



**Committee of the Whole Meeting
Agenda**

**Monday, October 21, 2024, 6:30 p.m.
S.H. Blake Memorial Auditorium**

Pages

1. Closed Session in the McNaughton Room 4:30 pm

Closed Session Agendas will be distributed separately to Members of Council and ELT only.

2. Open Session (Planning Services) in the S.H. Blake Memorial Auditorium 6:30 p.m.

Chair: Councillor Andrew Foulds

3. Disclosures of Interest

4. Confirmation of Agenda

WITH RESPECT to the October 21, 2024 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

5. Presentations

5.1 Growth Initiatives Update

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Memorandum dated October 10, 2024 from City Manager John Collin requesting an opportunity to provide a presentation.

6. Items Arising from Closed Session

7. Reports of Committees, Boards and Outside Agencies

7.1 Committee of Adjustment Minutes

7 - 23

Minutes of meeting 07-2024 and 08-2024 of Committee of Adjustment, held on July 25, 2024 and August 29, 2024 respectively, for information.

7.2 Lakehead Region Conservation Authority

24 - 30

Minutes of the Lakehead Region Conservation Authority meeting held on August 28, 2024, for information.

8. Reports of Municipal Officers

8.1 Governance Process Changes - Preliminary Review

31 - 41

Report 361-2024-City Manager's Office-Office of the City Clerk recommending that the work associated with implementing a new governance process, that modifies the Committee of the Whole structure and introduces a Standing Committee structure, continues.

Memorandum dated October 10, 2024 from Director of Legislative Services & City Clerk Krista Power requesting an opportunity to provide a presentation.

WITH RESPECT to Report 361-2024-City Manager's Office-Office of the City Clerk, we recommend that the Director of Legislative Services & City Clerk be directed to continue the work associated with implementing a new governance process that modifies the Committee of the Whole structure and introduces a Standing Committee structure;

AND THAT a new procedural by-law be brought forward for approval on or before June 30, 2025 to take effect September 1, 2025;

AND THAT Item 2024-009-ADM Direction-Governance Process Changes Preliminary Review be removed from the outstanding list;

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

8.2 Chippewa Park C.W. Parker Carousel - New Building Enclosure Update

42 - 48

Report 386-2024 Infrastructure, Development & Operations-Engineering & Operations recommending that up to \$234,868 from the Renew Thunder Bay Reserve Fund be used to fund the C.W. Parker Carousel Building Enclosure project.

Correspondence dated September 20, 2024 from Donna Gilhooly - Save Our Carousel Committee-The Friends of Chippewa Park, requesting an opportunity to provide a deputation relative to the construction of a protective structure for the Carousel and potential funding opportunities.

WITH RESPECT to Report 386-2024-Infrastructure, Development & Operations-Engineering & Operations, we recommend that up to \$234,868 from the Renew Thunder Bay Reserve Fund be used to fund the C.W. Parker Carousel Building Enclosure project;

AND THAT up to \$300,000 from the Municipal Accommodation Tax Reserve Fund be used to fund the C.W. Parker Carousel Building Enclosure project;

AND THAT any additional funding received through grants or fundraising for the C.W. Parker Carousel Building Enclosure project be used to reduce the contribution from the Renew Thunder Bay Reserve Fund;

AND THAT Administration proceed with final project planning and procurement to facilitate construction in 2025;

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

8.3 Enhanced Encampment Response - A Human Rights-Based Community Action Plan for Thunder Bay

49 - 76

At the October 7, 2024 Committee of the Whole meeting, Report 384-2024 City Manager's Office - Strategic Initiatives & Engagement) was presented as a First Report to allow Committee of the Whole and the general public time to consider the implications of the report before its recommendations are considered by Committee of the Whole on October 21, 2024.

Report 384-2024 City Manager's Office - Strategic Initiatives & Engagement recommending the approval of the Human Rights-Based Community Action Plan (the Plan), as outlined in this report, re-presented.

Memorandum dated October 15, 2024 from Director - Strategy & Engagement Cynthia Olsen providing additional information related to letters received in support of the Human Rights-Based Community Action Plan as outlined in this report, and financial implications.

Memorandum dated October 15, 2024 from Director - Strategy & Engagement Cynthia Olsen requesting an opportunity to re-present an overview of the ten-part Human Rights-Based Community Action Plan as an enhanced encampment response.

WITH RESPECT to Report 384-2024-City Manager's Office-Strategic Initiatives & Engagement, we recommend that the Human Rights-Based Community Action Plan (the Plan) as outlined in this report be approved;

AND THAT implementation of the Plan requiring approval or additional financial resources be brought back to Council as required;

AND THAT Administration provide progress updates to City Council as needed;

AND THAT a copy of this resolution and the Plan be sent to the Honourable Sean Fraser - Minister of Housing, Infrastructure and Communities of Canada, and the Honourable Paul Calandra - Ontario's Minister of Municipal Affairs and Housing;

AND THAT a copy of this resolution and the Plan be sent to Marie-Josée Houle, Federal Housing Advocate;

AND THAT a copy of this resolution and the Plan be sent to the Honourable Patty Hajdu, MP Superior North and Indigenous Services Minister, MP Marcus Powlowski, MPP Kevin Holland, MPP Lise Vaugeois;

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

8.4 Temporary Village Initiatives

Report 395-2024-City Manager's Office-Strategic Initiatives & Engagement. **(Distributed separately)**

9. Petitions and Communications

9.1 Boulevard Garden and Maintenance By-law

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Memorandum from Director - Strategic Initiatives Cynthia Olsen dated

October 10, 2024 requesting to defer the re-presentation of Report 349-2024-City Manager's Office - Strategic Initiatives & Engagement Boulevard Garden and Maintenance By-Law from October 28, 2024, to November 25, 2024. The report was presented to Committee of the Whole as a First Report on September 23, 2024.

WITH RESPECT to the Memorandum from Cynthia Olsen, Director – Strategy & Engagement dated October 10, 2024, we recommend that the report back date for R 349-2024 Boulevard Garden and Maintenance By-Law be deferred from October 28, 2024 to November 25, 2024;

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

10. Outstanding Items

10.1 Outstanding List - Planning Services

78 - 79

Memorandum from Director - Legislative Services & City Clerk Krista Power dated October 8, 2024, containing the Planning Services Outstanding List, for information.

11. New Business

12. Adjournment



Memorandum

TO: Krista Power, City Clerk **FILE:**

FROM: John Collin, City Manager
City Manager's Office

DATE: 10/10/2024

SUBJECT: Growth Initiatives Update

MEETING & DATE: Committee of the Whole - 10/21/2024

I respectfully request the opportunity to provide a presentation at the October 21, 2024, Committee of the Whole meeting. The presentation will address some of the new initiatives being undertaken by Administration to further Council's growth pillar within the Strategic Plan.



COMMITTEE OF ADJUSTMENT

DATE: July 25, 2024

MEETING NO. 07-24

TIME: 2:00 p.m.

PLACE: Council Chambers * Electronic Participation using MS teams.

Andreas Petersen, Chair
Normand Roy, Member
Jodi Corbett, Member
Matthew Pascuzzo, Member

Adam Crago, Planner II
*Shannon Labelle, Acting Senior Planner
Fiona Buchan, Secretary-Treasurer
Jillian Fazio, Senior Planner
Decio Lopes, Supervisor
Zachary Mezzatesta, Assistant
Secretary-Treasurer
*Ryan Furtado, Engineering Department
Penny Turner, Development Services
Clerk – Minute Recorder

ABSENT: Member Rizzuto and Member Phillips provided regrets.

Chair Petersen outlined the procedure which the Committee would follow in dealing with applications, and then called for a poll of Disclosures of Interest. The Secretary Treasurer polled the Committee Members.

DISCLOSURE OF INTEREST: Members had no conflicts.

CONFIRMATION OF AGENDA: Moved by Member Corbett, Seconded by Member Pascuzzo. The majority of the members voted in favour of the Approval of the Agenda and therefore it was approved.

APPROVAL OF MINUTES: Minutes from June 25, 2024, were circulated to the Members prior to the meeting. Moved by Member Corbett to approve the minutes as presented and seconded by Member Pascuzzo. The majority voted in favour of the Minutes and therefore, it was approved.

APPLICATIONS

1. Application No.: **A-41-2024** Mark Kasper
512 Edward Street North

The Secretary-Treasurer provided an overview of the Minor Variance Application. Minor Variance application to increase the maximum Gross Floor Area (GFA) from 100m² to 111.5m². To increase the maximum wall height from 3.2 to 4.3m and increase the maximum height from 4.6m to 5.9m.

Applicant Mark Kasper participated in person, and confirmed the sign was posted. The applicant summarized that his application was to build a bigger garage.

COMMENTS:

The Secretary-Treasurer read correspondence noting that Tbaytel, Realty Services, Parks and Open Spaces, Engineering and Synergy North had no comments or

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concerns. Building Services commented to ensure the clearance from above ground electrical conductors complies with building codes.

Planner Crago presented Planning Comments, confirming that the four tests were met, the application is consistent with the Provincial Policy Statement and does not conflict with Growth Plan for Northern Ontario, the Official Plan or Zoning By-Law. Planning Services supports the application as presented.

Members had no questions.

Chair Petersen called for a vote on the approval of the application. All members were in favour. The majority of members have supported the approval of the application, and therefore the application was approved.

2. Application No. **A-42-2024** Cheadles LLP (Cody Fraser)
Carson Blackwood (Agent for Cody Fraser)
646 Hewitson Street

The Secretary-Treasurer provided an overview of the Minor Variance.
The Minor Variance application to reduce the minimum lot frontage from 20m to 14.38m.

The application was represented by Carson Blackwood from Cheadles LLP representing Apple Hewitson Holding Incorporated, he confirmed that the sign was posted.

COMMENTS:

The Secretary-Treasurer read the correspondence, Tbaytel, Building Services, Synergy North, Realty Services, Parks and Open Spaces and Engineering all had no comments or concerns.

Planner Fazio presented Planning Comments, confirming that the four tests were met, the application is consistent with the Provincial Policy Statement and does not conflict with the Growth Plan for Northern Ontario, the Official Plan or the Zoning By-Law. Planning Services supports the application as presented.

Members had no questions.

Chair Petersen called for a vote on the approval of the application. All members were in favour. The majority of members have supported the approval of the application and therefore the application was approved.

3. Application No. **A-45-2024** Richardo Velasquiz
370 Archibald Street North

The Secretary-Treasurer provided an overview of the Minor Variance.
Minor Variance application to increase the maximum height for an accessory building from 4.6m to 6.94m.

The applicant Richardo Velasquiz confirmed the signs were posted.

COMMENTS:

The Secretary-Treasurer read the correspondence, Tbaytel, Synergy North, Realty Services, Parks and Open Spaces, and Engineering all had no comments or concerns. Building Services commented to ensure that clearance from above ground electrical conductors complies with building codes.

Planner Labelle presented Planning Comments, confirming that the four tests were met, the application is consistent with Provincial Policy Statement and does not conflict with the Growth Plan for Northern Ontario, the Official Plan or the Zoning By-Law. Planning Services supports the application as presented.

Members had no questions.

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Chair Petersen called for a vote. All members were all in favour. The majority of members have supported the approval of the application and therefore the application was approved.

4. Application No. **A-48-2024**

Dale Gregory
2028 Donald Street East

The Secretary-Treasurer provided an overview of the Minor Variance. Minor Variance application to increase the maximum height for an accessory building from 4.6m to 5.5m and to increase the wall height from 3.2m to 3.9m.

The applicant Dale Gregory confirmed that the signs had been posted.

COMMENTS:

The Secretary-Treasurer read the correspondence, TbayTel, Synergy North, Realty Services, Parks and Open Spaces, and Engineering all had no comments or concerns. Building Services commented to ensure clearance from above ground electrical conductors complies with building codes.

The Secretary-Treasurer summarized seven emails from abutting neighbours and four phone calls with the same concerns of noise, traffic, fire hazards, building's overall height, road damage, economic decline status of the neighbourhood, environmental pollution, illegal home business, and children's safety.

Planner Crago presented Planning Comments, confirming that the four tests were met, the application is consistent with the Provincial Policy Statement, does not conflict with the Growth Plan for Northern Ontario, the Official Plan and Zoning By-Law. Planning Services supports the application as presented. Planner Crago also stated that industrial uses, motor vehicle mechanical services and body repairs are prohibited as home businesses on the subject property.

Member Corbett asked Planning Services if there had been any refused garages in the past and who looks into this and has concerns about building on the lot line for compliance issues. Planner Crago responded they were not aware of any refusals in the past and the lot line eaves and walls were all in compliance.

Member Corbett asked the applicant his plans for his garage, and did he have a safety plan in place. The applicant responded his garage was for personal use, and everything meets building codes standards and fire safety standards and polluting was illegal, only difference is height.

Chair Petersen asked about the height and a permit refusal. The applicant clarified he was aware of a permit refusal for a property at the end of his street, but he personally has not been refused a permit. He chose this height to accommodate his choice of construction method and building materials for his garage.

Chair Petersen called for a vote. All members were all in favour. The majority of members have supported the approval of the application and therefore the application was approved.

5. Application No.: **A-43-2024**

John Winter
1485 John Street Road

The Secretary-Treasurer provided an overview of the Minor Variance application and requested variances as follows: Decrease the minimum lot area from 4,173m² to 2,855m² for the retained parcel, and to decrease the minimum lot frontage from 64.9m to 44.2m for the retained parcel. To increase the maximum Gross Floor Area (GFA) from 180m² to 560m² for the retained parcel. Decrease the front setback from a minimum of 6m to 3.9m for the retained parcel.

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The applicant John Winter confirmed the signs had been posted. The applicant did not have any additional comments.

COMMENTS:

The Secretary-Treasurer read the correspondence, TbayTel, Building Services, Realty Services, Parks and Open Spaces, Engineering, and Synergy North, all had no comments or concerns.

Senior Planner Fazio presented the Planning Comments, confirming that the four tests were met, the application is consistent with the Provincial Policy Statement and does not conflict with the Growth Plan for Northern Ontario, the Official Plan or the Zoning By-Law. Planning Services supports approval of the application as presented.

Abutting neighbour summarized his concerns of the application property being lower than road level from neighbouring properties which would possibly have drainage and flooding issues and asked what type of easements would be built for the drainage issues. Chair Petersen stated that these issues would be addressed on the next application and would he like to come back to clarify when engineering speaks of these issues and speaker agreed.

Chair Petersen asked to Planning Services about the setbacks for Woodcrest Street and the width and entry for the back lands. Planner Fazio responded there are no plans yet for widening Woodcrest Street. The setbacks are standard width. Planning has no concerns.

Chair Petersen called for a vote on the approval the application. All members were in favour. The majority of members have supported the approval of the application and therefore the application was approved.

