremely difficult to book rides with Lift +
- Additional accessibility training and re-training is required for Lift + drivers
- Will Buses return to Red River and Court Street?
- Will the Bus Stop at Donald St. and Archibald St. return to service?
- A Community Action Group is focusing on issues related to Transit Services and other city services

11.3 Blocked Sidewalk

At the October 8, 2025 Members advised that the sidewalk running West to East on the South Side of Brock Street in front of George Jeffrey's Children's Centre is blocked by a fence and a pile of dirt around the Hydro Pole, with no alternate path of travel or barrier around the dirt pile.

Administration will reach out to Synergy North to request that appropriate barriers and an alternate path of travel be provided.

11.4 Accessible Ramp

A Member noted there is no accessible ramp to access the sidewalk and enter Stacked Pancake & Breakfast House.

11.5 Taxi Services

A Member shared concerns raised by a citizen after they used a local taxi company's service where the Fee Meter was started by the Operator before the citizens mobility device was secured in the vehicle and the ride commenced. The citizen would like to know who to contact to make a complaint and to request the additional fare that was charged to be refunded.

Administration will reach out to By-Law Enforcement for information.

The meeting recessed at 2:00 p.m.

The meeting reconvened at 2:10 p.m.

11.6 First Layer Paving at Curb Cuts during Construction

Discussion was held relative to First Layer Paving at Curb Cuts during construction. Some of the items discussed as follows:

When only the first (base) layer of paving has been installed, the pavement surface often sits below the finished grade that the final roadway or sidewalk will reach. At curb cuts—areas designed to provide smooth, accessible transitions for wheelchairs, strollers, walkers, and others—this incomplete condition can create a temporary drop-off between the end of the curb ramp and the adjacent pavement.

Because the paving has not yet been built up to the level of the curb cut, the curb ramp does not connect flush with the roadway or path. This results in a vertical gap or step, which means the curb cut is not accessible during this stage of construction. The area may appear finished from the top of the ramp.

Although this condition is temporary and will be resolved once the intermediate and final pavement layers are placed, bringing the pavement up to the correct elevation and creating a fully accessible, slope-free connection between the curb cut and the adjacent surface, it would be

best practice to fill this gap in the interim.

12. Working Group Updates

12.1 Built Environment Working Group

Customer Service Counter - Thunder Bay 55+ Centre

Members of the BEWG met with Administration at the Thunder Bay 55+ Centre on Monday, November 10, 2025 to review plans for a new customer service counter at the Thunder Bay 55+ Centre.

The current configuration has a lowered accessible section located at the end of the counter, directly in front of one computer workspace, with a Plexi glass barrier, and an additional computer workspace at the opposite end of the counter.

The new configuration includes a lower section in the middle of the customer service counter with additional leg room, no Plexi glass, and the computer workspaces will be located on either side of the accessible counter.

13. 2026 Meeting Schedule

Meetings of the Accessibility Advisory Committee will be scheduled from 1 p.m. to 3 p.m. at the West Thunder Community Centre, 915 Edward Street.

Thursday, January 8, 2026

Thursday, February 12, 2026

Thursday, March 12, 2026

Thursday, April 9, 2026

Thursday, May 14, 2026

Thursday June 11, 2026

Thursday, September 10, 2026

Committees of Council will not meet in October and November due to the 2026 Municipal Election. A meeting may be scheduled if Administration needs to review projects or provide information.

15. Adjournment

The meeting adjourned at 2:20 p.m.



Community Safety and Well-Being Advisory Committee Meeting Minutes

Wednesday, November 26, 2025, 3:08 p.m.

McNaughton Room - 3rd Floor, City Hall

1. Community Safety and Well-Being Advisory Committee Meeting 05-2025

Vice-Chair: Geoff Apthorpe

2. Members

Mayor Ken Boshcoff – City Council

Chief Darcy Fleury

Geoff Abthorpe, Advisor - Mental Health

Eric Bilenki, Advisor - Not for Profit Organization

Paul Capon, Advisor - Indigenous Organization

Andrea Docherty, Services to Improve Physical or Mental Health

Roopa Rakshit, Advisor – Multicultural Community

Crystal Simeoni, Community or Social Services

Diane Walker, Community or Social Services to Children or Youth

Ryan Hughes – Deputy Chief

3. Officials

Cynthia Olsen, Director - Strategy & Engagement

Louisa Costanzo, Manager - Community Safety & Well-Being

Shane Muir, Chief – Superior North EMS

Kelly Hell, Committee Clerk

4. Welcome and Disclosures of Interest

None.

5. Land Acknowledgement

Geoff Apthorpe provided the Land Acknowledgement.

6. Election of Chair and Vice Chair

Geoff Abthorpe, Advisor – Mental Health, put their name up for the position of Chair.

There were no other nominations for position of Chair.

It was the consensus of the Committee that Geoff Abthorpe be appointed Chair of the Community Safety & Well-Being Advisory Committee for the City of Thunder Bay until November 2026, or until such time as a replacement has been appointed.

Diane Walker, Community or Social Services to Children or Youth, put their name up for the position of Vice-Chair.

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

It was the consensus of the Committee that Diane Walker be appointed Vice Chair of the Community Safety & Well-Being Advisory Committee for the City of Thunder Bay until November 2026, or until such time as a replacement has been appointed.

WITH RESECT to the position of Chair on the Community Safety & Well-Being Advisory Committee, we recommend that Geoff Apthorpe be appointed Chair of the Committee.

WITH RESPECT to the position of Vice-Chair of the Community Safety & Well-Being Advisory Committee, we recommend that Diane Walker be appointed Vice-Chair of the Committee.

MOVED BY Paul Capon

SECONDED BY Shane Muir

CARRIED

The Chair and Vice-Chair positions will be referred to as such until the Community Safety & Well-Being Terms of Reference Item #5iii shown below is amended to refer to the positions as Chair and Co-Chair.

iii) Chair and Vice Chair

A Chair and Vice-chair shall be elected by the CSWB Advisory Committee. An election will take place every year as per the Procedural Bylaw (BL 51/2021) for City Council and its Committees. The Chair shall be responsible for all commonly accepted responsibilities of that position, including:

- Providing general leadership to the Advisory Committee
- Representing the Advisory Committee at various meetings

The Vice-chair will take on the responsibilities of the Chair in their absence.

If the position of Chair or Vice-chair becomes vacant, an election will be held to fill the vacancy at the next scheduled meeting.

7. Agenda Approval

MOVED BY: Chief Fleury
SECONDED BY: Paul Capon

WITH RESPECT to the November 26, 2025, meeting of the Community Safety and Well-Being Advisory Committee, we recommend that the agenda be approved as written.

CARRIED

8. Minutes of Previous Meeting

The Minutes of Meeting 05-2025 Community Safety and Well-Being Advisory Committee, held on November 26, 2025, to be confirmed.

MOVED BY: Diane Walker
SECONDED BY: Andrea Docherty

THAT the Minutes of Meeting 05-2025 Community Safety and Well-Being Advisory Committee, held on November 26, 2025, be confirmed.

CARRIED

9. Community Safety & Well Being Forum

Louisa Costanzo, Manager - Community Safety & Well-Being provided a detailed report on the success of the event.

An opportunity was provided to the committee to provide their feedback.

The consensus was that the missing piece on the panel was senior care and support. In addition to the family's ability to support, a shared responsibility needed by all the organizations within the Community Safety & Well- Being Committee.

The narrative from an unsafe to a safer city needs to take place resulting in a better tomorrow.

The District of Thunder Bay Social Services and EMS share a model framework focused on improving the quality of life for the community. Enhancing service delivery, improving community health and the well being of families in the district.

Geoff Abthorpe put forth a motion to approve the Community Safety & Well-Being Forum Report accepted as written.

MOVED BY: Mayor Ken Boshcoff

SECONDED BY: Crystal Simeoni

CARRIED

10. Data Points Review and Discussion

Louisa Costanzo, Manager – Community Safety & Well-Being provided data points for the committee to review and provide input from the charts provided at the next Community Safety & Wel-Being meeting in 2026. The committee can then review and compare the data points from the last plan.

11. Next Steps for CSWB Planning

A discussion was held regarding where the Community Safety & Well-Being Committee is going. A review of the existing plan is required to move forward and includes looking at the accomplishments, gaps and what has been completed to date to be carried over.