6. Application No.: **B- 44-2024**

John Winter
1485 John Street Road

The Secretary-Treasurer provided an overview of the Minor Variance application and requested variances as follows: To create one new parcel of land with lot frontage of 20.4m, lot depth of 64.6m and lot area of 1,317m². The retained lot would have lot frontage of 44.2m, lot depth of 64.6m and lot area of 2,855m².

The applicant John Winter confirmed the sign was posted.

COMMENTS:

The Secretary-Treasurer read the correspondence, Tbaytel, Building Services, Realty Services, and Hydro One had no comments.

Synergy North requires a 3m easement along the north and west street fronts and the east side would require an easement due to Synergy North's infrastructure to service 706 Woodcrest Road.

Parks and Open Spaces commented there would be a 5% Parkland Dedication in the form of Cash and Lieu as severance creates a new buildable lot, the street tree fee (not required at this time) will be included in the Deferred Services Agreement with Engineering and the retained lot will be under Site Control Plan.

Engineering Comments were presented by Engineer Furtado, the applicant is required to enter into an Agreement with the City for deferred payments for future urban improvements on right of way lands. Submit a lot grading and drainage plan and construct drainage facilities and dedicate easements, submit a Site Servicing Plan, deed a 2m strip of land to the Municipality and enter a Development Services Agreement with the City and a deferred services payment of \$43,282.

Planning Comments were presented by Planner Fazio, the application supports the creation of one new parcel and one retained. The application meets the provisions of the Provincial Policy Statement and the Official Plan. Planning Services recommends approval of this application with the following conditions: the approval of application A-

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43-2024, the applicant will need to submit to the Secretary-Treasurer a proper legal description of the land to be severed, payment for parkland fees for the severed lot, and the retained parcel is to be designed as an area of Site Control Plan.

Chair Petersen asks the previous speaker (objector) if he would like to speak to his concerns and the speaker declines.

Member Roy asked Engineering about the historical practice of the 2m deeded to the City for roads as land dedication, confirming it is still being continued? Engineer Furtado responded it is through Consents it is taken to meet the right of way widths through the Official Plan and Transportation Master Plan.

Chair Petersen asked Engineering about the future costs for the applicant. Engineer Furtado responded costs will be discussed with applicant for services. Chair Petersen asked what the future plans for Woodcrest Road are concerning right of way widths and traffic flow. Engineer Furtado responded there are no plans to widen the road as it meets the requirements for right of way at this time.

Chair Petersen asked the applicant to clarify his lot grading and drainage plans. Cory Stetchyson, Architect responded on behalf of the applicant. The Applicant consulted with civil and environmental engineers, plan on doing lot grading, site drainage design to meet the Site Plan Control requirements, build small retaining walls and easements, and use the parking lot and driveway to aid with drainage as they step down towards the rear of the property.

The Secretary Treasurer read the conditions. The applicant understands and agrees to the conditions.

Chair Petersen called for a vote on the approval of the application. All members were in favour. The majority of members have supported the approval of the application and therefore the application was approved.

7. Application No. **B-47-2024**

Garat Ahola
2490 Broadway Avenue

The Secretary-Treasurer provided an overview of the Minor Variance application and requested variances as follows:

To increase the lot frontage 9m and lot frontage as set forth in the application and severance to facilitate a lot addition from 2490 would be added to 2486 Broadway Avenue by 9m.

The applicant Garat Ahola confirmed the sign was posted. The applicant did not have any additional comments.

COMMENTS:

The Secretary-Treasurer read the correspondence, Tbaytel, Realty Services, Building Services, Parks and Open Spaces, and Hydro One all had no concerns or objections.

Synergy North commented primary overhead services for 2484 Broadway Avenue must not reside on the severed portion if it does then an easement is required.

Engineer Furtado presented Engineering Comments for 2486 and 2490 Broadway Avenue, these conditions are to locate the existing water service connection and have the location reviewed and if necessary, the approval of cross private service easements.

Planner Crago presented the Planning Comments and recommends the approval of the application as it is consistent with the Provincial Policy Statement, does not conflict with the Growth Plan for Northern Ontario, the Official Plan, and Zoning By-Law. Planning Services supports the application for approval with the following conditions:

The applicant shall submit to the Secretary-Treasurer a proper legal description of any easements and the lands to be severed including confirmation of the lot frontage, lot depth, lot area of the surveyed parcel, prepared by an Ontario Land Surveyor. That the

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parcel to be severed is conveyed to the registered owner of Lot 24 Part 1 and registered in the same name and interest and that section 50 (3) of the Planning Act R.S.O. 1990 shall apply to all subsequent conveyances and transactions.

Member Corbett asks Planning Services what is meant by Condition number two? Planner Crago responded the portion being added is registered in the same name and interest and is conveyed to that abutting.

Member Corbett asked the applicant who currently owns the property. The applicant responded that it is owned by someone else which he intends to purchase.

The Secretary-Treasurer read the conditions. The applicant understands and agrees to the conditions.

Chair Petersen called for a vote on the approval of the application. All members were in favour. The majority of members have supported the approval of the application and therefore the application was approved.

8. Application No. **B-46-2024**

Sally Colquhoun
278 Camelot Street/15 Royston Court

The Secretary-Treasurer provided an overview of the Consent application. The Consent application is to create one new parcel of land and to establish any easements as may be required for servicing as set forth in the application.

The applicant Sally Colquhoun, representing Lakeview Presbyterian Church, she confirmed the sign was posted.

COMMENTS:

The Secretary-Treasurer read the correspondence, Tbaytel, Realty Services, Building Services, Engineering, and Hydro One all had no comments or concerns. Parks and Open Spaces request that it be placed as Site Plan Control. Synergy North request a 3m easement along the street front.

Planner Crago presented the Planning Comments, the application is consistent with the Provincial Policy Statement, does not conflict with the Growth Plan for Northern Ontario, the Official Plan or the Zoning By-Law. Planning Services supports the applications for approval with the following conditions:

The applicant submits to the Secretary-Treasurer a proper legal description of the lands to be severed prepared by an Ontario Land Surveyor and subject property be designated as an area of Site Plan Control.

Members had no questions.

The Secretary- Treasurer read the conditions. The applicant received clarification from Planning Services about Site Plan Control and understood and agreed to conditions.

Chair Petersen called for a vote on the approval of the application. All members were in favour. The majority of members have supported the approval of the application and therefore the application was approved.

OLD BUSINESS

No old business.

NEW BUSINESS

Chair Petersen requested bringing Condition two from Application B-47-2024 as a topic for discussion. The Secretary-Treasurer read the Condition and suggested it be used as a training session topic in January.

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ADJOURNMENT

The meeting was adjourned at 3:55pm.

CHAIR

SECRETARY-TREASURER

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COMMITTEE OF ADJUSTMENT

DATE: August 29, 2024

MEETING NO. 08-24

TIME: 2:00 p.m.

PLACE: Council Chambers * Electronic Participation using MS teams.

Andreas Petersen, Chair
Normand Roy, Member
Jodi Corbett, Member
Matthew Pascuzzo, Member
Brian Phillips, Member
Tyler Rizzuto, Member

Adam Crago, Planner II
Shannon Labelle, Acting Senior Planner
Fiona Buchan, Secretary-Treasurer
Decio Lopes, Supervisor
*Ryan Furtado, Engineering Department
Penny Turner, Minute Recorder

ABSENT: none

Chair Petersen outlined the procedure which the Committee would follow in dealing with applications, and then called for a poll of Disclosures of Interest. The Secretary Treasurer polled the Committee Members.

DISCLOSURE OF INTEREST: Chair Petersen A-50-2023 and B-49-2024 for business dealings, Member Rizzuto B-49-2024 for business dealings.

CONFIRMATION OF AGENDA: Moved by Member Roy, Seconded by Member Corbett. The majority of the members voted in favour of the Approval of the Agenda and therefore it was approved.

APPLICATIONS

1. Application No.: **A-50-2024** Amanda Trevisanutto
1466 Goods Road

Chair Petersen left the room due to a conflict, Member Pascuzzo took over as Chair.

The Secretary-Treasurer provided an overview of the Minor Variance Application. The Minor Variance application is to increase the maximum Gross Floor Area (GFA) of all accessory buildings and roofed structures from 100m² to 171m², to increase the

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maximum wall height from 3.2m to 4.2m and to increase the maximum height from 4.6m to 6.5m.

Applicant Amanda Trevisanutto confirmed the sign was posted. The applicant summarized there was lots of property and no objections to the views.

COMMENTS:

The Secretary-Treasurer read correspondence noting that Tbaytel, Realty Services, Building Services, Parks and Open Spaces, Engineering, MTO, and LRCA had no comments or concerns. One abutting neighbour had no concerns.

Planner Crago presented Planning Comments, confirming that the four tests were met, the application is consistent with the Provincial Policy Statement and does not conflict with Growth Plan for Northern Ontario, the Official Plan or Zoning By-Law. Planning Services supports the application as presented.

Members had no questions.

Chair Petersen called for a vote on the approval of the application. All members were in favour. The majority of members have supported the approval of the application, and therefore the application was approved.

Chair Petersen returned to Chair the hearing.

2. Application No. **A-54-2024**

Michael Harrow
624 Andrew Street

The Secretary-Treasurer provided an overview of the Minor Variance.

The Minor Variance application to decrease the lot frontage from 10m to 9.15m for the severed lot and reduce the interior side set back on the east side from 3m to 1.57m for the retained lot.

The applicant Michael Harrow confirmed that the sign was posted. The applicant did not have any additional comments.

COMMENTS:

The Secretary-Treasurer read the correspondence, Tbaytel, Building Services, Synergy North, Realty Services, MTO, and Parks and Open Spaces and Engineering all had no comments or concerns.

Planner Labelle presented the Planning Comments, confirming that the four tests were met, the application is consistent with the Provincial Policy Statement and does not conflict with the Growth Plan for Northern Ontario, the Official Plan or the Zoning By-Law. Planning Services supports the application as presented with the following condition: the application B-53-2024 be approved by the Committee Members.

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Members had no questions.

Chair Petersen called for a vote on the approval of the application. All members were in favour. The majority of members have supported the approval of the application and therefore the application was approved.

3. Application No. **B-53-2024**

Michael Harrow
624 Andrew Street

The Secretary-Treasurer provided an overview of the Consent application.

The application is to create one new parcel of land. The Severed Lot has lot frontage of 9.15m, lot depth of 32.92m, lot area of 301.2m². The Retained Lot has lot frontage 10.97m, lot depth of 32.92m, and lot area 361.1m².

The applicant Michael Harrow confirmed the signs were posted.

COMMENTS:

The Secretary-Treasurer read the correspondence, Tbaytel, Realty Services, Building Services, Parks and Open Spaces, and MTO all had no comments or concerns. Synergy North requires a 3m easements along the street fronts, only one service per property and they dictate the site of the transformer. Enbridge has lines in the area that maybe relocated due to the severance at the cost to the applicant. Services are to be arranged when there is development on the severed lot.

Engineering Comments presented by Engineer Furtado, Engineering supported the application as presented with the following conditions: the applicant submit an updated lot grading and drainage plan, create drainage facilities and dedicate easements to the satisfaction of the Engineering and Operations Division.

Planner Labelle presented the Planning Comments, confirming that the four tests were met, the application is consistent with Provincial Policy Statement and does not conflict with the Growth Plan for Northern Ontario, the Official Plan or the Zoning By-Law. Planning Services supports the application as presented with the following conditions:

- The Committee Members approve application A-54-2024.
- The applicant submit to the Secretary-Treasurer a proper legal description of land to be severed, including lot frontage, lot depth, lot area prepared by an Ontario Land Surveyor.
- Parcel to be severed is conveyed to Part Lot 228 Lot 255 and registered in the same name and interest and that section 50(3) of the Planning Act R.S.O. 1990 shall apply to all subsequent conveyances and transactions.
- Satisfactory evidence from a solicitor identifying the form of registration to which the severed parcel is to be conveyed.

Members had no questions.

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The Secretary-Treasurer read the conditions. The applicant understood and agreed to the conditions.

Chair Petersen called for a vote. All members were all in favour. The majority of members have supported the approval of the application and therefore the application was approved.

4. Application No. **B-51-2024**

Terttu Rizzu, Angelo Rizzu
1372 John Street Road

The Secretary-Treasurer provided an overview of the Consent application

The application is to create three new parcels of land. Severed Lot 1 has lot frontage of 18.5m, lot depth of 37m and lot area of 684.5m². Severed Lot 2 has lot frontage 15.5m, lot depth 37m, lot area 573.5m². Severed Lot 3 has lot frontage of 16m, lot depth 37m, and lot area of 592m². The retained lot has lot frontage of 20m, lot depth of 186m and lot area of 11170m².

The applicants Terttu Rizzo and Angelo Rizzo confirmed that the signs had been posted.

COMMENTS:

The Secretary-Treasurer read the correspondence,

- TbayTel, Realty Services, Building Services, and MTO all had no comments or concerns.
- Parks and Open Spaces require the Parkland fee in the form of 5% cash and lieu Parkland dedication for three new buildable lots.
- Synergy North requires 3m easements along the street fronts, only one service per property and they dictate the site of the transformer.
- Enbridge has lines in the area that may need to be relocated due to the severance at the cost to the applicant, and services are to be set up by the applicant.

Engineering comments were presented by Engineer Furtado, Engineering supports the application as presented with the following conditions:

- the applicant submit an updated lot grading and drainage plan, create drainage facilities and dedicate easements for the severed and retained lands to the satisfaction of the Engineering and Operations Division.
- the applicant shall deed an approximate 2m strip, at no charge, to the Municipality, exact depth to be determined by legal survey along the John Street Road frontage for future road widening
- the solicitor for the applicant is to certify prior to the transfer registration that the title to these lands is free and clear of all encumbrances and the municipality has good and marketable title to the satisfaction of the Realty Services Division.

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- The applicant will enter into a Development Agreement with the City for the provision of deferred services payment of approximate \$33,500 for the subject lands. The applicant shall apply for an entrance permit and construct a new driveway for the retained lot at the satisfaction of the Engineering and Operation Division.

Planner Crago presented Planning Comments, confirming that the four tests were met, the application is consistent with the Provincial Policy Statement, does not conflict with the Growth Plan for Northern Ontario, the Official Plan and Zoning By-Law. Planning Services supports the application as presented with the following conditions:

- that application A-52-2024 was approved by the Committee Members.
- The applicant submit to the Secretary-Treasurer a proper legal description of the lands to be severed including confirmation of the lot frontage, lot depth and lot area of the surveyed parcels and easements prepared by an Ontario Land Surveyor.
- the Parkland fee required payment is made pursuant to subsections 51.1 (1) and 51.1 (3) of the Planning Act (Section 51) R.S.O. 1990 for the lot to be severed.
- a 3m easement along east lot line of severed lot 2 and west lot line of Severed Lot 3 is dedicated to the City at no charge to the satisfaction of the Planning Services Division.
- the applicant obtain approval from the Thunder Bay District Health Unit that the minimum distance requirements are maintained from the current septic system to the proposed lot lines.