A discussion was held regarding putting a working group together to review the existing plan to assist with formulating and implementing the latest data.

Community Safety & Well-Being Advisory Committee – Wednesday, November 26, 2025.

Geoff Abthorpe put forth a motion to approve the Community Safety & Well-Being Forum working group to update the existing plan be accepted.

MOVED BY: Paul Capon
SECONDED BY: Andrea Docherty

CARRIED

The survey is open until December 15, 2025. A 'What We Heard Report' will be available based on the findings from the survey.

An engagement plan required to educate the community about the Community Safety & Well Being Committee and what it is we do.

12. Roundtable Updates

Youth Hub available, 1134 Roland Street, Tuesday to Friday 1pm to 7pm and Saturday 11am – 4pm. At the Hub, you can take things at your own pace and get the support you need to feel better and stay on track. Providing support such as:

- Sexual Health Services
- Gender Affirming Care
- Connection to 2SLGBTQIA+ Supports.
- Primary Health Care Services: Meet with a registered nurse to discuss all primary care needs.
- Employment, Education & Training Supports
- Housing Supports

Louisa Constanzo formally acknowledged for the amazing job organizing the Community Safety & Well-Being Forum.

The Quality-of-Life Standing Committee has approved Strategy & Engagement to add a Drug Strategy Specialist for a five-year term and will be an asset to this committee.

City of Thunder Bay neighbourhood drop-in session to discuss and provide feedback on the Temporary Shelter Village project. Saturday, November 29, 2025, from 2:30pm to 4:30pm at the Canada Games Complex.

13. New Business

Mobile Safety & Security Response Pilot.

Cynthia Olsen and Louisa Constanzo shared a new pilot project being introduced to respond to city transit incidents in a timelier fashion. The model is based on one out of Sudbury.

The pilot project has received approval, and funding will be included in the 2026 operating budget. Corporate Services will be the lead and prepare the framework.

14. Meeting Schedule

The Community Safety and Well-Being Advisory Committee will meet a minimum of six times annually or at the call of the Chair, with the exception of July and August, in the McNaughton Room, from 3:00 p.m. - 5:00 p.m., unless otherwise noted.

Geoff Abthorpe and Kelly Hell to discuss the meeting dates for 2026.

15. Adjournment

WITH RESPECT to the of #5-Meeting November 26, 2025, of the Community Safety & Well-Being Advisory Committee be adjourned at 4:22pm.

MOVED BY Diane Walker

SECONDED BY Chief Fleury

CARRIED



THUNDER BAY DISTRICT HEALTH UNIT

BOARD OF HEALTH MEETING

MINUTES

MINUTES OF THE MEETING: December 17, 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. Diana Carlson, Administrative Assistant – Corporate Services

ABSENT:

Dr. Mark Thibert

RECORDER:

Ms. Lila McNeice, Executive Assistant, Secretary to the Board of Health

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Chair called the meeting to order at 1:07 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. 112-2025

Moved By: K. Etreni

Seconded By: G. Arnold

THAT the Agenda for the Regular Board of Health Meeting to be held on December 17, 2025, be approved.

CARRIED

5. INFORMATION SESSION

5.1 A Population Health Approach to Gender-Based Violence

M. Stewart, Manager of the Children Youth and Families, presented TBDHU's framework on Gender-Based Violence and responded to questions from the Board.

6. MINUTES OF THE PREVIOUS MEETINGS

The Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on November 19, 2025 were presented for approval.

6.1 Thunder Bay District Board of Health

Resolution No. 113-2025

Moved By: P. Malashewski

Seconded By: K. Etreni

THAT the Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on November 19, 2025, to be approved

CARRIED

6.2 Board of Health Executive Committee

The minutes of the Thunder Bay District Board of Health Executive Committee meeting held on October 15, 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

At 1:23 PM, the Board of Health moved into Closed Session, and the following individuals left the meeting:

- Ms. Diana Gowanlock, Director of Health Protection
- Ms. Shannon Robinson, Director of Health Promotion
- Ms. Dana Wilson, Associate Director of Communications & Strategic Initiatives
- Ms. Diana Carlson, Administrative Assistant - Corporate Services
- Ms. Lila McNeice, Executive Assistant and Secretary to the Board of Health

At 1:50 PM, Dr. Janet DeMille, MOH/CEO left the meeting.

At 2:07 PM, the above noted individuals returned to the meeting.

Resolution No. 114a-2025

Moved By: K. Etreni

Seconded By: G. Arnold

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

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 Annual General Meeting

Dr. J. DeMille provided a memo to the Board regarding the 2026 Board of Health Annual General Meeting.

Resolution No. 115-2025

Moved By: K. Etreni

Seconded By: G. Arnold

THAT we recommend that the 2026 Annual General Meeting of the Board of Health be held on Wednesday, January 21, 2026 at 1:00 PM;

AND THAT a Regular Session Board of Health meeting be held immediately following the Annual General Meeting.

CARRIED

9.2 One-Time Funding for Capital (Flooring)

D. Hrychuk, Director of Corporate Services, provided an update to the Board of Health noting that two bids were received for the flooring replacement, one being non-compliant. TBDHU's architectural consultant recommended not accepting the other bid on the grounds that it was non-competitive. D. Hrychuk recommended that TBDHU review with the bidder to work toward a more reasonable price and report back to the Executive Committee. If no solution is made with the bidder, TBDHU may apply for one-time funding in 2026 to re-attempt the bidding process.

The Board agreed with the noted recommendations. D. Hrychuk confirmed that there are no health and safety issues related to the current flooring at this time.

Resolution No. 116-2025

DEFERRED

10. COMMUNICATIONS FOR INFORMATION

10.1 Truth and Reconciliation Update

Report No. 49-2025 (Health Promotion) was presented to the Board of Health with an update on Truth and Reconciliation initiatives at TBDHU, for information. The Board expressed their gratitude for the opportunity for further training.

10.2 Board of Health By-law Amendment

Dr. J. DeMille (MOH/CEO) provided an update to the Board of Health regarding the Executive Committee's progress on the By-law amendment. A proposed finalized version of the By-law is to be presented to the Board for approval in early 2026, expected in February.

10.3 Advocacy Related to Upcoming ROMA Conference

Dr. J. DeMille (MOH/CEO) circulated a draft briefing note to the board for an upcoming ROMA Conference, and noted that a final copy is forthcoming to the Board electronically.

11. NEXT MEETING

By Resolution No. 115-2025, the Board of Health Annual General Meeting will be held Wednesday, January 21, 2026, immediately followed by the Regular Meeting.

12. ADJOURNMENT

Resolution No. 117-2025

Moved By: K. Etreni

Seconded By: P. Malashewski

THAT the Board of Health meeting held on December 17, 2025, be adjourned at 2:40 PM.

No. 115-2025

CARRIED

REPORT NUMBER 041-2026-Corporate Services-Finance

DATE

PREPARED January 15, 2026

FILE

CITY COUNCIL February 3, 2026

MEETING DATE

SUBJECT Community Partnership Fund Grant Award - 2026

RECOMMENDATION TO CITY COUCIL

WITH RESPECT to Report 041-2026-Corporate Services-Finance, 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 the Commissioner - Corporate Services & City Treasurer and the City Clerk be authorized to execute this agreement and any subsequent agreements with respect to the Community Partnership Fund.

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

EXECUTIVE SUMMARY

The purpose of this report is to recommend the award of Community Partnership funding for the 2026 fiscal year. The Grant Review Team reviewed applications to ensure compliance with the amended Policy, alignment with the Strategic Plan and the Community Safety & Well-Being Plan, and potential outcomes upon project completion. The Grant Review Team received two applications to review for consideration; one application is being recommended to receive funding:

- A contribution of \$450,000 to Our Kids Count to fund the purchase of the building at the corner of Simpson St. and McKenzie St. which will house a Community Hub (Kitchen) to provide community kitchen programming and a centralized location for food security initiatives.

Should Council proceed with the recommendation as presented, a total of \$450,000 from the Community Partnership Reserve Fund will be allocated to support the above project. The estimated remaining uncommitted balance of the Community Partnership Reserve Fund would be \$462,261. The Community Partnership Fund takes applications annually to be

considered for the following budget year. The deadline to apply for the 2027 funding cycle is July 21, 2026.

DISCUSSION

The Community Partnership Fund (CPF) supports capital projects within the City of Thunder Bay that provide a range of public benefit within the community. In 2022, the Community Partnership Policy was amended to update reporting requirements and adjust eligibility requirements. As there have been no project completions since the Community Partnership Policy was modified in 2022, assessment of the impact of policy changes is on hold. Administration anticipates some projects will be completed in 2026; proponents must submit final reports six months after project completion.

Administration did not receive any applications for the 2025 funding year. For the 2026 funding year, two applications were submitted to Administration by the deadline of July 21, 2025.

The Grant Review Team, comprised of five City staff, met to conduct a thorough review and assessment of the applications submitted. The Team reviewed applications to assess compliance with the amended Policy, alignment with the Strategic Plan and the Community Safety & Well-Being Plan, and potential outcomes upon project completion.

Upon review of the applications, Administration is recommending a grant be awarded to Our Kids Count as it aligns with the City's Strategic and Community Safety & Well-Being Plans and has a wide-spread potential impact for the residents of Thunder Bay. Administration is not recommending a grant be awarded to Matawa First Nation Management, as their project is fully funded and their intention for the grant is contingency funding. An overview of the applications is provided below.

Application Overview

Our Kids Count – Building Block Capital Campaign

Our Kids Count (OKC) is a charitable organization that aims to provide relief and reduce the impact of poverty on individuals, children, youth, and their families. They promote the health and development of individuals and their families through community programming. OKC is applying for their Building Block Capital Campaign which includes:

- A licensed childcare centre (opened in July 2025);
- A Community Hub (Kitchen);
- A Training Hub; and
- An outdoor play space (opened in July 2025).

The Community Hub (Kitchen) is in a renovated former retail space on the corner of Simpson Street and McKenzie Street. This hub will provide community kitchen programming and a centralized location for food security initiatives, addressing root causes of poverty and poor

nutrition while fostering social inclusion and resilience. OKC anticipates 1,200 individuals to be served annually, with a target of 22,000 meals prepared and distributed annually through the Community Hub. This program will provide a wide-spread impact on food insecurity and poverty reduction in Thunder Bay.

OKC requested \$500,000 from the CPF for the Building Block Capital Campaign project, amounting to 18.5% of the total project budget. As per the application, OKC has secured \$1,803,000 of their \$2.7 million goal (67%) through a mix of provincial and federal grants, as well as local fundraising.

The purchase of land tends to be an ineligible cost for many capital grant programs. As it is an allowable expense for the CPF, OKC is applying for the maximum grant to cover the purchase of the building that will house the Community Hub. The application estimates the purchase of the land and building to cost \$450,000.

As OKC programming provides relief and reduces the impact of poverty on individuals, children, youth, and their families, supporting this project aligns with the Community Safety & Well-Being Plan. The support of this project also aligns with multiple pillars of the Strategic Plan:

- Safety and well-being, as it improves access to supports for priority populations to narrow gaps in equity. It is also an initiative that connects neighbourhoods.
- Growth, as the project works to increase collaboration and a supportive environment where people can flourish.

The Grant Review Team recommends approval of a grant of \$450,000 for the purchase of the building for the Community Hub.

Matawa First Nations Management (Matawa) – Women’s Emergency Shelter

Matawa is a non-profit Tribal Council with nine member First Nations who share a collective vision for self-determination, growth, and community well-being. Matawa is working to establish an Indigenous Women’s Emergency Shelter in Thunder Bay to address gender based and/or intimate partner violence faced by Indigenous women. The shelter will have 10 units, or 15 beds, and provide safe, short-term accommodation for women and their dependent children.

Matawa is applying for \$500,000 from the CPF to support the project as contingency funding for increasing construction costs. Per the application, the project is fully funded, with the Canada Housing and Mortgage Corporation (CMHC) as the main funder.

Matawa’s project aligns with the Community Safety & Well-Being Plan as it supports Indigenous women experiencing homelessness due to gender based violence. This project also aligns with multiple pillars of the Strategic Plan:

- Maamawee – All together, as it implements culturally appropriate spaces for Indigenous Women experiencing violence;

- Safety and well-being, as it improves access to supports for priority populations to narrow gaps in equity, as well as providing an opportunity for the Indigenous community to design and create Indigenized spaces.

The goal of the CPF is to allow community partners to leverage municipal dollars for other funding opportunities, and contingency funding is not considered an eligible cost under the CPF. As Matawa's project is fully funded as presented, municipal support is not leverageable at this time.

As Matawa's stated use for a CPF grant would be contingency, and the funds are not required to leverage more funding for the project, the Grant Review Team does not recommend providing a CPF grant at this time.

CONSULTATION

Corporate Report 8-2026 - Corporate Services – Finance was presented to the Finance and Administration Standing Committee on January 6, 2026, to seek feedback and endorsement of the recommendation to award OKC a CPF grant.

Discussion at the Standing Committee included questions around frequency of applications and uptake of the program, as well as the flexibility of the process if applications exceed the balance of the Reserve Fund. It was noted that a main tenet of the CPF is leveraging other funding sources, especially from other orders of government, leading to the fundraising work of non-profit organizations being identified as something that should be rewarded with the CPF program.

The recommendation was unanimously endorsed by the Finance and Administration Standing Committee.

FINANCIAL IMPLICATION

Applications submitted for consideration under the Community Partnership Policy are funded from the Community Partnership Reserve Fund. The Reserve Fund received a contribution of \$100,000 through the 2025 budget process. The current estimated uncommitted balance is \$912,261 (this amount is exclusive of interest earned on the reserve fund balance in 2025).

Should Council proceed as recommended, the remaining uncommitted balance of the Reserve Fund would be \$462,261. The commitments to date are outlined below:

Approved Project	Commitment	Notes
OAHS	\$220,000	Funds released, project approaching completion
Matawa Training & Wellness Centre	\$100,000	Funds released, project approaching completion
Matawa Education & Care Centre	\$225,000	
RFDA	\$500,000	Funds released, project approaching completion

Community Clothing Assistance	\$ 14,275	
New – Our Kids Count	\$450,000	Proposed
Proposed Total Committed Funds	\$1,509,275	

In 2022, Administration was directed to determine funding opportunities to bring the CPF to an uncommitted balance of \$1 million, and to include contributions to the Reserve Fund in the operating budgets going forward. In 2023, a contribution of \$250,000 was included in the operating budget; since 2024, there have been annual contributions of \$100,000. \$100,000 has been proposed in the 2026 budget for consideration.

BACKGROUND

In 2022, Administration was directed to review the Community Partnership Policy (05-06-02) for changes to align the fund with other relevant grant sources, and for it to support capital projects that address community safety, well-being, homelessness, and poverty.

Report 74-2022 was presented on May 16, 2022, with an amended Community Partnership Policy (05-06-02) for Council consideration. Administration was directed to implement the Policy as presented and to transfer \$800,000 from the Renew Thunder Bay Reserve Fund to bring the uncommitted balance to \$1.0 million. Administration was also directed to report back in 2023 to present applications to Council for approval, and in 2024 to provide an update on the impact of the amended Policy for information purposes.

REFERENCE MATERIAL ATTACHED

Attachment A: Appropriation #1-2026 OKC Community Partnership Fund

REPORT PREPARED BY

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REPORT SIGNED AND VERIFIED BY

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

01/20/2026 (MM/DD/YEAR)

REPORT NUMBER 040-2026-Corporate Services-Finance

DATE

PREPARED January 8, 2026

FILE

CITY COUNCIL February 3, 2026

MEETING DATE

SUBJECT Annual Reserve and Reserve Fund Update

RECOMMENDATION TO CITY COUCIL

WITH RESPECT to Report 040-2026-Corporate Services-Finance, 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 Instructure 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.

EXECUTIVE SUMMARY

On May 12, 2025, Council approved Report 110-2025 (Corporate Services), which established the Assessment Growth Funds Policy in order to define how assessment growth is allocated through the annual budget process. The Policy provides direction for the use of excess and one-time assessment growth funds, including contributions to the Capital General Reserve Fund. This report recommends amending the Capital General Reserve Fund By-law Schedule to formally include assessment growth funds as an eligible contribution source.