Chair Petersen asked Planning about the need for the 3m easements on the east and west lot lines. Planner Crago responded the requested easements were to ensure proper setback for homes built in the future when and if future roads are developed in the area.

The Secretary-Treasurer read the conditions. The applicant understood and agreed to the conditions.

Chair Petersen called for a vote. All members were all in favour. The majority of members have supported the approval of the application and therefore the application was approved.

5. Application No.: **A-52-2024**

Terttu Rizzo, Angelo Rizzo
1372 John Street Road

The Secretary-Treasurer provided an overview of the Minor Variance application as follows: To reduce the lot frontage from 70m to 20m and to reduce the area from 12,921.9m to 10,383.8m.

The applicants Terttu Rizzo and Angelo Rizzo confirmed the signs had been posted.

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COMMENTS:

The Secretary-Treasurer read the correspondence, TbayTel, Building Services, Realty Services, Parks and Open Spaces, Engineering, MTO, and Synergy North, all had no comments or concerns.

Planner Crago presented the Planning Comments, confirming that the four tests were met, the application is consistent with the Provincial Policy Statement and does not conflict with the Growth Plan for Northern Ontario, the Official Plan or the Zoning By-Law. Planning Services supports approval of the application as presented with the following condition that application B-51-2024 be approved.

No questions from Members.

The Secretary-Treasurer read the conditions. The applicant understood and agreed to the conditions.

Chair Petersen called for a vote on the approval the application. All members were in favour. The majority of members have supported the approval of the application and therefore the application was approved.

Chair Petersen and Member Rizzuto left the room due to conflicts with application B-49-2024. Member Pascuzzo took over as Chair.

6. Application No.: **B- 49-2024**

BK4 Developments Ltd. (Bradley McKinnon)
1655 Mountain Road

The Secretary-Treasurer provided an overview of the application to consent to sever as follows: To create one new parcel of land. The Severed Lot has lot frontage of 120.4m, lot depth of 180.5m and lot area of 3.3 ha (hectares). The Retained Lot has lot frontage of 197.4m, irregular lot depth and lot area of 31.2 ha.

The applicant Bradley McKinnon, President of BK4 Developments Ltd. confirmed the signs were posted.

COMMENTS:

The Secretary-Treasurer read the correspondence,

- Tbaytel, Building Services, Realty Services, and MTO had no comments.
- Synergy North requires a 3m easements along the street fronts, one service per property, and dictate the location of the transformer.
- Parks and Open Spaces commented the Parkland fee would be in the form of 5% cash-in-lieu.
- Enbridge commented there are no lines in the area.
- LRCA commented they did a site visit in May 2024 and issued a driveway permit in June 2024 and have reviewed the application and have no further objections.

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The Secretary-Treasurer summarized thirteen emails and four phone calls from abutting neighbours with the following concerns:

- zoning amendments,
- scheduling of Committee of Adjustment Hearings times
- traffic flow
- flooding
- septic systems
- high run off tables
- clay soil
- water shed, environmental protection
- road conditions,
- trees being cut, wild life
- drainage run off
- future severances on property
- public health
- hazard land due to flooding.

City Engineer Furtado supports the application as presented with the following conditions:

- the applicant submit an updated lot grading and drainage plan for the severed and retained properties, construct drainage facilities and dedicate easements as required to the satisfaction of the Engineering and Operations Division.
- the applicant shall comply with the Engineering Division development requirements for the onsite subsurface sewage treatment facilities and enter into the necessary Notification Agreement with the City.

Planner Labelle presented the Planning Comments, confirming that the four tests were met, the application is consistent with the Provincial Policy Statement, does not conflict with the Growth Plan for Northern Ontario, the Official Plan or the Zoning By-Law.

Planning Services recommends approval of this application with the following conditions:

- the applicant submit to the Secretary-Treasurer a proper legal description of the land to be severed including confirmation of lot frontage, lot depth and lot area of the surveyed parcel by an Ontario Land Surveyor. P
- payment for parkland fees to Realty Services or land dedicated to the satisfaction of Parks and Open Spaces Section pursuant to subsection 51.1 (1) and 51.1 (3) of Section 51 of the Planning Act R.S.O. 1990 for the Severed Lot.
- The applicant establishes an additional 25-30m buffer zone as Environmental Protection (EP) to the existing boundary of the “EP” Zone in the Southeast corner on the Severed and Retained Lot through a Zoning By-law Amendment application to Council.
- The applicant completes a Stage 2 Archaeological Assessment by a licensed Archaeologist under the Ontario Heritage Act and any further stages as required until it has been determined that no further stages are warranted, and/or

appropriate measures have been implemented to protect identified resources to the satisfaction of Planning and in accordance with Provincial guidelines.

There were three opposing speakers with the summarized following concerns:

- a street not being referred to on map
- posted sign was difficult to read from roadway
- Committee of Adjustment Hearing was held at inconvenient time
- what types of homes/ buildings are going to be built
- property line disputes, types of service issues
- gravel driveway
- rezoning issue
- results of studies made available to public
- flooding potential of driveway near stream
- community needing more time to respond to information received from Hearing to appeal
- is there a survey on file
- road conditions
- who is the developer.

Member Corbett asks why the need for the second septic field. Engineering responded that septic fields are governed by the Thunder Bay District Health Unit. Lot size exceeds provincial guidelines as it is over one hectare, no additional studies are required. Health Unit will confirm no other concerns. Member Corbett asks was there a hydro geological assessment done. Planning responded no hydro geological study was done as the property is over one hectare. Member Corbett asks how a property gets deemed hazardous lands. Planning responded the condition of the extra 25-30m EP lands was added and called Environmental Protection is the same function. Member Corbett asked what types of building would be allowed to be built in the future and would they need another hearing. Planning responded a single detached dwelling could take place currently and up to three homes is supported on the land, but no apartments are permitted.

Member Roy asked how far from the road were the signs posted. The applicant responded the signs were posted approximately 20 to 25 feet from the lot line on his property from the road and the no trespass signs were behind them. Member Roy asked Planning when a sign is far from the public eye what can be done. Planner Labelle responded she conducted a site visit; the sign was visible and it was in best possible placement due to topography for the area and sign placement did follow the Planning Act. Member Roy asked if the sign can be placed on city property or on the road. Planner Labelle responded it must be placed on the applicant's property. Applicant responded when he posted the sign, he took photos and sent them in as he was asked to do and assumed that if there were issues, he would have been notified. Member Corbett commented she also did a site visit and had no issues in reading the sign from her vehicle.

Member Roy asked for clarification if this application was part of a rezoning application. Planner Labelle responded there is a rezoning amendment for a subdivision and notices

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have been sent to the community. Member Roy asked the applicant what his plans are for the property. The applicant responded he plans to build a single detached dwelling, has a permit for a driveway and received a permit for the septic system and has done a test hole with permission from the Thunder Bay District Health Unit.

Acting Chair Pascuzzo confirmed with the Secretary-Treasurer that a survey was sent out with the notices for the community in May 2024 along with contact information. Acting Chair Pascuzzo asks Planning what studies have been completed. Planner Labelle responded an Environmental Impact study and stage one Archaeological assessment. Acting Chair Pascuzzo asked Planning what is allowed in the EP zone. Planner Labelle responded a permit is required to build any accessory buildings from Lakehead Region Conservation Authority, water related usage, and no human habitation.

Acting Chair Pascuzzo asked Planning where someone might find access to information on previous severances on this property. Planning responded that the information is available online. Acting Chair Pascuzzo asked after this severance is approved, how many more could be allowed. Planning responded the applicant may possibly do one more, they are not unlimited.

Applicant makes a clarification about the survey; it was completed in 2022. It needs to be included as part of the conditions and the sketch is the for the severed parcel.

Member Corbett asks if there is a process for complaints. Acting Chair Pascuzzo suggests that communication with Planning, but the applicant and speaker have some civil issues to discuss. Member Corbett asked if there are timelines to which to complete construction. Planning responded to refer to different Acts such as Fishery Act, Migratory Bird Convention Act, Fish and Wildlife Conservation Act, and Conservation Authority, and tree cutting cannot be done between April and September which may help with these concerns.

Acting Chair Pascuzzo called for a vote on the approval of the application. All members were in favour. The majority of members have supported the approval of the application and therefore the application was approved.

Chair Petersen returned to Chair the hearing.

OLD BUSINESS - none

NEW BUSINESS

Member Roy would like when the applicant is a corporation the name of the signing officers added to agenda for members to see if they have conflicts. The Secretary-Treasurer noted she would add this to the agenda going forward.

ADJOURNMENT

The meeting was adjourned at 3:43pm.

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CHAIR

SECRETARY-TREASURER



August LRCA Board Meeting Minutes
Lakehead Region Conservation Authority
August 28, 2024 at 4:30 PM
130 Conservation Road/Microsoft Teams

Members Present: Grant Arnold, Robert Beatty, Donna Blunt, Rudy Buitenhuis, Sheelagh Hendrick, Brian Kurikka

Members Absent: Albert Aiello, Dan Calvert, Greg Johnsen

Members Present Virtually: Trevor Giertuga, Jim Vezina

Also Present:

Tammy Cook, Chief Administrative Officer

Mark Ambrose, Finance Officer

Ryne Gilliam, Lands Manager

Ryan Mackett, Communications Manager

Melanie O'Riley, Administrative Clerk/Receptionist, recorder of Minutes

1. CALL TO ORDER

The Chair called the meeting to order at 4:30 p.m.

2. ADOPTION OF AGENDA

THAT: the Agenda be adopted as published.

Motion: #80/24

Motion moved by Sheelagh Hendrick and motion seconded by Brian Kurikka. **CARRIED.**

3. DISCLOSURE OF INTEREST

None.

4. MINUTES OF PREVIOUS MEETING

THAT: the amended Minutes of the Lakehead Region Conservation Authority Fifth Regular Meeting held on Wednesday, May 29, 2024 be adopted as published.

Motion: #81/24

Motion moved by Rudy Buitenhuis an motion seconded by Sheelagh Hendrick. **CARRIED.**

THAT: the Minutes of the Lakehead Region Conservation Authority Sixth Regular Meeting held on June 27, 2024 be adopted as published.

Motion: #82/24

Motion moved by Sheelagh Hendrick and motion seconded by Grant Arnold. **CARRIED.**

5. IN-CAMERA AGENDA

THAT: we now go into Committee of the Whole (In-Camera) at 4:34 p.m.

Motion: #83/24

Motion moved by Brian Kurikka and motion seconded by Sheelagh Hendrick. **CARRIED.**

THAT: we go into Open Meeting at 4:45 p.m.

Motion: #84/24

Motion moved by Brian Kurikka and motion seconded by Rudy Buitenhuis. **CARRIED.**

THAT: the In-Camera Minutes of the Lakehead Region Conservation Authority April 24, 2024 meeting be adopted as published.

Motion: #85/24

Motion moved by Robert Beatty and motion seconded by Brian Kurikka. **CARRIED.**

THAT: Staff Report LM-04-2024 be received AND FURTHER THAT the LRCA decline the potential land donation in the Township of O'Connor.

Motion: #86/24

Motion moved by Rudy Buitenhuis and motion seconded by Robert Beatty. **CARRIED.**

6. BUSINESS ARISING FROM PREVIOUS MINUTES

None.

7. CORRESPONDENCE

None.

8. STAFF REPORTS

8.1. Silver Harbour Disc Golf Course

Members reviewed and discussed Staff Report CONAREA-02-2024 related to a partnership with Superior North Disc Golf to install an 18-hole Disk Golf Course at Silver Harbour Conservation Area.

***THAT:** Staff Report CONAREA-02-2024 be received **AND FURTHER THAT** an 18-hole Disk Golf Course be installed at Silver Harbour Conservation Area in partnership with Superior North Disc Golf.*

Motion: #87/24

Motion moved by Rudy Buitenhuis and motion seconded by Brian Kurikka. **CARRIED.**

8.2. Silver Harbour Dive Park - Mermaid Statue Installation

Members reviewed and discussed Staff Report CONAREA-03-2024 related to the installation of Luc Dupres' Mermaid Statues at Silver Harbour Dive Park.

***THAT:** Staff Report CONAREA-03-2024 be received **AND FURTHER THAT** the installation of Luc Dupres' donated Mermaid Statues at the Silver Harbour Dive Park be approved.*

Motion: #88/24

Motion moved by Robert Beatty an motion seconded by Rudy Buitenhuis. **CARRIED.**

8.3. Contract Award for the Mills Block Re-Development Project, Contract Administration

Members reviewed and discussed Staff Report CONAREA-04-2024 related to awarding the contract to undertake the design and contract administration for the Mills Block Conservation Area Re-Development Project to JML Engineering Ltd.

THAT: the Contract for Mills Block Conservation Area Re-Development Project for design and contract administration be awarded to JML Engineering Ltd., for a cost of \$29,400.00 not including HST as outlined in their proposal dated August 26, 2024 **AND FURTHER THAT** funds will be appropriated from the Conservation Areas Capital Reserve.

Motion: #89/24

Motion moved by Brian Kurikka and motion seconded by Rudy Buitenhuis. **CARRIED.**

8.4. Contract Award for Boulevard Wetland Project

Members reviewed and discussed Staff Report STEW-02-2024 related to awarding the contract to Serafini General Contracting for the construction of Wetland and Low Impact Development at Boulevard Lake funded by the Ministry of Environment, Conservation and Parks and the City of Thunder Bay.

THAT: the Contract for Construction of Wetland and Low Impact Development at Boulevard Lake be awarded to Serafini General Contracting at a cost of \$80,000 not including HST **AND FURTHER THAT** this will be paid for by the Ministry of Environment, Conservation and Parks and the City of Thunder Bay.

Motion: #90/24

Motion moved by Rudy Buitenhuis and motion seconded by Brian Kurikka. **CARRIED.**

9. CHIEF ADMINISTRATIVE OFFICER'S REPORT

9.1. Monthly Treasurer's Report

Members were provided with the monthly Treasurer's Report for June and July's Administration and Capital.

9.2. 2025 Draft Budget

Members reviewed and discussed Staff Report FIN-10-2024 related to approving the 2025 Draft LRCA Budget for consultation purposes. As outlined in O. Reg 402/22 the Budget approval process includes a consultation process with the Member Municipalities. It was noted that after approval the Draft Budget would be forwarded to each Member Municipality and posted on the LRCA's website.

THAT: the Lakehead Region Conservation Authority approves the 2025 Draft Budget, Version 1.0, dated August 28, 2024, for consultation purposes.