This report also recommends amendments to existing reserve fund by-laws to ensure alignment with current City programs. The Animal Services Task Force recommended expanding the scope of the Animal Control Reserve to allow withdrawals for broader animal services programming. The reserve's existing withdrawal criteria are outdated and were originally established to fund a feral cat trap, neuter and return (TNR) program that is no longer in place.

Effective November 4, 2024, the City implemented an organizational realignment to support growth objectives, including a departmental name change from Infrastructure, Development & Operations to Infrastructure & Operations and the creation of a new Growth department. As a result, departmental references in the special reporting requirements of several Obligatory Reserve Fund By-law schedules require updating.

The *Municipal Act, 2001* grants authority to establish and maintain Reserve Funds per Section 417 (1) "for any purpose for which it has authority to spend money". This Report recommends approval for the creation of four (4) new Reserve Funds – Assessment Growth Reserve Fund, Community Improvement Plan (CIPs) Reserve Fund, Parks & Open Space Reserve Fund, and Solid Waste & Recycling Reserve Fund.

To align with the direction of the 2025 Operating Budget, it is recommended that the City establish an Assessment Growth Reserve Fund, to invest in initiatives aimed at driving further growth.

On June 16, 2025 (Report 190-2025 – Growth – Development Services – Planning Services) Council approved the Growth Community Improvement Plan (Growth CIP) which aims to transform the City's approach to supporting growth, investment and innovation. The Growth CIP provides a suite of grants and incentives to support high-impact employment projects at key stages. To facilitate the Growth CIP Financial Incentive Programs, Administration recommends the creation of a CIPs Reserve Fund and a transfer of \$500,000 from the Assessment Growth Reserve Fund to the CIPs Reserve Fund to provide initial funding for this initiative.

As part of the Housing Accelerator Fund (HAF) Action Plan the City has identified surplus lands for housing, with a preference towards affordable housing. The majority of recommended surplus lands fall under the Parks & Open Spaces inventory. The proposed Parks & Open Space Reserve Fund is intended to hold the net proceeds of the sale of any lands under the Parks & Open Spaces inventory to be allocated to Parks & Open spaces to enhance infrastructure and tree canopy in other parks.

The proposed Solid Waste & Recycling Reserve Fund is being recommended to prepare for the implementation of the Organics (Green Bin) Program and will help smooth the impact on the tax levy in future years. Council approved a contribution of \$863,000 to the proposed Reserve Fund as part of the 2025 operating budget.

Two Obligatory Reserve Funds; the Housing-Enabling Core Services (HECS) Reserve Fund and the Housing-Enabling Water Systems Fund (HEWSF) were established in 2025 through formal acceptance of Transfer Payment Agreements with the Province of Ontario, effective January 9, 2025, and June 9, 2025, respectively. These reserve funds are presented for information only, except for the requested approval of the associated reserve fund by-laws and their inclusion in the Consolidated Reserve Fund By-law (By-law 220-2023).

Administration recommends that all approvals, if adopted, be deemed effective for the 2025 fiscal year.

DISCUSSION

Reserve Fund Amendments

Capital General Reserve Fund

As noted above in the details for the Assessment Growth Reserve Fund in the executive summary, an Assessment Growth Funds Policy (Policy 05-02-06) was approved and provided direction for the allocation of the surplus assessment growth funds.

To align the Capital General Reserve Fund with this policy, an amendment to the Capital General Reserve Fund is required to include assessment growth funds as an eligible

contribution source. Specifically, the wording “Assessment Growth Funds as outlined in the Assessment Growth Funds Policy” is proposed to be added to the contributions section of By-law Schedule 8 – Capital General Reserve Fund included in By-law 220-2023.

Administration is recommending By-law Schedule 8 - Capital General Reserve Fund included in By-law 220-2023 shall be repealed and replaced with the revised Schedule 8 - Capital General Reserve Fund as appended in Attachment 1;

Animal Control Reserve

The City’s Animal Control Donation Reserve was created for the purpose of depositing donations to be used specifically for the benefit of the health and care of animals in the City of Thunder Bay. The current withdrawal criteria for the reserve includes Trap, Neuter, and Return (TNR) program for feral cat costs, however the City does not currently have a TNR program.

To more effectively support local rescues and foster partnerships, the City’s Animal Services Taskforce recommended amending the Animal Control Donation Reserve to allow withdrawals for other programs for animal wellbeing in the City of 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 amendment was presented and endorsed by the Quality of Life Standing Committee on December 16, 2025 in Report 320-2025 Update – Animal Services Taskforce.

Administration is recommending an amendment to the withdrawal criteria of the Animal Control Donation Reserve to allow withdrawals for programming for the health and care of animals in Thunder Bay. Further, Administration recommends the Animal Control Reserve schedule within Appendix A – Schedule of Reserves included in the Reserve and Reserve Fund Policy (Policy No. 05-01-08) be replaced with the revised Animal Control Reserve schedule as appended in Attachment 8;

Obligatory Reserve Funds

As a result of the November 4, 2024 Corporate restructuring there was a change in the name of the Infrastructure, Development & Operations department to Infrastructure & Operations as well as a creation of a new Growth department where some divisions were reallocated.

As a result, several Obligatory Reserve Fund by-law schedules reference outdated or incorrect departmental names within their special reporting requirements. Administration recommends amending the affected Reserve Fund By-law Schedules to replace references to Infrastructure, Development & Operations with Infrastructure & Operations, or to reference the Growth department where responsibilities now fall within the Development Services division:

- Building Faster Fund Reserve Fund;
- Building Permit Reserve Fund;

- Canada-Community Building Fund Reserve Fund;
- Ontario Community Infrastructure Fund (OCIF) Reserve Fund;
- Ontario Municipal Commuter Cycling (OMCC) Reserve Fund; and
- Parkland Dedication Reserve Fund.

Reserve Fund Additions

Assessment Growth Reserve Fund

As part of the City's 2025 Operating Budget (Report 1-2025 – Corporate Services) the creation of an Assessment Growth Reserve Fund was proposed to support Growth-related initiatives. The Reserve Fund is intended to hold the annual assessment growth funds. Council, through the 2025 budget, approved a contribution of \$1.7 million (the 2025 projected Assessment Growth) to the proposed Reserve Fund to be invested in future growth-related activities.

Further on May 12, 2025 (Report 110-2025– Corporate Services) Council approved the Assessment Growth Funds Policy. The Policy (Policy 05-02-06) provides direction for the allocation of the surplus assessment growth funds and one-time assessment growth funds.

To align with the direction of the 2025 Operating Budget and Assessment Growth Funds Policy, it is recommended that the City establish an Assessment Growth Reserve Fund, to invest in initiatives aimed at driving further growth, be funded with the annual assessment growth funds.

Administration is recommending the creation of the Assessment Growth Reserve Fund, and inclusion of the new By-law schedule, as appended in Attachment 9, to be included in By-law 220-2023.

Community Improvement Plans (CIPs) Reserve Fund

On June 16, 2025 (Report 190-2025 – Growth – Development Services – Planning Services) Council approved the Growth Community Improvement Plan (Growth CIP) which aims to transform the City's approach to supporting growth, investment and innovation. The Growth CIP provides a suite of grants and incentives to support high-impact employment projects at key stages.

To facilitate the Growth CIP Financial Incentive Programs Administration recommends the creation of a Community Improvement Plans (CIPs) Reserve Fund. While it is further recommended that \$500,000 of the projected \$1.7 million assessment growth funds previously allocated to the Assessment Growth Reserve Fund be transferred out of the Assessment Growth Reserve Funds and into the CIPs Reserve Fund to provide initial funding for this initiative. Additionally, the CIPs Reserve Fund shall also provide funds for the City's Strategic Core Area CIPs financial incentives programs as well.

The creation of the Reserve Fund and transfer of \$500,000 that was previously earmarked for the Assessment Growth Reserve Fund were both previously identified in the June 2025

Corporate Report noting that approval would be sought within this annual reserve and reserve fund update corporate report. Proposed in the 2026 budget is an additional \$600,000 contribution from the Assessment Growth Reserve Fund to the CIPs Reserve Fund and annually going forward in 2027 and beyond the Reserve Fund shall be funded by an annual contribution from the operating budget.

Administration is recommending the creation of the Community Improvement Plans (CIPs) Reserve Fund, and inclusion of the new By-law schedule, as appended in Attachment 10, to be included in By-law 220-2023. Additionally, Administration also recommends a transfer of \$500,000 from the Assessment Growth Reserve Fund to the CIPs Reserve Fund.

Parks & Open Spaces Reserve Fund

As part of the Housing Accelerator Fund (HAF) Action Plan the City has identified surplus lands for housing, with a preference towards affordable housing. The majority of recommended surplus lands fall under Parks & Open Spaces inventory.

Consistent with Council's policies, any sale proceeds for lands will be deposited into the Land Development Account with the exception of the sale of parkland.

Further, Council approved (via a 2024 closed session report, 2024CLS.031) that net proceeds of the sale of any lands under the Parks & Open Spaces inventory be allocated to Parks & Open Spaces to enhance infrastructure and tree canopy in other parks. Based on the above approval it is recommended that a Parks & Open Spaces Reserve Fund be created to hold the above noted funds for the purpose of providing funds to enhance infrastructure and tree canopy in other parks.

Two properties in Parks & Open Spaces inventory were sold during the year with net proceeds of \$180,700. It is recommended that upon creation of the new Reserve Fund \$180,700 in net proceeds received from the sale of these lands be transferred to the Parks & Open Spaces Reserve Fund from the Land Development Account, where the proceeds have been temporarily held.

Administration is recommending the creation of the Parks & Open Spaces Reserve Fund, and inclusion of the new By-law schedule, as appended in Attachment 13, to be included in By-law 220-2023. Additionally, Administration also recommends a transfer of \$180,700 from the Land Development Account to the Parks & Open Spaces Reserve Fund.

Solid Waste & Recycling Reserve Fund

As part of the City's 2025 Operating Budget (Report 1-2025 – Corporate Services) the creation of a Solid Waste & Recycling Reserve Fund was proposed. The Reserve Fund will help smooth the impact on the tax levy in future years during implementation of the Organics (Green Bin) Program.

Council, through the 2025 budget, approved a one-time contribution of \$863,000 Ontario Municipal Partnership Funds (OMPF) to the Reserve Fund to prepare for the implementation of the Organics (Green Bin) Program. An additional one-time contribution to the Reserve Fund from the operating budget is being proposed in the 2026 budget.

Administration is recommending the creation of the Solid Waste & Recycling Reserve Fund, and inclusion of the new By-law schedule, as appended in Attachment 14, to be included in By-law 220-2023.

Obligatory Reserve Funds

Housing-Enabling Core Servicing Stream (HECS) Reserve Fund

On April 7, 2025 (Memorandum from Kayla Dixon, dated March 17, 2025), Council approved the execution of the Transfer Payment Agreement (TPA) for the Housing-Enabling Core Servicing (HECS) fund between the Ministry of Infrastructure and the Corporation of The City of Thunder Bay be approved. Following this, the TPA for the HECS was executed between the Province and the City effective as of June 9, 2025. As outlined in the TPA the HECS Funds will fund projects aimed at the development, repair, rehabilitation and expansion of municipal roads and bridges to promote growth and enable housing for growing and developing communities.

Housing-Enabling Water Systems Fund (HEWSF) Reserve Fund

On December 2, 2024 (Memorandum from Kayla Dixon, dated October 10, 2024), Council approved the execution of the Transfer Payment Agreement (TPA) for the Housing-Enabling Water Systems Fund (HEWSF) between the Ministry of Infrastructure and the Corporation of the City of Thunder Bay be approved. Following this, the Transfer Payment Agreement (TPA) for the Housing-Enabling Water Systems Fund (HEWSF) was executed between the Province and the City effective as of January 9, 2025. As outlined in the TPA the HEWSF funds are designed to help municipalities repair, rehabilitate, and expand core, water, wastewater and stormwater infrastructure.

Per the City's Reserve & Reserve Fund Policy, an Obligatory Reserve Fund is established by way of formal acceptance of the agreement that required the Reserve Fund or through legislation from a higher level of government. In line with the Policy, the Housing-Enabling Core Service Stream (HECS) Reserve Fund and Housing-Enabling Water Systems Fund (HEWSF) Reserve Fund were established by their respective TPAs and will be contributed to and withdrawn from, pursuant to the TPAs.

Administration is recommending the creation of By-law Schedule 54, Housing-Enabling Core Service System (HECS) Reserve Fund and Schedule 55, Housing-Enabling Water Systems Fund (HEWSF) Reserve Fund as appended in Attachments 11 and 12, and inclusion in By-law 220-2023.

CONSULTATION

Administration sought endorsement on these recommendations from the Finance and Administration Standing Committee on January 6, 2026.

At Standing Committee there was discussion on whether the Land Development Account can be used to fund Reserves or Reserve Funds or redistributed to other areas throughout the Corporation and whether Administration considers changes to the annual budgeted Reserve and Reserve Fund contributions.

Administration shared that the Land Development Account is similar to a Reserve or Reserve Fund and would not typically be used to fund other Reserves or Reserve Funds but is used in the budget to fund expenses that would be eligible for its use.

Administration also shared that reducing or eliminating a discretionary Reserve Fund contribution would reduce the in-year tax levy but have an exponential impact the next year. Administration reviews Reserve and Reserve Fund balances under the guidance of the City Treasurer and Finance team, especially those that have target balances and could, when necessary, reallocate budgeted dollars from one Reserve or Reserve Fund to another, on a temporary basis. Any such recommendations would come before Council in the operating budget, for approval.

The Committee unanimously endorsed the recommendations as presented.

FINANCIAL IMPLICATION

Administration is recommending \$500,000 be transferred from the Assessment Growth Reserve Fund to the Community Improvement Plans (CIPs) Reserve Fund to provide initial funding for the Growth CIPs grant programs. This funding was previously earmarked as part of the \$1.7 million annual assessment growth funds to be contributed to the Assessment Growth Reserve Fund.

Administration is also recommending \$180,700 be transferred from the Land Development Account to the Parks & Open Spaces Reserve Funds, where the proceeds of the sale of Parks & Open Space inventory are being temporarily held.

BACKGROUND

The Consolidated Reserve Fund By-law and Reserve and Reserve Fund Policy were approved by City Council in 2023 (Report 63-2023 – Corporate Services & Long-Term Care – Financial Services).

Administration reports to Council on the City's Reserve and Reserve Funds multiple times throughout the year as part of the annual budget, year-end audit and financial statements, and year-end corporate report. Additionally, an update on Reserve and Reserve Funds may

Corporate Report 040-2026-Corporate Services-Finance

occur at any time during the year when there are requests to approve new Reserves or Reserve Funds or when any amendments are necessary.

REFERENCE MATERIAL ATTACHED

Attachment 1 – Schedule 8 – Capital General Reserve Fund

Attachment 2 – Schedule 51 – Building Faster Fund Reserve Fund

Attachment 3 – Schedule 5 – Building Permit Reserve Fund

Attachment 4 – Schedule 6 – Canada-Community Building Fund Reserve Fund

Attachment 5 – Schedule 27 – Ontario Community Infrastructure Fund (OCIF) Reserve Fund

Attachment 6 – Schedule 28 – Ontario Municipal Commuter Cycling (OMCC) Reserve Fund

Attachment 7 – Schedule 30 – Parkland Dedication Reserve Fund

Attachment 8 – Appendix A – Schedule of Reserves - Animal Control Reserve Schedule

Attachment 9 – Schedule 52 – Assessment Growth Reserve Fund

Attachment 10 – Schedule 53 – Community Improvement Plans (CIPs) Reserve Fund

Attachment 11 – Schedule 54 – Housing-Enabling Core Servicing Stream (HECS) Reserve Fund

Attachment 12 – Schedule 55 – Housing Enabling Water Systems Fund (HEWSF) Reserve Fund

Attachment 13 – Schedule 56 – Parks & Open Spaces Reserve Fund

Attachment 14 – Schedule 57 – Solid Waste & Recycling Reserve Fund

REPORT PREPARED BY

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REPORT SIGNED AND VERIFIED BY

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

01/22/2026 (MM/DD/YEAR)