Motion: #91/24

Motion moved by Rudy Buitenhuis and motion seconded by Robert Beatty. **CARRIED.**

10. PASSING OF ACCOUNTS

THAT: having examined the accounts for the period June 1, 2024 to June 30, 2024 cheque #3263 to #3298 for \$127,520.27 and preauthorized payments of \$143,788.48 for a total of \$271,308.75, we approve their payment.

Motion: #92/24

Motion moved by Rudy Buitenhuis and motion seconded by Brian Kurikka. **CARRIED.**

THAT: having examined the accounts for the period July 1, 2024 to July 31, 2024 cheque #3299 to #3317 for \$26,115.97 and preauthorized payments of \$145,381.83 for a total of \$171,497.80, we approve their payment.

Motion: #93/24

Motion moved by Sheelagh Hendrick and motion seconded by Rudy Buitenhuis. **CARRIED.**

11. REGULATORY ROLE

Members were provided with the summaries of the Plan Input Review program and Section 28 permits issued since last meeting.

12. PROJECTS UPDATE

12.1. Communications Manager Projects Update

It was noted that the Little Trout Bay Fish Derby alongside the 2024 Little Trout Day by The Bay was a success. There were twenty-five teams of two and the biggest fish caught was a 14-pound Lake Trout.

It was noted that the LRCA's 70th Anniversary Celebration Event was a huge success, it was estimated that over 500 people attended. Feedback from the public and invited exhibitors all shared positive comments about the event.

It was noted that LRCA staff participated in the Thunder Bay Art Gallery Garden Tour. Staff acted as ambassadors of the Authority at the Hope and Memory Garden which is located on LRCA owned land.

12.2. Lands Manager Projects Update

It was noted that LRCA staff completed a 60-meter-long boardwalk off the orange trail that provides access to a Low Shrub Fen Wetland at Hazelwood Lake Conservation Area.

It was noted that LRCA staff constructed and installed steps at the shoreline of Mission Island Marsh Conservation Area allowing easier access to Lake Superior. The access is primarily used by the kite surfing community.

12.3. Watershed Manager Projects Update

It was noted that Lake Superior water levels remain near average for July.

It was noted that the Source Water Protection 2024-2027 transfer payment agreement for the drinking water source protection program was finalized by the Ministry of Environment, Conservation and Parks (MECP) Source Protection Branch.

It was noted that the Drinking Water Source Protection Best Practices project was finalized. The project developed fact sheets relating to Caring for Wells and Conventional Septic Systems; Private Wells; Septic Systems, which are available on the LRCA's website.

It was noted that the LRCA was granted \$39,500 from the Invasive Species Centre's Invasive Phragmites Control Fund for continued phragmites mapping and management in the region.

It was noted that \$70,250 in funding from Environment and Climate Change Canada was confirmed. This funding is for the continued rehabilitation of riparian habitat along the Neebing-McIntyre Floodway.

13. NEW BUSINESS

Tammy Cook, CAO, informed the Board that Blue Green Algae was confirmed by the Ministry of Environment, Conservation and Parks to be present at Hazelwood Lake Conservation Area. The area was posted with signage from the Thunder Bay District Health Unit advising of the presence for a period of two weeks.

Tammy Cook, CAO, will be attending the TD Friends of the Environment Foundation Meeting in September 2024 as a new member of that Board.

14. NEXT MEETING

The next meeting will be held on September 25, 2024 at 4:30 p.m.


15. ADJOURNMENT

THAT: the time being 5:40 p.m. AND FURTHER THAT there being no further business we adjourn.

Motion: #94/24

Motion moved by Sheelagh Hendrick and motion seconded by Brian Kurikka. **CARRIED.**


Chair


Chief Administrative Officer

Corporate Report

REPORT NUMBER 361-2024-City Manager's Office-Office of the City Clerk	
DATE PREPARED	September 12, 2024
FILE	
MEETING DATE	October 21, 2024
SUBJECT	Governance Process Changes – Preliminary Review

RECOMMENDATION

WITH RESPECT to Report 361-2024-City Manager's Office-Office of the City Clerk, we recommend that the Director of Legislative Services & City Clerk be directed to continue the work associated with implementing a new governance process that modifies the Committee of the Whole structure and introduces a Standing Committee structure;

AND THAT a new procedural by-law be brought forward for approval on or before June 30, 2025 to take effect September 1, 2025;

AND THAT Item 2024-009-ADM Direction-Governance Process Changes Preliminary Review be removed from the outstanding list;

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

LINK TO STRATEGIC PLAN

The recommendations outlined in this Report align with priorities in the City's 2023-2027 Strategic Plan "Maamawe, Growing Together":

Growth

- We attract and retain new and diverse businesses and community members.
- Make it easier to access City services.

EXECUTIVE SUMMARY

This report provides an overview of governance processes used by municipalities in Ontario and recommends that the work associated with a change to the governance process for City Council be approved to move forward. A defined governance process passed by By-law is a requirement of legislation under *the Municipal Act, 2001*.

This is the first step in the process to change the way City Council makes decisions. City Council currently utilizes a Committee of the Whole model which means that all 13 elected members sit as 'Committee' and make recommendations to be approved at City Council. In many municipalities in Ontario, a Standing Committee structure is used where an assigned number of elected officials sit on defined committees that make recommendations for approval at City Council meetings.

This report outlines the benefits and challenges with this structure and provides for information about comparator municipalities for council's information. This report seeks council's approval to continue with this work and bring forward a new procedural by-law to enact this change as of September 1, 2025.

DISCUSSION

Requirement of meetings

The *Municipal Act, 2001*, (the "Act") requires that meetings of Municipal Councils are open to the public, unless otherwise closed pursuant to section 239. The location must be set out in the procedural by-law. The procedural by-law must also include the process for the calling of and proceedings associated with the meetings. There are no parameters set within the Act that define the format or structure of those open meetings. A municipal council may choose the structure that best fits their municipality's needs.

Examples of meeting structures include Committee of the Whole, Standing Committees, Advisory Committees and City Council.

Standing Committees – General

What are Standing Committees

- Standing Committees are committees of Council that are focused on a major functional area of municipal operations such as finance, planning, public works or social services.
- Generally, they are composed of fewer than the total members of Council and created entirely at Council's discretion.
- Standing Committees may exercise both executive and legislative responsibilities.
- Similar to how Committee of the Whole functions now, these committees play a crucial role in the decision-making process by reviewing proposed policies and bylaws, conducting research, and making recommendations to City Council.
- There are vast variations in their number and size and their use depends on such factors as the size of Council, the volume of business and administrative structure. Municipal comparators are outlined in the next section.
- In some municipalities, they are policy-advisory only, and do not have any responsibility for overseeing departmental operations.

- As the City of Thunder Bay has delegated oversight of operations to the City Manager through By-law 370-2024, operational matters will be managed under this authority.
- City Council retains all current responsibilities and approvals under the Act and associated by-laws for general governance.
- The Standing Committees would provide a critical oversight, stakeholder input and advisory functions.
- Standing Committees have their own established terms of reference to guide their work.

The proposed Standing Committee structure is outlined later in this report.

Advantages of Standing Committees

The establishment of a standing committee system has been a logical response to the increased workload facing municipal Councils. The use of committees allows members of Council to specialize in certain areas rather than attempting to be experts in everything. Councillors have more time to focus on specific files presented to their respective standing committee.

Smaller committees are able to investigate matters referred to them and then make specific recommendations to City Council. A smaller committee is also viewed as a better forum to provide advice and feedback to administration prior to the presentation of a report and recommendation at City Council. As a result, City Council should be able to deal with items more quickly and with more focussed debate.

Public participation is easily facilitated through the committee system. This structure has been viewed as more informal structure allowing for increased participation from citizens. A larger committee structure may seem intimidating. This structure breaks down barriers and encourages civic involvement. The smaller structure is considered a better forum for those who would like to express their views and concerns. By holding public meetings and consultations, committees can gather feedback from residents and stakeholders, ensuring that their perspectives are taken into account when making decisions that impact the community.

Workload of council has been a challenge with the number of council appointments to Advisory Committees and Local Boards in addition to work with constituents, preparation for City Council and Committee of the Whole meetings, public engagement, Ward and Townhall meetings and special events. A move to a Standing Committee structure would result in less appointments for members of council. This would allow for members of council to focus their work on specific tasks and allow for more time overall which could be dedicated to constituent work should members seek to do so.

Challenges with Standing Committees

If a municipality has too many standing committees, members of Council may become overburdened, defeating the purpose of the streamlined structure. If much of the committee discussion is re-hashed in the next Council meeting, then the time already spent by Councillors may appear to be largely wasted. Alternatively, if committee decisions are expeditiously approved by Council with limited discussion, some Councillors may be unaware of the decisions being made and the reasoning behind those decisions. There needs to be a balance.

The standing committee system can be time-consuming and resource intensive. Councillors and staff members involved in multiple committees may find themselves overwhelmed with meetings and paperwork, leaving less time for other important tasks. Additionally, the committee process can sometimes slow down decision-making, as proposals must go through multiple levels of review before being approved by the full council.

City of Thunder Bay History

Standing committees are not a new structure to the City. Following amalgamation in 1970, standing committees were utilized until approximately 1987 in addition to Committee of the Whole.

From 1970-1978 there were three (3) standing committees:

- Protection of Persons and Property
- Health and Social Services, and
- Recreation and Community Services and Planning.

The standing committees were amended in 1978 and continued until their dissolution in 1987.

- Engineering and Operations
- Community Services, and
- Community Planning and Development.

From 1987 to present day, only the Committee of the Whole structure has been used. Committee of the Whole is currently broken into sections; Infrastructure and Operations, Planning, Community Services and Administrative Services.

Municipal comparators

A review was completed of single-tier municipal comparators with a population of more than 85,000. Included in the review were Guelph, Peterborough, Kingston, London, North Bay, Greater Sudbury, Windsor, Barrie, Hamilton and Brantford.

Table 1 provides information of the four (4) municipalities that continue to use the Committee of the Whole structure. Table 2 provides information of the eight (8)

municipalities that have introduced the standing committee structure. There are also municipalities which have a hybrid structure of both Committee of the Whole and Standing Committees. Information is included in Table 3.

Table 1: Committee of the Whole

Municipality	Composition of Council	Frequency of Committee of the Whole meetings	Frequency of City Council meetings
Guelph	Mayor and 12 Councillors	Every 2 nd week	Every 2 nd week
Peterborough ¹	Mayor and 10 Councillors	Every 2 nd meeting	Every 2 nd meeting

Table 2: Standing Committees

Municipality	Composition of Council	Number of Standing Committees	Composition of Standing Committees	Frequency of Standing Committee meetings	Frequency of City Council meetings
Kingston ²	Mayor and 12 Councillors	4	6 + Mayor as ex-officio	Varies for each committee	2/month
London	Mayor and 14 Councillors	5	5 ³	2/month	2/month
North Bay	Mayor and 10 Councillors	3 ⁴	13	Weekly	2/month
Greater Sudbury	Mayor and 12 Councillors	8	Varies from 5 to 13	Varies for each committee – monthly, quarterly	2/month
Windsor	Mayor and 10 Councillors	3	5	Monthly	2/month

¹ Peterborough has two (2) standing committees for emergency purposes only.

² Kingston uses Committee of the Whole for budget and any other matters they deem necessary.

³ One of London's standing committees includes all members of Council.

⁴ All of North Bay's standing committees include all members of Council.

Table 3: Hybrid – both Committee of the Whole (General Committee) and Standing Committees

Municipality	Composition of Council	Number of Standing Committees	Composition of Standing Committees	Frequency of meetings		
				COW	SC	CC
Barrie	Mayor and 10 Councillors	4	Varies for each committee	Monthly	As required	Bi-weekly
Brantford	Mayor and 10 Councillors	3	Mayor + 5 Councillors	2/month	Monthly	Monthly
Hamilton	Mayor and 15 Councillors	6	Varies for each committee	Monthly	Monthly	1-4/month, varies per PBL

The Municipal Act, Strong Mayors

- Thunder Bay is a strong mayor city.
- The Mayor has the ability under section 284.8 to establish or dissolve committees; appoint chairs and vice-chairs of committees where the majority of members are members of Council; and to assign functions to committees.
- The Mayor may delegate this power to City Council.
- At this time the Mayor has not exercised nor delegated this power.

Standing Committee – Proposal

It is proposed that City Council should consider a new governance structure that would see it move solely from Committee of the Whole to Standing Committees and where necessary, Special Committee of the Whole. There would be requirements for Special Committee of the Whole meetings for larger scale items and Closed Session meetings. Standing Committees would meet on a 6-week cycle interspersed with Committee of the Whole (for Closed Session and Special Meetings) and City Council.

Proposed Weekly Schedule

A move to standing committees has the potential to make council more efficient in their time. The creation of Standing Committees with focus on **Growth, Finance and Administration** and **Quality of Life** are recommended. A scan of reports from administration and community matters identified that all of the relevant work in the last two years would fit into a structure that incorporates the Standing Committees recommended above. Table 4 shows the 6-week rotation of meetings. A full calendar of meetings will be presented in June 2025 with Administration’s recommendation.

Table 4: Proposed 6-week meeting rotation

Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
Standing Committee on Growth	Special Committee of the Whole (Closed Session) & City Council	Standing Committee on Finance and Administration	Special Committee of the Whole (Closed Session) & City Council	Standing Committee on Quality of Life	Special Committee of the Whole (Closed Session) & City Council

Special Committee of the Whole

There would be an ongoing need for a Special Committee of the Whole structure to be in place regardless of a move to Standing Committees. Firstly, to deal with matters of a confidential nature, defined by *the Municipal Act* under section 239. The second would be when there is a file of a significant nature that requires it to be presented to more than one standing committee. An example would be the annual budget or a large-scale development such as the Multi Use Indoor Sports Facility.

There is an advantage to bridging the gap between City Council – Public Meeting (a Public Hearing required under the Planning Act) and City Council proper. The proposed structure would allow for 2 Public Hearings a month if required which would allow administration greater opportunity to bring items forward to City Council and for associated approval under the Planning Act and as per Council’s strategic plan as it relates to growth and development of housing.

Members on Standing Committees

As noted in Table 2 & 3 within this report, standing committee structures do not have all members of council. Should City Council seek to move forward with a Standing Committee structure, the current composition would allow for 4 members of council plus the Mayor to be on each standing committee, 5 members total. This allows for equitable distribution of work.

A current review of council composition is ongoing. Should a change to the composition of City Council occur which results in less members of City Council, an effort would be made to ensure equitable distribution of work. This may result in Standing Committees with varying compositions (i.e. Two committees with 4 members, one committee with 5 members, ensuring all members are appointed to no more than 1 committee).

Current City Council Advisory Committee Structure

City Council currently has 20 advisory committees. Of those committees, four (4) are required by legislation – Accessibility Committee, Community Safety and Well Being, Audit Committee and Compliance Audit. There are also 3 local boards that require council appointed members – Thunder Bay Police Services Board, District of Thunder Bay Social Services Board and Board of Health – which means they are not optional.

Table 5: Number of advisory committees for comparator municipalities

Municipality	Number of Advisory Committees
Guelph	12
Peterborough	10
Kingston	9
London	7
North Bay	5
Greater Sudbury	9
Windsor	18
Barrie	10
Brantford	15
Hamilton	13

The average number of advisory committees for the comparator municipalities is 10. Windsor advisory committees meet quarterly. In 2023, Hamilton paused all but two (2) advisory committees to allow for a full review of their committees.

Should City Council change the governance process, Administration will also review the current advisory committee structure. Administration would make recommendations for either dissolution or a change to the Terms of Reference to support Standing Committees. There is an opportunity for some advisory committees to act in an advisory role to Standing Committees. Included in the mandate for some of the advisory committees in other municipalities is the requirement for them to report directly to a specific Standing Committee. For example, Anti Racism & Equity may remain with an updated terms of reference to act in an advisory capacity to the Standing Committee on Quality of Life. There is also potential for greater efficiency, decreasing the number of advisory committees, saves time for members of council and ensures administrative time is dedicated to ongoing work of the greatest priority for the corporation. This change would not in anyway decrease community involvement, it may provide greater opportunity for engagement outside of an advisory committee by allowing time for public engagement via open forums, focus groups and/or surveys.

Potentials for Greater Efficiency – Consent Agendas

- Most cities with standing committee structures allow for an opportunity for expansion of consent agenda which allows for information reports and other perfunctory matters to be adopted as a group.
- Currently the City of Thunder Bay uses this model in the adoption of by-laws, all by-laws are voted on together at City Council rather than singularly.
- Should a member want to extract an item from a consent agenda, this request would be received and the item discussed separately from the items included in the group.

Public Engagement and Access to Information

- The proceedings of standing committees would be broadcast as per current practice on the city's livestream, Rogers and Tbaytel public channels.
- Deputations would be heard at Standing Committees as per best practice.
- Committee structure would be evaluated, potential for dissolution and alignment with advisory teams to Standing Committees as needed.

So if City Council approves this recommendation, what's next?

- The Director of Legislative Services & City Clerk will work with the Executive Leadership Team and associated staff in the Office of the City Clerk and draft a new procedural by-law for Council's consideration.
- Consultation with Council via small focus groups would take place as part of this work.
- Review of current Advisory Committee structure and consultation with committee members.
- Review of Committee of the Whole (closed session) to determine if the planned meeting rotation is feasible.

Administration will present a first report with a draft procedural by-law for Council's consideration in Q2 2025. The aim will be to launch the new structure of meetings in September 2025, allowing for training of Council and Administration following approval in June.

In the coming months, Administration will present Council a draft calendar of meetings for January to August 2025.

FINANCIAL IMPLICATION

There are no financial implications at this time.

CONCLUSION

It is concluded that continuing the work to build a new structure for a governance process that includes Standing Committees and where necessary Special Committee of the Whole should proceed. A first report with the draft by-law would be brought forward for consideration and approval of a new procedural by-law and repeal of By-law 51/2021 would be required to enact this change.

BACKGROUND

Procedural By-law 51-2021 was adopted by City Council on August 9, 2021 and replaced By-law 128-2012, as amended, which had been in place since November 26, 2012.

Standing committees are not a new structure to the City. Following amalgamation in 1970, standing committees were utilized until approximately 1987 in addition to Committee of the Whole.

From 1987 to present day, only the Committee of the Whole structure has been used. Committee of the Whole is currently broken into sections; Infrastructure and Operations, Planning, Community Services and Administrative Services.

REFERENCE MATERIAL ATTACHED

None.

REPORT PREPARED BY

Krista Power, Director of Legislative Services & City Clerk

REPORT SIGNED AND VERIFIED BY

John Collin, City Manager

Date (10/11/2024)



Memorandum

TO: Members of Council **FILE:**

FROM: Krista Power – Director of Legislative Services & City Clerk

DATE: Thursday, October 10, 2024

SUBJECT: Governance Process Changes – Preliminary Review – Request for Presentation

MEETING & DATE: Committee of the Whole – October 21, 2024

I am requesting the opportunity to provide an overview presentation of Report 361-2024 – City Manager’s Office – Office of the City Clerk Governance Process Changes – Preliminary Review, scheduled for the Monday, October 21, 2024 Committee of the Whole meeting.

Corporate Report

REPORT NUMBER 386-2024-Infrastructure, Development & Operations-Engineering & Operations

DATE

PREPARED

September 3, 2024

FILE

MEETING DATE

October 21, 2024

SUBJECT

Chippewa Park C.W. Parker Carousel – New Building Enclosure Update

RECOMMENDATION

WITH RESPECT to Report 386-2024-Infrastructure, Development & Operations-Engineering & Operations, we recommend that up to \$234,868 from the Renew Thunder Bay Reserve Fund be used to fund the C.W. Parker Carousel Building Enclosure project;

AND THAT up to \$300,000 from the Municipal Accommodation Tax Reserve Fund be used to fund the C.W. Parker Carousel Building Enclosure project;

AND THAT any additional funding received through grants or fundraising for the C.W. Parker Carousel Building Enclosure project be used to reduce the contribution from the Renew Thunder Bay Reserve Fund;

AND THAT Administration proceed with final project planning and procurement to facilitate construction in 2025;

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

LINK TO STRATEGIC PLAN

This Report aligns with the following pillar identified in “Maamawe, Growing Together: City of Thunder Bay Strategic Plan 2023-2027.”

Safety and Well Being: Objective: Facilitate consistent accessible programming for lively community spaces.

EXECUTIVE SUMMARY

In November of 2020 Council supported a \$500,000 Heritage Canada funding application that would contribute to the costs of constructing an enclosure for the newly restored C.W. Parker Carousel. The recommendation was supported by Council, as well as a commitment of \$300,000 from the Renew Thunder Bay Reserve Fund subject to the approval of pending external funding applications.

Due to inflationary pressures the project has been unable to secure all required funds in order to proceed to construction. One of the key external Provincial funding sources for this project, tentatively approved for \$800,000, requires all project funding be secured by November 30, 2024. Administration recommends that the Renew Thunder Bay Reserve Fund and Municipal Accommodation Tax Reserve Fund be used to demonstrate full project funding at this time to secure all pending external funding sources and enable the project to proceed to construction in 2025.

DISCUSSION

At the Committee of the Whole meeting held November 23, 2020, Administration presented a memo requesting Council support a \$500,000 Heritage Canada funding application that would contribute to the costs of constructing an enclosure for the newly restored C.W. Parker Carousel, a city-owned asset and designated heritage structure. The simple, purpose-built building would protect and preserve the carousel and would be attached to the existing Chippewa Park pavilion building. The recommendation was supported by Council, and a commitment of \$300,000 from the Renew Thunder Bay Reserve Fund was approved subject to the approval of pending external funding applications. Subsequently, Heritage Canada approved \$450,000 towards the building. Also, a Provincial funding source has been tentatively approved for \$800,000.

Since the 2020 memo to Council, inflationary pressures have increased the estimated cost of the project from \$1,593,306 to \$2,221,440 including a 20% contingency. As a result, The Friends of Chippewa Park have continued to seek additional external funding to fully fund the project, including an application to FedNor for \$250,000 which is still pending.

One of the key external Provincial funding sources for this project, tentatively approved for \$800,000, requires all project funding be secured by November 30, 2024. If these terms are not met this external funding source will rescind their approval/agreement. As this is a major project funding component, the success of the overall project relies heavily on meeting this deadline. As a result, Administration recommends that the Municipal Accommodation Tax Reserve Fund and the Renew Thunder Bay Reserve Fund be committed to fully fund the project at this time. This will secure all pending external funding sources, enabling the project to proceed to construction in 2025.

Based on estimated costs and all approved funding, to fully fund the project at this time the contribution from the Renew Thunder Bay Reserve Fund will increase from \$300,000 to \$534,868 and \$300,000 from the Municipal Accommodation Tax Reserve Fund would be required. Should Council support this recommendation, the resulting funding ratio would be 56.3% external funding, 24.1% Renew Thunder Bay, 13.5% MAT Tax, and 6.1% other City capital. Should future or pending funding grants for the C.W. Parker Carousel Building Enclosure project be successful those amounts would be used to reduce the contribution amount from the Renew Thunder Bay Reserve Fund.

The full restoration of the carousel is in its final stages and is expected to be complete next spring. This complete renewal was a true community effort which significantly reduced the City's capital investment required to restore and extend the life of this asset. Enclosing the carousel will protect these renewal investments from the elements long term which will reduce future renewal costs as well as seasonal operating and maintenance efforts. It will also increase our ability to promote and market the carousel, diversify programming, and provide the opportunity to operate at different times of the year to support park activities.

FINANCIAL IMPLICATION

The estimated cost of constructing an enclosure for the newly restored C.W. Parker Carousel is \$2,221,440 with recommended funding sources as follows:

Heritage Canada Grant	\$ 450,000
Provincial Grant	\$ 800,000
Renew Thunder Bay Reserve Fund	\$ 534,868
Municipal Accommodation Tax Reserve Fund	\$ 300,000
Other	<u>\$ 136,572</u>
Total	\$2,221,440

CONCLUSION

It is concluded that it is in the City's best interest to have an enclosure to protect the newly restored C.W. Parker Carousel and in order to maintain the Provincial funding source of \$800,000, full project funding is required.

It is further concluded that \$234,868 from the Renew Thunder Bay Reserve Fund and \$300,000 from the Municipal Accommodation Tax should be contributed to the project in order to demonstrate full project funding.

It is further concluded that any additional funding as a result of successful outstanding grant applications or fundraising for the C.W. Parker Carousel Building Enclosure project reduce the contribution from the Renew Thunder Bay Reserve Fund.

BACKGROUND

At the Committee of the Whole meeting held November 23, 2020, Administration presented a memo requesting Council support a \$500,000 Heritage Canada funding application. The recommendation was supported by Council, as well as a commitment of \$300,000 Renew Thunder Bay funding subject to the approval of pending external funding applications.

REPORT PREPARED BY

Cory Halvorsen, Manager – Parks & Open Spaces

REPORT SIGNED AND VERIFIED BY

Kerri Marshall, General Manager – Infrastructure, Development & Operations

Date (10/11/2024)

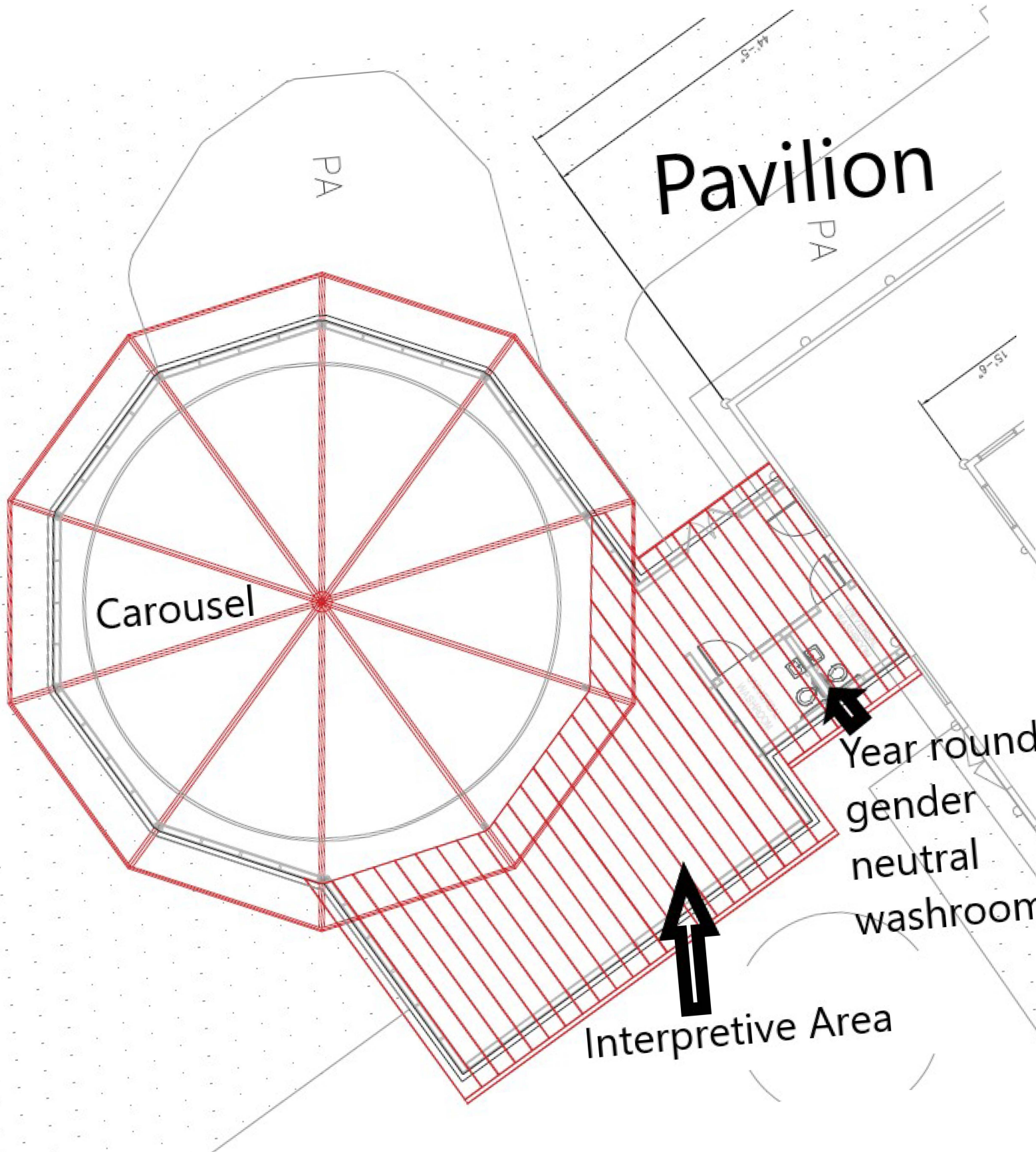
Hello,

Please note the following response to Speak to City Council has been submitted at Tuesday September 10th 2024 9:07 AM with reference number 2024-09-10-006.