Schedule 8 - Capital General Reserve Fund	
Purpose	To finance general capital requirements of the Corporation and provide the ability to respond quickly to any new infrastructure funding programs from other levels of government where matching Corporate dollars are required.
Type	<ul style="list-style-type: none"> • Discretionary • Capital
Contributions	<p>Annual tax-supported year-end surplus as outlined in the Reserve & Reserve Fund Policy.</p> <p>Excess funds of a tax supported Reserve or Discretionary Reserve Fund that's met its maximum target balance as outlined in the Reserve & Reserve Fund Policy.</p> <p>Dividends as outlined in the TbayTel Dividend Policy.</p> <p>Assessment Growth Funds as outlined in the Assessment Growth Funds Policy.</p>
Withdrawals	General capital requirements of the Corporation.
Target Balance(s)	Minimum uncommitted balance of \$1.0 Million.
Special Reporting Requirements	N/A

Schedule 51 – Building Faster Fund Reserve Fund	
Purpose	To provide funds for critical housing-enabling infrastructure and other related costs that support community growth pursuant to the Building Faster Fund Transfer Payment Agreement.
Type	<ul style="list-style-type: none"> • Obligatory – Building Faster Fund Transfer Payment Agreement • Statutory
Contributions	Building Faster funds received from the Province of Ontario pursuant to the Building Faster Fund Transfer Payment Agreement.
Withdrawals	Eligible expenditures in accordance with the Building Faster Fund Transfer Payment Agreement.
Target Balance(s)	N/A
Special Reporting Requirements	<p>Reporting as described in the Building Faster Fund Transfer Payment Agreement.</p> <p>Department Responsible – Growth (Development Services)</p>

Schedule 5 - Building Permit Reserve Fund	
Purpose	To offset costs of administration and enforcement of the Building Code Act when fee revenues are less than costs of delivering building services, to implement service enhancements and to purchase capital items required for Building Services.
Type	<ul style="list-style-type: none"> • Obligatory – Ontario Regulation 305/03 and Building Code Act • Statutory
Contributions	Annual favourable variance in the Building Services operating budget.
Withdrawals	Annual unfavourable variance in the Building Services operating budget and Building Services capital expenditures.
Target Balance(s)	One year of Building Services operating expenditures (based on the prior year budget) to mitigate the sharp cyclical drops experienced, or when the economy faces a recessionary period, and to protect against building activity down turns.
Special Reporting Requirements	<p>Annual reporting as identified in Ontario Regulation 305/03 made under the Building Code Act, 1992.</p> <p>Department responsible – Growth (Development Services)</p>

Schedule 6 – Canada-Community Building Fund Reserve Fund	
Purpose	To provide funds for infrastructure capital projects pursuant to the Letter of Agreement between the Association of Municipalities of Ontario (AMO) and the Corporation.
Type	<ul style="list-style-type: none"> • Obligatory – Letter of Agreement for the Transfer of Canada-Community Building Funds. • Statutory
Contributions	Canada-Community Building funds received from the Federal Government pursuant to a Letter of Agreement between the AMO and the Corporation.
Withdrawals	Eligible expenditures in accordance with the Letter of Agreement between the AMO and the Corporation.
Target Balance(s)	N/A
Special Reporting Requirements	<p>Annual reporting as described in the Letter of Agreement between the AMO and the Corporation.</p> <p>Department Responsible – Infrastructure & Operations</p>

Schedule 27 - Ontario Community Infrastructure Fund (OCIF) Reserve Fund	
Purpose	To provide funds to support expenditures pursuant to a Letter of Agreement between the Province of Ontario and the Corporation.
Type	<ul style="list-style-type: none"> • Obligatory – Letter of Agreement - OCIF Formula-Based Component Agreement • Statutory
Contributions	OCIF funds received from the Province of Ontario pursuant to a Letter of Agreement between the Province of Ontario and the Corporation.
Withdrawals	Eligible expenditures as described in the Letter of Agreement between the Province of Ontario and the Corporation.
Target Balance(s)	N/A
Special Reporting Requirements	<p>Annual reporting as described in the Letter of Agreement between the Province of Ontario and the Corporation.</p> <p>Department Responsible – Infrastructure & Operations</p>

Schedule 28 - Ontario Municipal Commuter Cycling (OMCC) Reserve Fund

Purpose	To provide funds for implementing new or expanded commuter cycling infrastructure to support commuter and frequent cycling pursuant to the Letter of Agreement between the Province of Ontario and the Corporation.
Type	<ul style="list-style-type: none"> • Obligatory - Letter of Agreement – OMCC Program Transfer Payment Agreement • Statutory
Contributions	OMCC funds received from the Province of Ontario pursuant to a Letter of Agreement between the Province of Ontario and the Corporation.
Withdrawals	Eligible expenditures in accordance with the Letter of Agreement between the Province of Ontario and the Corporation.
Target Balance(s)	N/A
Special Reporting Requirements	<p>Annual reporting as described in the Letter of Agreement between the Province of Ontario and the Corporation.</p> <p>Department Responsible – Infrastructure & Operations</p>

Schedule 30 - Parkland Dedication Reserve Fund	
Purpose	To fund the acquisition of land for parks or other recreations purposes and or to fund the development of parkland pursuant to the Planning Act.
Type	<ul style="list-style-type: none"> • Obligatory – <i>Planning Act, R.S.O. 1990, c.P.13, s. 51.1(1) and 51.1(5)</i> • Statutory
Contributions	<p>Developer contributions received in lieu of land being conveyed to the municipality for parkland requirements.</p> <p>Money received on the sale of land under <i>subsection (5) of the Planning Act</i>, less any amount spent by the municipality out of its general funds in respect of the land.</p>
Withdrawals	<p>For the acquisition of land to be used for park or other public recreational purposes, including the erection, improvement or repair of buildings and the acquisition of machinery for park or other public recreational purpose.</p> <p>In each calendar year, spend or allocate 60% of the monies in the Reserve Fund at the beginning of the year.</p>
Target Balance(s)	N/A
Special Reporting Requirements	<p>Annual reporting as described in Ontario Regulation 509/20.</p> <p>Department Responsible – Infrastructure & Operations (Parks & Open Spaces)</p>

Reserve	Purpose	Contributions	Withdrawals	Minimum \$ Balance	Maximum \$ Balance	Special Reporting Requirements
Animal Control Donation	To deposit donations to be used specifically for the benefit of the health and care of animals in Thunder Bay.	Animal control donations.	Programming for the health and care of animals in Thunder Bay.	N/A	N/A	N/A

Schedule 52 – Assessment Growth Reserve Fund	
Purpose	To invest in initiatives aimed at driving further growth.
Type	<ul style="list-style-type: none"> • Discretionary • Operating & Capital
Contributions	Assessment growth revenue (Additional tax revenue the City receives from assessment generated by prior year construction activity [expansions and new buildings] less lost assessment from demolitions and successful assessment appeals.)
Withdrawals	Initiatives aimed at achieving a specific growth outcome and/or enhancing capacity and as outlined in the Assessment Growth Policy.
Target Balance(s)	N/A
Special Reporting Requirements	N/A

Schedule 53 – Community Improvement Plans (CIPs) Reserve Fund

Purpose	To provide funds for the Growth Community Improvement Plans (CIPs) and Strategic Core Area CIPs financial incentives programs.
Type	<ul style="list-style-type: none"> • Discretionary • Operating
Contributions	Annual contribution from the operating budget.
Withdrawals	Financial incentive grants for projects meeting the criteria as outlined in the Growth CIPs and Strategic Core Area CIPs.
Target Balance(s)	N/A
Special Reporting Requirements	N/A

Schedule 54 – Housing-Enabling Core Servicing Stream (HECS) Reserve Fund

Purpose	To provide funds to repair, rehabilitate, and expand core, water, wastewater and stormwater infrastructure.
Type	<ul style="list-style-type: none"> • Obligatory – Letter of Agreement for the Transfer of Housing-Enabling Core Servicing Stream (HECS) funds. • Statutory
Contributions	HECS funds received from the Province of Ontario pursuant to a Letter of Agreement between the Province of Ontario and the Corporation.
Withdrawals	Eligible expenditures in accordance with the Letter of Agreement between the Province of Ontario and the Corporation.
Target Balance(s)	N/A
Special Reporting Requirements	<p>Annual reporting as described in the letter of Agreement between the Province of Ontario and the Corporation.</p> <p>Department Responsible – Infrastructure & Operations</p>