- **What would you like to speak to Council about:**
Report from Parks and Open Spaces requesting an increase in funding for the construction of the building to house the Chippewa Park Carousel
- **Is this an item scheduled on a current agenda?:**
Yes
- **If yes, please provide report title or number.**
Chippewa Park C.W. Parker Carousel – New Building Enclosure Update
- **Provide as much information as you can about the matter you would like to speak to:**
The Save Our Carousel committee of The Friends of Chippewa Park would like to speak in support of the report from Parks and Open Spaces and to provide additional information to fully inform Committee of the Whole on both the status of the restoration itself and the importance and benefit of constructing a building to house and protect this heritage designated asset that will be 110 years old in a few months.
- **Upload any addition images and/or documents about the matter (upload to 5 files):**
 1. Carousel addition concept.pdf
- **Provide specific actions you would like Council to take:**
Support the additional allocation as proposed by Parks and Open Spaces
- **Have you already been in contact with City staff in regards to the subject matter of your deputation request?**
Yes
- **Who did you speak to in City Administration? What was the outcome?**
Ongoing discussions over the past 4 months with Cory Halvorsen, Manager, Parks and Open Spaces led to the submission to COW for the additional funding.
- **Please select the date of the meeting:**
Committee of the Whole - Monday, September 23 2024
- **Please choose**
Deputant

- **First name:**
Donna
- **Last name:**
Gilhooly
- **Email:**
donnag@tbaytel.net
- **Phone:**
(807) 622-3056
- **Organization you represent: (optional)**
Save Our Carousel Committee of The Friends of Chippewa Park
- **Please note the names of the presenters that will be attending with you:**
Iain Angus, Project Manager Carousel Restoration Project
- **Please indicate how you intend to participate in the meeting.**
In Person

[This is an automated email notification -- please do not respond]



REPORT NUMBER 384-2024-City Manager's Office-Strategic Initiatives & Engagement	
DATE PREPARED	September 25, 2024
	FILE
MEETING DATE	October 7, 2024
SUBJECT	Enhanced Encampment Response – A Human Rights-Based Community Action Plan for Thunder Bay

RECOMMENDATION

WITH RESPECT to Report 384-2024-City Manager’s Office-Strategic Initiatives & Engagement, we recommend that the Human Rights-Based Community Action Plan (the Plan) as outlined in this report be approved;

AND THAT implementation of the Plan requiring approval or additional financial resources be brought back to Council as required;

AND THAT Administration provide progress updates to City Council as needed;

AND THAT a copy of this resolution and the Plan be sent to the Honourable Sean Fraser - Minister of Housing, Infrastructure and Communities of Canada, and the Honourable Paul Calandra - Ontario’s Minister of Municipal Affairs and Housing;

AND THAT a copy of this resolution and the Plan be sent to Marie-Josée Houle, Federal Housing Advocate;

AND THAT a copy of this resolution and the Plan be sent to the Honourable Patty Hajdu, MP Superior North and Indigenous Services Minister, MP Marcus Powlowski, MPP Kevin Holland, MPP Lise Vaugeois;

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

LINK TO STRATEGIC PLAN

Within the Maamawe, Growing Together, City of Thunder Bay Strategic Plan 2023-2027:

Strategic Direction: All Together. We honour the truth and reconcile for the future.

GOAL: Strengthen the City's relationships with Indigenous communities, leaders and organizations to advance Truth & Reconciliation priorities together.

GOAL: Work toward inclusion, diversity, equity, and respect for all.

Strategic Direction: Safety and Well-being. Our community is healthy, safe, and strong.

GOAL: Improve access to supports for priority populations to narrow gaps in equity.

GOAL: Enhance safety and well-being at the community level through climate action and environmental design.

GOAL: Create and maintain strong neighbourhoods and Indigenized spaces where people connect and engage.

Additionally, this work connects with the following City Council approved strategic plans:

Community Safety & Well-Being Plan

Priority 2: Housing and Homelessness; Targeted Outcomes: Reduce Indigenous homelessness by 50 percent by 2027; Increase transitional and supportive housing opportunities in Thunder Bay

Indigenous Relations & Inclusion Strategy

Pillar 1: Respectful relations; 2. Honour & foster relations with Fort William First Nation, Metis, and local Indigenous Partners

Pillar 2: Responsive city; 5. Inclusive research & policy development

Pillar 4: Community prosperity; 9. Provide guidance to make City services responsive to needs of Indigenous Peoples; 10. Improve outreach & communications on City services; 11. Advocate & work with governments & local partners to improve outcomes

Thunder Bay Drug Strategy

Housing Pillar: Advocating for more supportive housing for people with complex needs; Contributing to the understanding of homelessness in Canada.

EXECUTIVE SUMMARY

This report provides an overview of an enhanced encampment response through a proposed ten-part Human Rights-Based Community Action Plan (the Plan). It outlines a multifaceted approach for addressing homelessness and managing encampments in our municipality. It encompasses immediate interventions, systemic changes, and long-term strategies to reduce homelessness, improve public health and safety, and ensure dignified treatment of vulnerable populations. The Plan is centered around collaboration with community partners, enhanced sanitation, identifying designated encampment sites, and the development of temporary villages for shelter and support services.

This ten-part Human Rights-Based Community Action Plan includes:

1. **Advocacy to Provincial and Federal Governments:** Continued efforts to secure long-term funding and policy support for housing solutions.
2. **Community Partner Commitment:** Mobilizing community organizations to provide wrap-around services (healthcare, food, mental health support, etc.) to individuals in encampments.
3. **Enhanced Cleanup and Sanitation:** Implementing regular cleanup and sanitation services to maintain health and safety in encampments.
4. **Temporary Village:** Developing a temporary village with a capacity of up to 100 units, providing indoor sheltering options and access to essential services.
5. **Designated Encampment Locations:** Up to three designating regulated encampment areas within the city's urban cores in accordance with the Council approved Distance Guidelines and with public engagement. Other encampments will be relocated.
6. **By-law Assessment:** Review and recommend potential by-law provisions which enable encampments in accordance with the Plan. Such review would also ensure broader legal, regulatory, and constitutional compliance related to municipal actions towards encampments.
7. **Encampment Response Team:** Establishing a dedicated team to monitor and support encampment compliance, and timely response to community and service provider concerns.
8. **Lived Experience Advisory:** Engaging individuals with lived and living experience of unsheltered homelessness to guide decision-making and ensure efforts reflect the population's needs.
9. **Communication and Engagement Plan:** Developing a robust and transparent communication strategy to keep the public and people living in encampments informed and engaged, fostering buy-in and collaboration.
10. **Support for Long-Term Housing Strategies:** Aligning efforts with broader, long-term housing strategies led by the District of Thunder Bay Social Services Administration Board (TBDSSAB) and other partners.

DISCUSSION

2024 Update

The unsheltered homelessness crisis continues to worsen across Ontario and in Thunder Bay. Locally, in 2024, the number of people living in encampments reached a peak of 200 unique individuals, which occurred much later in the year than previous years. This upward trend reflects not only the growing prevalence of encampments but also their persistence over time. It is thus reasonable to assume encampments will continue to follow an upward trend in 2025 unless immediate and innovative actions are taken.

Unmanaged encampments can pose serious health and safety risks to both their residents and the broader community as they often lack access to basic necessities such as clean water, sanitation, and adequate shelter. This may lead to higher incidences of public health and safety issues like infectious diseases, fire hazards, and rodents and other pests. The City does not consider encampments appropriate or dignified places for people to live, nor does it view encampments as a solution to homelessness. Encampments are a symptom of systemic failures that significantly impact municipalities, as they are the level of government left without sufficient resources to manage the issue on the ground.

Municipalities are obligated by law to uphold the human rights of encampment residents while also addressing public health and safety risks faced by those living there and the broader community. Recognizing these obligations, Council adopted a set of Distance Guidelines earlier this year to establish clear parameters for where encampments could be located. The Guidelines were designed to balance the public health and safety concerns of the broader community, while upholding individuals' rights to remain on public property in the absence of truly accessible indoor sheltering options. Their implementation has had mixed results.

One of the main strengths of the Guidelines has been their implementation through a voluntary, trust-based model, rather than a formal legal mechanism such as a by-law. Enforcement and compliance have been facilitated by the Lead Community Partner, whose longstanding relationships with encampment residents have resulted in many successful relocations. However, some individuals are not interested in engaging with the Lead Community Partner, and a very select few are unwilling to comply with the Distance Guidelines. Unengaged individuals in areas with competing uses are of particular concern and challenge. The adoption of the Guidelines has also led to a substantive increase in reports through dispatch, which has overwhelmed the Lead Community Partner's and Administration's capacity to respond in a timely manner as they lack sufficient human resources for a fully dedicated response.

Although the City anticipates significant progress over the coming years in housing availability, including supportive and transitional housing, immediate and innovative actions are required. An enhanced encampment response will provide interim solutions, such as indoor temporary sheltering options, and improve encampment site management so that resources are utilized most effectively. It also maintains a human rights-based approach that respects the dignity and needs of individuals living in encampments.

Human Rights-Based Approach to Encampments

In April 2023, Council adopted a human-rights based approach, spearheading a broader movement among Ontario municipalities to address the needs of encampment residents with dignity and respect. This commitment aligns with recommendations from the Federal Housing Advocate's final report and positions Thunder Bay to benefit from significant encampment response funding. The 2024 federal [Solving the Housing Crisis:](#)

[Canada's Housing Plan](#) earmarks \$250 million, to be cost-matched provincially, for a total of \$500 million towards encampment responses. Eligibility to receive funds is contingent on adopting human rights-based community action plans.

The Plan aligns with a human rights-based approach to encampments by centering around core human rights principles as defined by the Office of the Federal Housing Advocate's [final report](#) and other human rights guidance documents. The Plan also enhances Thunder Bay's capacity to secure funding from other orders of government for encampment response. Human rights principles are integrated via the following key elements:

1. Recognition of Encampment Residents as Rights Holders

Encampment residents are recognized as rights holders. The Plan understands encampments as a symptom of systemic housing failures and an assertion of individuals' right to adequate housing. This principle is put into practice by integrating encampment residents into decision-making processes that affect their lives and upholding their right to shelter in the absence of truly accessible indoor sheltering options.

2. Meaningful Engagement and Participation

The Plan upholds the principle of meaningful and effective participation by establishing a Lived and Living Experience Advisory Committee. This committee provides a formal platform for individuals with lived and living experience to have their voices heard and integrated into the Plan's future development and implementation.

3. Prohibition of Forced Evictions

The Plan prohibits forced evictions of encampment residents, without providing access to viable indoor alternatives that meet their individual needs. This is operationalized through the identification of designated encampment sites and the implementation of a temporary mini cabin village model that offers immediate, safer, and supportive indoor sheltering options while long-term housing options are pursued.

4. Dignified Access to Services

The Plan prioritizes public health and safety by providing dignified access to basic services such as sanitation, clean water, and waste management. This is achieved through enhanced cleanup and sanitation services and coordinated community partner response at designated encampment sites.

5. Respect for Indigenous Rights

The Plan acknowledges the over-representation of Indigenous peoples living in encampments and respects the distinct rights of Indigenous peoples. This

acknowledgement prioritizes engagement with Indigenous leaders and representative organizations.

Ten-Part Human Rights-Based Community Action Plan (the Plan)

This Plan outlines ten main goals and objectives that would solidify a more cohesive response to addressing unsheltered homelessness in the community. It will require an all-of-community collective impact approach, including leadership from City Council and City Administration, in its development and implementation. Administration believes that by bringing the patchwork quilt of initiatives together, it will enhance our response efforts, in turn improving the health and safety of encampments, providing a pathway into services and housing, and reducing strain on community partners, encampment residents and the public.

The following is the overarching ten-part Plan:

1. Continued Advocacy to Provincial and Federal Governments to Address Homelessness

Objective: Sustained pressure on other orders of government to provide resources and make systemic changes that address housing insecurity and homelessness.

Continued advocacy to Provincial and Federal governments is essential to secure the long-term funding, systemic changes, and resources needed to effectively address homelessness. These other orders of government have the fiscal capacity and legislative power to implement systemic solutions, such as affordable housing programs, mental health services, and income support, that municipalities alone cannot provide. By maintaining ongoing dialogue and pressure, the municipality keeps homelessness as a top priority on the broader political agenda and strengthens partnerships that can deliver lasting, large-scale impact.

2. Garner Community Partner Commitment for 360-Support to Encampment Residents

Objective: A collaborative, multi-agency support system is in place for individuals in encampments.

The Plan focuses on bringing together municipal departments, community partners, and individuals with lived and living experience to work collaboratively. This comprehensive approach ensures that the City's efforts are not fragmented and that individuals in encampments receive holistic, 360-degree support – from healthcare and food to housing and employment services. A key focus of this work will include implementing data sharing agreements amongst all partners involved at all levels of the response, including front-line and system planning, to support evaluation and immediate, interim, and long-term efforts.

3. Implement Enhanced Cleanup and Sanitation Support

Objective: Health and safety risks associated with encampments are mitigated by meeting public health standards with regular, coordinated garbage collection and adequate sanitary conditions.

Encampments, especially those without proper sanitation and services, can pose public health and safety risks. The Plan prioritizes risk mitigation by enhancing sanitation efforts and garbage removal, thereby reducing the likelihood of infectious disease outbreaks, and environmental damage, rodent and pest infestations. This provides dignity to encampment residents and better public health and safety to both encampment residents and the broader community.

4. Develop and Implement a Temporary Village to Support Up to 100 Units

Objective: Temporary indoor sheltering units with comprehensive wrap-around services are provided as a Housing First approach to encampments.

Temporary indoor sheltering units with comprehensive wrap-around services offer a Housing First approach that prioritizes stable housing as the foundation for addressing homelessness. These units provide immediate, secure shelter while offering access to essential services such as hygiene facilities, healthcare, mental health support, and employment assistance. This approach not only improves residents' quality of life but also addresses the root causes of homelessness, helping individuals transition from temporary shelter to long-term housing. By stabilizing people in a supportive environment, the Housing First model reduces the need for reactive measures and leads to more sustainable outcomes.

5. Identify Options for Designated Encampment Locations within Urban Cores

Objective: In collaboration with community partners, people with lived and living experience, and Indigenous leaders and representative organizations, and in accordance with the Distance Guidelines, up to three designated encampment areas with essential services are identified, reducing the strain on community partners and Administration, and leading to improved outcomes for encampment residents.

Designated encampment areas support the efficient delivery of essential services like outreach, sanitation, and healthcare. This approach reduces the strain on community partners who would otherwise need to support individuals across multiple, unregulated locations. It also simplifies Administration by centralizing resources, making it easier to monitor conditions and support compliance. For encampment residents, these designated areas offer reliable access to critical services, improving health and well-being while fostering a more stable and supportive environment.

6. Review Municipal By-Laws and Assess Public Space Use By-Law Implementation

Objective: Drawing on a review of other municipal by-laws, assess the development and implementation of a public space use by-law that includes regulations on sheltering.

As municipal responses to encampments evolve across Ontario, by-laws regulating use of public spaces, which include encampment specific regulations, are being implemented in some communities. A review of such by-laws and legal implications would allow Administration to assess and consider the development and implementation of a similar by-law. The by-law would clearly establish and define how public spaces are to be used by all community members, including people living in encampments. This review may also lead Administration to consider the development and implementation of by-laws and policies related to accelerating non-market rental housing development and tenancy protections.

7. Establish an Encampment Response Team to Support Compliance

Objective: A specialized team manages encampment response, supports compliance, and provides connection to support services for encampment residents.

A specialized team dedicated to managing encampments ensures the municipality can more effectively respond to community complaints, maintain safety, and coordinate sanitation services like garbage collection and waste management. This focused team enables quicker, more organized responses to issues that arise, ensuring encampments are maintained in a safer and hygienic manner. By centralizing oversight, the team helps reduce the strain on other municipal departments and provides a structured, consistent approach to managing encampments while addressing community concerns in a timely and efficient way. The team would also lead the Lived and Living Experience Advisory Committee.

8. Launch a Lived and Living Experience Advisory Committee to Guide Development and Implementation of an Action Plan

Objective: The input of individuals with lived experience of unsheltered homelessness will be at the heart of decision-making processes.

Incorporating the input of individuals with lived and living experience of unsheltered homelessness ensures that efforts and decisions are grounded in the realities and needs of those directly affected. Their perspectives offer valuable insights into the challenges faced in accessing services, navigating systems, and overcoming barriers to stable housing. By integrating their voices in decision-making, more effective, humane, and responsive solutions that better address the root causes of unsheltered homelessness and improve the outcomes of implemented strategies are developed and implemented.

9. Develop and Implement a Communication and Engagement Plan

Objective: Key stakeholders, the public, community partners, and encampment residents are informed of the City's unsheltered homelessness and encampment strategies, fostering buy-in and engagement.

A key aspect of the Plan is fostering understanding and engagement. By transparently communicating the City's approach and allowing space for input from the public and community partners, the City can build trust with a diversity of stakeholders. A robust communication plan ensures that misinformation is minimized, and that the entire community understands the steps being taken to manage unsheltered homelessness.

10. Support Long-Term Housing for All Strategies Led by the District of Thunder Bay Social Services Administration (TBDSSAB) and Other Partners

Objective: Contribute to and enhance long-term housing strategies to provide permanent solutions for homelessness.

While encampments are a symptom of the housing and homelessness crisis, the Plan emphasizes both temporary solutions (such as the creation of a temporary village) and alignment with long-term housing strategies. By addressing both the immediate needs and systemic causes of unsheltered homelessness, the Plan ensures that the City is not only reacting to the crisis but also working towards its resolve.

CONSULTATION

People with Lived and Living Experience in Encampments (PWLLE)

Engaging with people with lived and living experience (PWLLE) in encampments on matters that impact their lives is a central tenant of a human rights-based approach. In keeping with the City's commitment to a human-rights based approach, Administration engaged with a small number of PWLLE in encampments on the overarching components of this Plan, including the development of a formal PWLLE Advisory Committee.

Overall, the small group of individuals consulted were mostly supportive of the components of the ten-part Plan but did have lots of questions and some early considerations for implementation.

The following are the themes that resulted from discussions:

Safety – Safety continues to be a concern among encampment residents, suggesting the creation of complaint mechanisms to support conflict resolution, and the exploration of an emergency call system for more serious health and safety issues.

PWLLE Input – Encampment residents felt the establishment of an Advisory is very valuable and important, suggesting that two groups may need to be formed to effectively support individuals from both sides of town, and included ideas on accessibility to meetings and the connectivity between the two groups.

Designated Sites – Individuals engaged noted the need for the City to take into consideration the proximity of designated sites to key services used by residents. They also noted fear of being put on spotlight through the designation of sites, citing already feeling like people come by to view them like “zoo animals”.

Temporary Village – Residents engaged were all very supportive of this idea, some noting this would improve stability greatly. Individuals expressed prioritizing offering units to individuals most in need based on key risk factors.

FINANCIAL IMPLICATION

Maintaining the current approach in 2024 will be funded within the approved operating budget. As previously reported, the full financial implications to support specially trained outreach workers, and related health and safety response measures is approximately \$450,000 and will be brought forward through the 2025 Budget process. The financial implications for implementing additional components of this Plan will be presented to City Council for approval as initiatives are formally developed.

CONCLUSION

This comprehensive Plan is not just a response to the unsheltered homelessness crisis; it is a strategic investment in the well-being of our entire community. By taking immediate action, collaborating with key partners, and focusing on long-term housing solutions, the municipality can significantly reduce unsheltered homelessness, improve public health, and create a safer, more compassionate environment for all residents.

By adopting this Plan, the municipality positions Thunder Bay to:

- Secure additional funding from Provincial and Federal governments by demonstrating leadership and proactive solutions.
- Leverage community partnerships, reducing the sole financial burden on the City.
- Actualize cost savings in the long-term by transitioning individuals from homelessness into stable housing.

It is therefore concluded that the City of Thunder Bay take a leadership role by adopting the ten-part Human Rights-Based Community Action Plan, fully and meaningfully engaging with people with lived and living experience of unsheltered homelessness,

Indigenous leadership and representative organizations, community partners, and the public to shape the full development and implementation the Plan.

BACKGROUND

June 27, 2022, Memorandum from C. Olsen, Manager – Community Strategies, was presented at Committee of the Whole on June 27, 2022, requesting an opportunity to provide an update relative to the ongoing collaborative approach responding to unsheltered homelessness in the community. Executive Director Holly Gauvin -Elevate NWO, and Staff Sergeant Jason Anderson – Community Outreach - Thunder Bay Police Service provided an overview relative to the above noted and responded to questions.

August 8, 2022, Memorandum from C. Olsen, Manager – Community Strategies, was presented to Committee of the Whole and a resolution was passed, and ratified at City Council on August 22, 2022 that approved the financial support for an Unsheltered Homelessness Pilot Project, maintaining peer involvement and appropriate amenities provided to Elevate NWO and authorized the General Manager of Development and Emergency Services and the City Clerk to execute necessary documents.

February 13, 2023, Susan Lester and Jeanne Adams appeared before Committee of the Whole and provided a PowerPoint presentation, relative to encampments on the McVicar Creek Recreational Trail, and responded to questions.

May 1, 2023, City Council ratified a resolution to adopt a human-rights based approach to responding to encampments, including a \$20,000 expansion in the Operating Budget for 2024, and directing Administration conduct community consultation to better understand the feasibility of designated/supported encampments, and to work with the Intergovernmental Affairs Committee to advocate to the provincial government.

September 25, 2023, Memorandum from C. Olsen, Acting Director – Strategic Initiatives & Engagement, was presented to Committee of the Whole and provided an update on the response to unsheltered homelessness, including preparations for the upcoming winter months.

April 22, 2024, Corporate Report 137-2024 from C. Olsen, Director – Strategy & Engagement and R. Willianen, Policy & Research Analyst, was presented to Committee of the Whole and provided an update on the feasibility of designated encampment locations, including community consultation results.

May 6, 2024, Council directed that the City conduct an environmental scan of municipal approaches to designated and sanctioned sites, undertake an assessment of recommendations to municipalities by the Office of the Federal Housing Advocate, update the Encampment Response Protocol, further define designated encampments for the City, and continue to coordinate a human-rights based encampment response.

June 24, 2024, Corporate Report 252-2024 from R. Willianen, Policy & Research Analyst and C. Olsen, Director Strategy & Engagement was presented to Committee of the Whole and provided recommendations related to adopting distance guidelines, and advocacy items to other orders of government related to encampments and unsheltered homelessness.

July 15, 2024, Memorandum dated July 5, 2024, from C. Olsen, Director Strategy & Engagement was presented and proposed amended distance guidelines to include 20 metres away from private non-residential property and 5 metres away from rivers and railway tracks as they were not originally reflected. The final recommendation as presented in the memorandum was approved and ratified.

August 12, 2024, Corporate Report 312-2024 from R. Willianen, Policy & Research Analyst and C. Olsen, Director Strategy & Engagement was presented and recommended to Council that the encampment distance guidelines for trails, sidewalks, parking lots and bridges remain at 5 metres, and that they be included in the overall Distance Guidelines that were approved and ratified on July 15, 2024.

REFERENCE MATERIAL ATTACHED

None

REPORT PREPARED BY

Cynthia Olsen, Director – Strategy & Engagement – City Manager’s Office
Rilee Willianen, Drug Strategy Specialist – City Manager’s Office

REPORT SIGNED AND VERIFIED BY

John Collin, City Manager

Date (10/01/2024)



Memorandum

TO: Krista Power, City Clerk **FILE:**

FROM: Cynthia Olsen – Director, Strategy & Engagement
City Manager’s Office – Strategic Initiatives & Engagement

DATE: 10/15/2024 (mm/dd/yyyy)

SUBJECT: R384-2024 Enhanced Encampment Response – A Human Rights-Based Community Action Plan for Thunder Bay

MEETING & DATE: Committee of the Whole - 10/21/2024 (mm/dd/yyyy)

This Memo is to provide City Council with additional information related to R384-2024 Enhanced Encampment Response – A Human Rights-Based Community Action Plan for Thunder Bay (City Manager’s Office – Strategic Initiatives & Engagement).

The City of Thunder Bay has received letters of support from the following organizations for its work to address encampments, and for the Human Rights-Based Community Action Plan:

- District of Thunder Bay Social Services Administration Board
- Thunder Bay District Health Unit
- St. Joseph’s Care Group
- Elevate NWO
- Noojmawing Sookatagaing Ontario Health Team
- Thunder Bay and District Mental Health & Addiction Network

Additionally, Administration provides the following update to the Financial Implication section of R384-2024:

FINANCIAL IMPLICATION

Maintaining the current approach in 2024 will be funded within the approved operating budget. As previously reported, the full financial implications to support specially trained

outreach workers, and related health and safety response measures is approximately \$450,000 and will be brought forward through the 2025 Budget process.

The Action Plan requires an upfront capital investment to provide unhoused persons an alternative accommodation. The current estimate for construction of a Temporary Village is capped at \$4.0 million with additional infrastructure costs of \$1.0 million. At this time, Municipal funding is the only suitable financing source available to fund a Temporary Village. Administration is actively exploring alternative sources, however in order to deliver the proposed Action Plan, full project funding for the Temporary Village, is required.

The Renew Thunder Bay Reserve Fund could be a suitable source of financing considering the legacy impact of the current homelessness crisis in the City of Thunder Bay, especially if the City is able to leverage federal and provincial funding, reducing the required reserve fund contribution.

The current uncommitted balance of the Renew Thunder Bay Reserve Fund is approximately \$9.7 million. Several 2025 capital budget projects have been developed with requested financing from the Renew Thunder Bay Reserve Fund totalling \$4.3 million. A \$5.0 million commitment towards the Temporary Village would leave a \$0.4 million uncommitted balance in the Renew Thunder Bay Reserve Fund.

The Renew Thunder Bay Reserve Fund would be replenished as Housing Accelerator Funds (up to \$4.06 million) are received in 2025 and 2026, as well as any federal/provincial funding that is received for the Temporary Village project. Administration has a degree of confidence that funding will be made available through the province and/or the federal government since we have a compelling argument for such funding, within a human rights based and pragmatic approach.

Operating costs for the Temporary Village are not yet determined, but the municipal contributions will be capped at \$1.5 million per year. Administration would pursue grant funding to support this initiative however pending any approval, the financial impact would be included in the 2025 tax-supported budget. As further details are developed, any additional approvals required from Council will be sought.



**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

Our File No.: SSM-30

October 1, 2024

Cynthia Olsen
Director – Strategy & Engagement
City of Thunder Bay
500 Donald St. East
Thunder Bay, ON P7E 5K4
Cynthia.olsen@thunderbay.ca

Dear Cynthia Olsen,

Subject: Letter of Support for Efforts to Address Encampments

I am writing in support of the opportunity to address the needs of homeless individuals in the City of Thunder Bay. The District of Thunder Bay Social Services Administration Board (TBDSSAB) is aware of the Human Rights-Based Community Action Plan to address encampments that will be proposed to Council and is poised to work with the City to establish proven and innovative practices that will have a positive outcome for those most in need.

We are encouraged by the Plan's goal to provide the wrap-around services necessary to help individuals stabilize and transition to long-term solutions.

TBDSSAB supports people to improve their lives and become self-sufficient. We do this as the service system manager for vital, quality social services needed by individuals and families living in the District of Thunder Bay—including child care and early years, through the delivery of Ontario Works and the delivery of community housing and homelessness prevention and support programs.

TBDSSAB is particularly interested in The City of Thunder Bay's commitment to collaborative work with community partners. This may include the sharing of resources, collection of data and information to evaluate processes and outcomes and aligning efforts to ensure maximum benefit for those we support. We believe that by uniting our resources, expertise, and services, we can achieve meaningful and lasting change for our community.



**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

We look forward to working alongside The City of Thunder Bay administration and other community partners to determine a best path towards the enhanced support of the homeless population and to supporting the transition of individuals to a more stable supported future.

Sincerely,

Ken Ranta
Chief Executive Officer



Thunder Bay District Health Unit

MAIN OFFICE

999 Balmoral Street
Thunder Bay, ON P7B 6E7
Tel: (807) 625-5900
Toll-Free in 807 area code
1-888-294-6630
Fax: (807) 623-2369

GERALDTON

P.O. Box 1360
510 Hogarth Avenue, W.
Geraldton, ON P0T 1M0
Tel: (807) 854-0454
Fax: (807) 854 1871

MANITOUWADGE

1-888-294-6630

MARATHON

P.O. Box 384
Marathon High School
building,
14 Hemlo Drive, Suite B
Marathon, ON P0T 2E0
Tel: (807) 229-1820
Fax: (807) 229-3356

RED ROCK

P.O. Box 196
Superior Greenstone District
School Board Learning Centre
46 Salls Street
Suite #2
Red Rock, ON P0T 2P0
Tel: (807) 886-1060
Fax: (807) 886-1096

TERRACE BAY

P.O. Box 1030
19 Hudson Drive, Suite 100
Terrace Bay, ON P0T 2W0
Tel: (807) 825-7770
Fax: (807) 825-7774

TBDHU.COM

October 3, 2024

Mayor and Council
City of Thunder Bay
500 Donald St. East
Thunder Bay, ON
P7E 5K4

Subject: Letter of Support for the Municipality's Human Rights- Based Community Action Plan to Address Encampments

Dear Mayor and Council,

On behalf of Thunder Bay District Health Unit (TBDHU) I am writing to express our support for the City's comprehensive Human Rights-Based Community Action Plan to address encampments. This initiative represents a crucial and well-structured approach to addressing the pressing challenges of unsheltered homelessness in our community and aligns with our shared commitment to fostering safety, well-being, and dignity for all residents.