Schedule 55 – Housing-Enabling Water Systems Fund (HEWSF) Reserve Fund	
Purpose	To provide funds to repair, rehabilitate, and expand core water, wastewater and stormwater infrastructure.
Type	<ul style="list-style-type: none"> • Obligatory – Letter of Agreement for the transfer of Housing-Enabling Water Systems Fund grants. • Statutory
Contributions	HEWSF funds received from the Province of Ontario pursuant to a Letter of Agreement between the Province of Ontario and the Corporation.
Withdrawals	Eligible expenditures in accordance with the Letter of Agreement between the Province of Ontario and the Corporation.
Target Balance(s)	N/A
Special Reporting Requirements	<p>Annual reporting as described in the letter of Agreement between the Province of Ontario and the Corporation.</p> <p>Department Responsible – Infrastructure & Operations</p>

Schedule 56 – Parks & Open Spaces Reserve Fund	
Purpose	To provide funds to enhance infrastructure and tree canopy in parks.
Type	<ul style="list-style-type: none"> • Discretionary • Capital
Contributions	Net proceeds of the sale of any lands under the Parks & Open Spaces inventory.
Withdrawals	To enhance infrastructure and tree canopy in other parks.
Target Balance(s)	N/A
Special Reporting Requirements	N/A

Schedule 57 – Solid Waste & Recycling Reserve Fund	
Purpose	To provide funds for the implementation of the Provincially mandated Organics (Green Bin) Program.
Type	<ul style="list-style-type: none"> • Discretionary • Operating
Contributions	One-time contribution of Ontario Municipal Partnership Fund (OMPF) funds in 2025 and any one-time contributions approved in the 2026 operating budget.
Withdrawals	Operating expenditures associated with the implementation of the Provincially mandated Organics (Green Bin) Program.
Target Balance(s)	N/A
Special Reporting Requirements	N/A



Infrastructure & Operations Department

Memorandum

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

FROM: Kayla Dixon, Commissioner Infrastructure & Operations

DATE: 01/15/2026

SUBJECT: Approval for Municipal Housing Infrastructure Program Funding for Feeder Watermain Projects

MEETING & DATE: City Council
02/03/2026

The City of Thunder Bay's application for the Municipal Housing Infrastructure Program - Health and Safety Water Stream (HSWS) has been approved by the Ministry of Infrastructure. To proceed with the execution of the Transfer Payment Agreement (TPA), a resolution by City Council authorizing the City to enter into the Agreement with the Province is required.

The application was for inspection and rehabilitation of critical watermains that supply water, directly and indirectly, to the entire City. The inspection project includes an in-service leak detection and condition assessment for all 8 km of the City's 900 mm diameter watermain from the Bare Point Water Treatment Plant (WTP), originally installed in the 1980s. The rehabilitation project includes the renewal of twin 600 mm diameter watermains from the Bare Point WTP to Hodder Avenue, installed around 1910, which are approximately 4 km. The Engineering Division is undergoing a feasibility review and cost analysis to determine the most cost-effective approach for renewal which could include relining, replacement or other methods. The project completion deadline is March 31, 2029.

The province will contribute 73% of total eligible costs, up to a maximum of \$9,353,125 for this project. The City will be responsible for a municipal contribution of \$3,459,375, as well as any additional costs that may arise during the project. Renewal of these watermains is of importance not only to maximize capacity and accommodate growth, but also as critical elements in our existing water distribution system. The 2025 capital budget included funds to complete the inspection work on the 900 mm watermain and the 2026/2027 and future capital budgets include replacement of the twin 600 mm

watermains. The success of this funding program application can take pressure off the City's linear water capital budget over the next several years, which may allow additional asset renewal or expansion that will be identified by the ongoing Water System Master Plan and to support growth.

The in-service leak detection and condition assessment for the City's 900 mm diameter watermain was completed in the 2025 fiscal year. As outlined in the HSWS program guidelines, these expenditures are still eligible project costs under the program. The design for the replacement of the twin 600 mm watermains will be undertaken in early 2026, for work to begin in the 2026 construction season. Administration had identified these critical watermains for replacement prior to the completion of the HSWS funding program application, and therefore the first phases have been included in the 2026 and future capital budgets. The funding will allow these projects to be accelerated.

No additional resources are expected to be required to support the completion of this project. "In kind" contributions using internal resources will be funded out of the municipal capital contribution towards this project for the duration of the project and will not affect the Operating budget.

WITH RESPECT to the memorandum from Kayla Dixon, Commissioner of Infrastructure & Operations dated January 15, 2026, we recommend that the execution of the Transfer Payment Agreement (TPA) for the Health and Safety Water Stream (HSWS) fund between the Ministry of Infrastructure and the Corporation of The City of Thunder Bay be approved;

AND THAT the Commissioner of Infrastructure & Operations be authorized to execute any necessary agreements;

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

cc: ELT
Laurie Fors, Supervisor - Budgets & Capital Programs
Matthew Miedema, Director – Engineering & Operations
Michelle Warywoda, Director - Environment
Aaron Ward, Manager – Engineering
Joshua Daniels, Water & Wastewater Engineer - Environment



City Council Report

REPORT NUMBER 072-2026-Growth-

DATE

PREPARED September 15, 2025

FILE

CITY COUNCIL February 3, 2026
MEETING DATE

SUBJECT Eye on the Street Annual Report - 2024

RECOMMENDATION TO CITY COUNCIL

For information.

EXECUTIVE SUMMARY

The 2024 Annual Report highlights how the Eye on the Street program continues to support safety and police investigations, summarizing key operations and outcomes from the past year. Since its renewal in 2021, the program has maintained strong utilization. A year-over-year analysis shows a modest decline in total requests; however, Thunder Bay Police continue to rely on program footage to support investigations, including cases of assault, theft, property damage, and missing persons.

DISCUSSION

From 2022 through 2024, the Eye on the Street program experienced a modest decline in formal footage requests and evidence retrieval. While overall usage remains consistent with the program's intended purpose, several contextual factors help to explain this downward trend.

First, there has been a significant increase in the number of private and commercial surveillance systems throughout the community. Many businesses, institutions, and property owners have implemented their own camera systems, including prosumer and professional-grade installations, which now provide police with alternate sources of evidence. This broader availability of surveillance technology has diversified investigative tools and, in turn, reduced direct reliance on the Eye on the Street program.

Second, redevelopment and infrastructure renewal in Thunder Bay's downtown cores, where the majority of Eye on the Street cameras are located have temporarily affected program availability. Construction activity in both the North and South Core has resulted in intermittent service disruptions, primarily due to power and connectivity limitations. These interruptions,

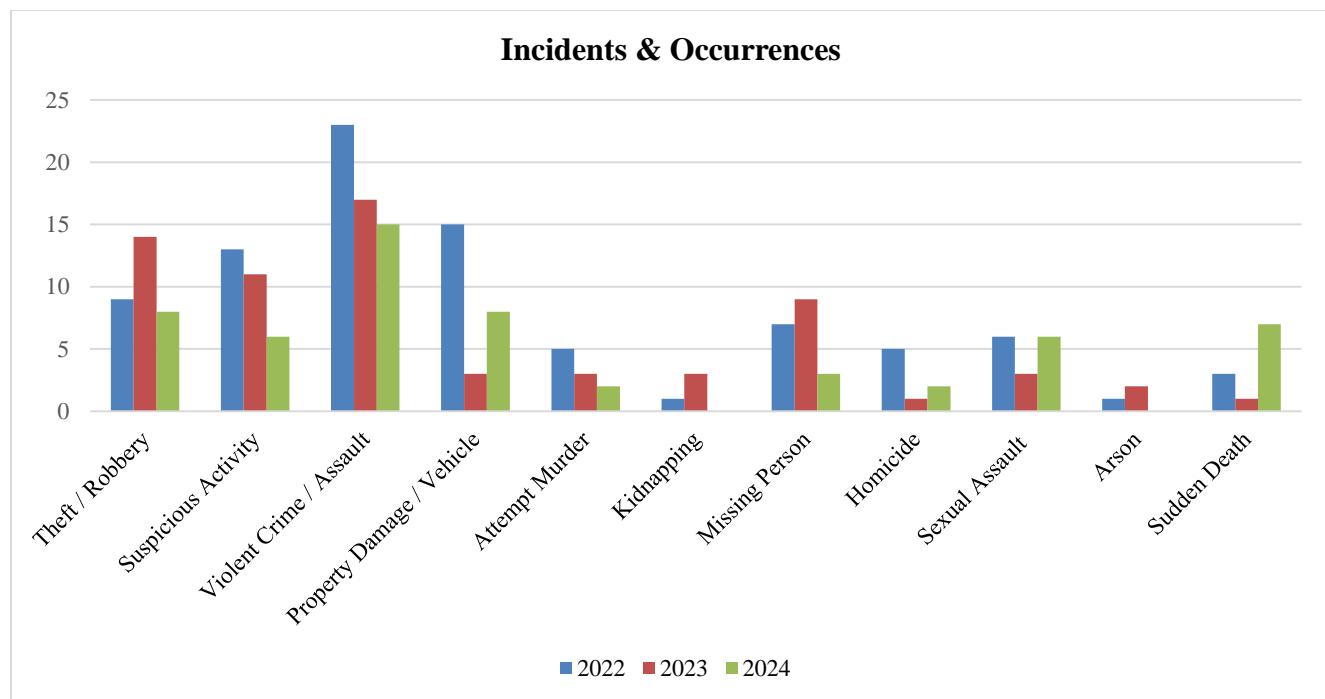
while temporary, have contributed to the lower number of footage requests during affected periods.

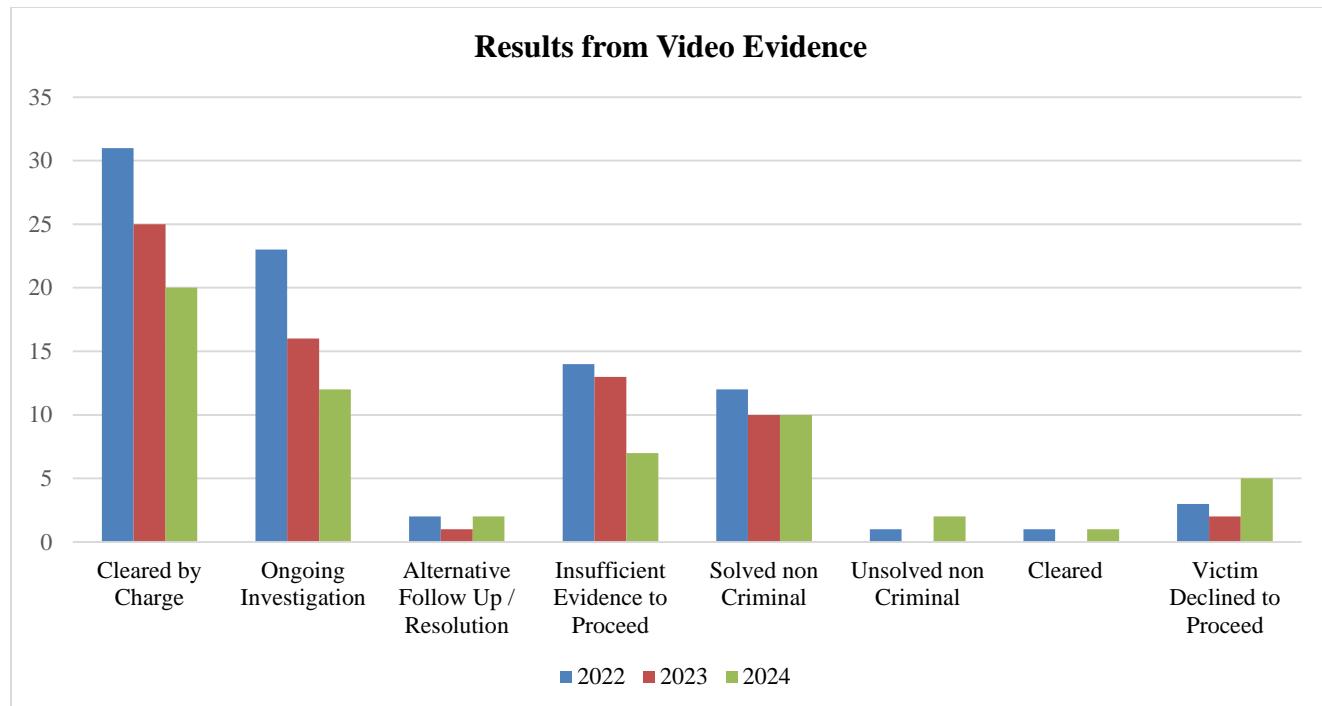
Despite these challenges, the program continues to play a vital role in supporting public safety, particularly in areas with higher pedestrian activity and social interaction. The observed trends underscore the importance of maintaining a flexible, adaptive surveillance network that can respond to the changing urban conditions and community safety priorities.

Usage Data

The first chart illustrates the official request for footage made by the Thunder Bay Police Service, while the second chart presents outcomes of those requests. Comparative data is available beginning in 2022, which represents the first full year of operation following the programs renewal in 2021.

Beyond formal requests, live monitoring in 2024 prompted six calls to 911, most often related to assaults or reports of motionless individuals. Public inquiries were also received and addressed by the Program Manager on a case-by-case basis, with seven such requests during the year.





Audit Results

Audits are completed quarterly by Internal Audit & Continuous Improvement staff. The audit follows the format outlined in the Code of Practice. The audit process checks the program compliance by:

1. Viewing video
2. Reviewing logbooks
3. Reviewing recorded log access to the Command Centre office
4. Review recorded incidents and data check for any *Municipal Freedom of Information and Protection of Privacy Act* requests.

Four audits were completed for the 2024 calendar year. All audits completed to date reflect that the program is operating in compliance with the Code of Practice.

CONSULTATION

This report has been reviewed by the Eye on the Street Advisory Committee and the Thunder Bay Police Service before coming to City Council.

Chief of Police Darcy Fleury has stated “We are proud to work alongside the City of Thunder Bay to expand the Eye on the Street program. This project helps us look out for one another and supports our shared goal of making public spaces safer for everyone in our community.”

FINANCIAL IMPLICATION

There are no direct financial implications associated with this information report.

BACKGROUND

The Eye on the Street program, established in 2005 and jointly led by the City of Thunder Bay and the Thunder Bay Police Service, is a community safety initiative that provides closed-circuit video monitoring to enhance public security. Renewed in 2022 through a partnership with Tbaytel and financial support from the Ministry of the Solicitor General's Guns and Gangs Program, the initiative continues to expand its reach. During the 2024 operating year, the program successfully completed its second phase of implementation, adding 11 new monitoring locations across the community.

REFERENCE MATERIAL ATTACHED

None

REPORT PREPARED BY

Matt Pearson, Senior Advisor Growth – Growth Department

REPORT SIGNED AND VERIFIED BY

Kerri Marshall, Commissioner – Growth

Date (01/23/2026)



Memorandum

Corporate By-law Number: 057-2026-Corporate Services-Licensing & Enforcement

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

FROM: Jan Quek-Ferland
Corporate Services – Licensing & Enforcement

DATE PREPARED: January 16, 2026

SUBJECT: By-law 057-2026 – Appointment of Persons to Enforce Parking

MEETING DATE: City Council - February 3, 2026

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 057-2026

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 added:

Joline Anger	Chris Christiansen	Brian Cockell
Henry Kaucharik	Minsun Kim	Lee McMann
Thomas Bruno	Gerrard Sevin	

2. This By-law shall come into force and take effect on the date it is passed.

Enacted and passed this 3rd day of February, A.D. 2026 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

Andrew Foulds

Speaker

Jeff Walters

Deputy City Clerk



Memorandum

Corporate By-law Number: 017-2026-City Manager's Office-Office of the City Clerk

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

FROM: Linda Crago
Office of the City Clerk, City Manager's Department

DATE PREPARED: December 11, 2025

SUBJECT: By-law 17-2026 – Confirming By-law – February 3, 2026

MEETING DATE: City Council - February 3, 2026

By-law Description: A By-law to confirm the proceedings of a meeting of Council, this 3rd day of February 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 17-2026

A By-law to confirm the proceedings of a meeting of
Council, this 3rd day of February 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:

3rd day of February, 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 3rd day of February, A.D. 2026 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

Andrew Foulds
Speaker

Jeff Walters
Deputy City Clerk