We strongly endorse key components of the plan, including:

- **Specialized Encampment Management Team** that will ensure timely responses to community concerns, coordinate sanitation services, and maintain safe conditions.
- **Permissible Encampment Areas** that provide essential services in controlled environments, which will greatly reduce strain on community resources and improve conditions for encampment residents.
- **Enhanced Cleanup and Sanitation:** Implementing regular cleanup and sanitation services to maintain health and safety in encampments.
- **Advocacy to Provincial and Federal Governments** to secure the funding and policy changes needed to address homelessness in a sustainable way.
- **Integration of Lived Experience Voices**, ensuring that the decisions made are rooted in the real-life experiences of those directly affected by unsheltered homelessness.

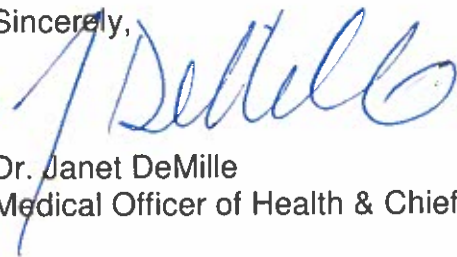
Of particular importance to the success of the plan is the **Specialized Encampment Management Team** and **Enhanced Cleanup and Sanitation**. A well-resourced response team is critical to mitigating the potential for serious health and safety risks to encampment residents and the broader community.

At TBDHU we are particularly encouraged by the municipality's commitment to collaborative work with community partners. We believe that by uniting our resources, expertise, and services, we can achieve meaningful and lasting change. We stand ready to contribute to the efforts of this plan through regular outreach visits, providing harm reduction supplies and sharps disposal support, supporting residents with connections to housing and other resources, and helping identify and mitigate the effects of encampment health hazards.

The innovative and comprehensive nature of this plan sets a strong foundation for a coordinated response to homelessness and encampments, one that prioritizes compassion, efficiency, and long-term success. We believe this initiative will not only improve outcomes for individuals experiencing homelessness but also enhance the overall well-being of our community.

In support of this plan, we look forward to working alongside the municipality, the Specialized Encampment Management Team, and other community partners to ensure its successful implementation.

Sincerely,



Dr. Janet DeMille
Medical Officer of Health & Chief Executive Officer

September 27, 2024

Mayor and Council
City of Thunder Bay
500 Donald St. East
Thunder Bay, ON P7E 5K4

Subject: Letter of Support for the Municipality's Human Rights-Based Community Action Plan to Address Encampments

Dear Mayor and Council,

On behalf of St. Joseph's Care Group, I am writing in support for the City's comprehensive action plan to address encampments. This initiative represents a crucial and well-structured approach to addressing the immediate challenges of unsheltered homelessness in our community and aligns with our shared commitment to fostering safety, well-being, and dignity for all residents.

We strongly endorse the key components of the plan, including:

- **Permissible Encampment Areas** that provide essential services in controlled environments, which will greatly reduce strain on community resources and improve conditions for encampment residents.
- **Temporary Village Sheltering Units** that offer not only immediate indoor sheltering, but also the wrap-around services necessary to help individuals stabilize and transition to long-term solutions.
- **Specialized Encampment Management Team** that will ensure timely responses to community concerns, coordinate sanitation services, and maintain safe conditions.
- **Advocacy to Provincial and Federal Governments** to secure the funding and policy changes needed to address homelessness in a sustainable way.
- **Integration of Lived Experience Voices**, ensuring that the decisions made are rooted in the real-life experiences of those directly affected by unsheltered homelessness.

At St. Joseph's Care Group, we are particularly encouraged by the municipality's commitment to collaborative work with community partners. We believe that by uniting our resources, expertise, and services, we can achieve meaningful and lasting change. We stand ready to contribute to the efforts of this plan through access to our full continuum of care for mental health and addiction services including, withdrawal management, supportive housing, treatment and mental health outpatient services.

The innovative and comprehensive nature of this plan sets a strong foundation for a coordinated response to homelessness and encampments, one that prioritizes compassion, efficiency, and long-term success. We believe this initiative will not only improve outcomes for individuals experiencing homelessness but also enhance the overall well-being of our community.

In full support of this plan, we look forward to working alongside the municipality and other community partners to ensure its successful implementation.

Sincerely,

A handwritten signature in blue ink, appearing to read 'a d'.

Andrea Docherty
Vice President, Clinical and Community Health
St. Joseph's Care Group
Andrea.Docherty@tbh.net
807-624-1752

October 3, 2024

Mayor and Council
City of Thunder Bay
500 Donald St. East
Thunder Bay, ON
P7E 5K4

Subject: Letter of Support for the Municipality's Human Rights-Based Community Action Plan to Address Encampments

Dear Mayor and Council,

On behalf of Elevate NWO, I am writing to express our support for the City's comprehensive Human Rights-Based Community Action Plan to address encampments. This initiative represents a crucial and well-structured approach to addressing the pressing challenges of unsheltered homelessness in our community and aligns with our shared commitment to fostering safety, well-being, and dignity for all residents.

We strongly endorse the key components of the plan, including:

- **Permissible Encampment Areas** that provide essential services in controlled environments, which will greatly reduce strain on community resources and improve conditions for encampment residents.
- **Temporary Village Sheltering Units** that offer not only immediate indoor sheltering, but also the wrap-around services necessary to help individuals stabilize and transition to long-term solutions.
- **Advocacy to Provincial and Federal Governments** to secure the funding and policy changes needed to address homelessness in a sustainable way.
- **Integration of Lived Experience Voices**, ensuring that the decisions made are rooted in the real-life experiences of those directly affected by unsheltered homelessness.

At Elevate NWO, we are particularly interested in the "Temporary Village" and believe that this is an essential part of the community response. It not only provides transitional housing for people but also allows for the development of a personalized plan of care to address the root causes that

led to person becoming houseless an opportunity to practice new skills with the support of dedicated staff to reduce repeat houselessness.

We stand ready to contribute to the efforts of this plan through providing our expertise in “wise practice” standards for engaging houseless individuals, providing harm reduction services and access to health care supports for people within our core mandate of HIV and Hep C.

This plan represents the best approach we have seen in our community since the onset of the housing crisis. By offering people living houseless with **choice**, you will create better “buy in” and better outcomes. By giving **voice** to people living houseless you ensure that you are meeting the needs of people living in impossible situations. By implementing this plan, Thunder Bay can set an entirely new practice standard and truly live into its Strategic Plan “**Maamawe (All Together).**”

We look forward to working alongside the municipality and other community partners to ensure its successful implementation.

Sincerely,



Holly Gauvin
Executive Director
Elevate NWO
E: hgauvin@elevatenwo.org
102-106 Cumberland Street North
Thunder Bay, ON P7A 4M2

September 27, 2024
Mayor and Council
City of Thunder Bay
500 Donald St. East
Thunder Bay, ON
P7E 5K4

Subject: Letter of Support for the Municipality’s Human Rights-Based Community Action Plan to Address Encampments

Dear Mayor and Council,

On behalf of Noojmawing Sookatagaing Ontario Health Team, I am writing to express our full support for the City’s comprehensive Human Rights-Based Community Action Plan to address encampments. This initiative represents a crucial and well-structured approach to addressing the pressing challenges of unsheltered homelessness in our community and aligns with our shared commitment to fostering safety, well-being, and dignity for all residents.

We strongly endorse the key components of the plan, including:

- **Permissible Encampment Areas** that provide essential services in controlled environments, which will greatly reduce strain on community resources and improve conditions for encampment residents.
- **Temporary Village Sheltering Units** that offer not only immediate indoor sheltering, but also the wrap-around services necessary to help individuals stabilize and transition to long-term solutions.
- **Specialized Encampment Management Team** that will ensure timely responses to community concerns, coordinate sanitation services, and maintain safe conditions.
- **Advocacy to Provincial and Federal Governments** to secure the funding and policy changes needed to address homelessness in a sustainable way.
- **Integration of Lived Experience Voices**, ensuring that the decisions made are rooted in the real-life experiences of those directly affected by unsheltered homelessness.

The Noojmawing Sookatagaing Ontario Health Team is encouraged by the municipality’s commitment to collaborative work with community partners. We believe that by uniting our resources, expertise, and services, we can achieve meaningful and lasting change. We stand ready to contribute to the efforts of this plan through offering support in coordinating and facilitating integrated healthcare services that are equitable, accountable, and community-centered. We are dedicated to doing this work in true partnership with Indigenous peoples and

communities, and we are dedicated to enhancing the accessibility of the healthcare system for all community members.

The innovative and comprehensive nature of this plan sets a strong foundation for a coordinated response to homelessness and encampments, one that prioritizes compassion, efficiency, and long-term success. We believe this initiative will not only improve outcomes for individuals experiencing homelessness but also enhance the overall well-being of our community.

In full support of this plan, we look forward to supporting the municipality and other community partners to ensure its successful implementation.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Lawrance", with a long horizontal flourish extending to the right.

Jennifer Lawrance
Implementation Lead
Noojmawing Sookatagaing Ontario Health Team

September 27, 2024
Mayor and Council
City of Thunder Bay
500 Donald St. East
Thunder Bay, ON
P7E 5K4

Subject: Letter of Support for the Municipality's Human Rights-Based Community Action Plan to Address Encampments

Dear Mayor and Council,

On behalf of the Thunder Bay and District Mental Health and Addictions Network (TBDMHAN), we are writing to express our full support for the City's comprehensive Human Rights-Based Community Action Plan to address encampments. This initiative represents a crucial and well-structured approach to addressing the pressing challenges of unsheltered homelessness in our community and aligns with our Network's shared commitment to fostering safety, well-being, and dignity for all residents.

We strongly endorse the key components of the plan, including:

- **Permissible Encampment Areas** that provide essential services in controlled environments, which will greatly reduce strain on community resources and improve conditions for encampment residents.
- **Temporary Village Sheltering Units** that offer not only immediate indoor sheltering, but also the wrap-around services necessary to help individuals stabilize and transition to long-term solutions.
- **Specialized Encampment Management Team** that will ensure timely responses to community concerns, coordinate sanitation services, and maintain safe conditions.
- **Advocacy to Provincial and Federal Governments** to secure the funding and policy changes needed to address homelessness in a sustainable way.
- **Integration of Lived Experience Voices**, ensuring that the decisions made are rooted in the real-life experiences of those directly affected by unsheltered homelessness.

The TBDMHAN supports the municipality's commitment to collaboratively work with community partners. We believe that by uniting our resources, expertise, and services, we can achieve meaningful and lasting change. Our member organizations stand ready to contribute to the efforts of this plan through healthcare services, housing support, mental health support, substance use health support, outreach, and other resources or expertise.

The innovative and comprehensive nature of this plan sets a strong foundation for a coordinated response to homelessness and encampments, one that prioritizes compassion, efficiency, and long-term success. We believe this initiative will not only improve outcomes for individuals experiencing homelessness but also enhance the overall well-being of our community.

In full support of this plan, we look forward to working alongside the municipality to ensure its successful implementation.

Sincerely,



Nancy Chamberlain, Co-Chair
CEO of Thunder Bay Counselling



Diane Walker, Co-Chair
CEO of Children's Centre Thunder Bay

Thunder Bay and District Mental Health and Addictions Network (TBDMHAN)

Membership list:

Alpha Court Community Health and Addiction Services

Brain Injury Services of Northern Ontario

Canadian Mental Health Association, Thunder Bay Branch

Children's Centre Thunder Bay

Crossroads Centre

Dilico Anishinabek Family Care

Elizabeth Fry Society of Northwestern Ontario

Hospice Northwest

Nipigon District Memorial Hospital

North of Superior Counselling Programs

North Shore Family Health Team

NorWest Community Health Centres

People Advocating for Change Through Empowerment (PACE)

St. Joseph's Care Group

Thunder Bay Counselling

Thunder Bay District Health Unit

Thunder Bay District Social Services Administration Board

Thunder Bay Drug Strategy

Thunder Bay Indigenous Friendship Centre

Thunder Bay Regional Health Sciences Centre

MEMORANDUM

TO: Krista Power, City Clerk

FROM: Cynthia Olsen, Director – Strategy & Engagement

DATE: October 15, 2024

SUBJECT: R384-2024 Enhanced Encampment Response – A Human Rights-Based Community Action Plan for Thunder Bay

MEETING & Committee of the Whole – October 21, 2024

DATE:

I would like to request the opportunity to re-present an overview of the ten-part Human Rights-Based Community Action Plan as an enhanced encampment response at the October 21, 2024, Committee of the Whole meeting.



Memorandum

TO: Krista Power, City Clerk **FILE:**

FROM: Cynthia Olsen, Director – Strategy & Engagement
City Manager’s Office – Strategic Initiatives & Engagement

DATE: 10/10/2024

SUBJECT: Request to Defer Report Back – R349-2024 – Boulevard Garden and Maintenance By-Law

MEETING & DATE: Committee of the Whole - 10/21/2024

Administration is recommending a revised report back date for the re-presentation of R349-2024 Boulevard Garden and Maintenance By-Law from October 28, 2024, to November 25, 2024.

The deferral is requested to allow sufficient time for the public to participate in the Get Involved Survey on the draft By-law, and for Administration to be able to have adequate time to analyze their feedback and consider any additional amendments to the By-law in advance of returning to Council with their recommendations.

WITH RESPECT to the Memorandum from Cynthia Olsen, Director – Strategy & Engagement dated October 10, 2024, we recommend that the report back date for R349-2024 Boulevard Gardn and Maintenance By-Law be deferred from October 28, 2024 to November 25, 2024.

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

Cc:
Danielle Thom – Climate Action Specialist
Doug Vincent – Manager, Licensing & Enforcement

Memorandum

TO: Mayor & Council

FROM: Krista Power, Director – Legislative Services & City Clerk

DATE: Tuesday, October 8, 2024

SUBJECT: Outstanding List for Planning Services Session as of October 8, 2024
 Committee of the Whole – October 21, 2024

The following items are on the outstanding list for Planning Services:

Reference Number (yyyy-nnn-MTG)	Department/Div	Outstanding Item Subject	Resolution Report Back Date - (on or before date)	Revised Report Back Date - (on or before date) (Memos presented at COW updating or delaying Item)
2023-010-DEV	Infrastructure, Development & Operations - Realty Services	Hillcourt Estates	Mar-18-2024	Mar 31 2025
2024-001-DEV	Infrastructure, Development & Operations - Realty Services	Downtown Fort William Strategic Renewal Plan - Implementation Options	Jun-16-2025	
2024-002-DEV	Infrastructure, Development & Operations - Planning Services	Housing Accelerator Fund - Affordable Rental Housing Funding Program - Results of Program & Potential Adjustments	Jun-16-2025	

2024-003-DEV	Infrastructure, Development & Operations - Planning Services	Strategic Core Areas Community Improvement Plan - Results of Program & Potential Adjustments	Jun-16-2025	
2024-004-DEV	Infrastructure, Development & Operations - Planning Services	Surplus Real Properties - Woodside Parkette	Jan-13-2025	