



**Committee of the Whole Meeting
Agenda**

**Monday, March 24, 2025, 6:30 p.m.
S.H. Blake Memorial Auditorium**

Pages

1. **Closed Session in the McNaughton Room**
Closed Session Agendas will be distributed separately to Members of Council and ELT only.
2. **Open Session (Administrative Services) in the S.H. Blake Memorial Auditorium at 6:30 p.m.**
Chair: Councillor Mark Bentz
3. **Disclosures of Interest**
4. **Confirmation of Agenda**
WITH RESPECT to the March 24, 2025 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 **Thunder Bay International Airport Authority** 6
Memorandum from Commissioner - Growth Kerri Marshall, dated February 7, 2025 requesting that President and Chief Executive Officer Graham Ingham and Chair of the Thunder Bay International Airport Authority Gary Woodbeck provide a presentation relative the Thunder Bay International Airport Authority.
6. **Items Arising from Closed Session**
7. **Reports of Committees, Boards and Outside Agencies**
 - 7.1 **Thunder Bay Police Service Board Minutes** 7 - 14
Minutes of meeting 02-2025 of the Thunder Bay Police Service Board held on January 28, 2025, for information.

7.2	Thunder Bay District Health Unit Board of Health Minutes	15 - 18
	Minutes of meeting of the Thunder Bay District Health Unit Board of Health held on January 15, 2025, for information.	
7.3	Accessibility Advisory Committee Minutes	19 - 26
	Minutes of meeting 07-2024 of the Accessibility Advisory Committee held on November 13, 2024, for information.	
7.4	Clean, Green, & Beautiful Committee Minutes	27 - 35
	Minutes of meeting 01-2025 of the Clean, Green, & Beautiful Committee held on January 22, 2025, for information.	
7.5	Community Communications Committee Minutes	36 - 40
	Minutes of meeting 03-2024 of the Community Communications Committee held on December 12, 2024, for information.	
7.6	Heritage Advisory Committee Minutes	41 - 45
	Minutes of meeting 07-2024 of the Heritage Advisory Committee held on Thursday, November 28, 2024, for information.	
7.7	Inter- Governmental Affairs Committee Minutes	46 - 49
	Minutes of meeting 02-2025 of the Inter-Governmental Affairs Committee held on February 12, 2025, for information.	
7.8	Official Recognition Committee Minutes	50 - 52
	Minutes of meeting 04-2024 of the Official Recognition Committee held on October 22, 2024, for information.	

8. Reports of Municipal Officers

8.1	Annual Report on Council, Board and Committee Expenses 2024	53 - 63
	Report 026-2025-Corporate Services-Finance providing a detailed summary of the remuneration and expenses paid to Members of Council, as well as individuals appointed by Council to local boards or other bodies for the 2024 year, for information.	
8.2	2025 Council Remuneration Report	64 - 66
	Report 098-2025-City Manager's Office-Human Resources recommending that the remuneration for City Council be amended for the annual adjustment of half the rate of inflation for Thunder Bay for 2024	

excluding the month of December (1.1%).

WITH RESPECT to Report 098-2025 (City Manager's Office – Human Resources) as per the direction of City Council in Report R 29/2018, we recommend that the remuneration for City Council be amended for the annual adjustment of half the rate of inflation for Thunder Bay for 2024 excluding the month of December (1.1%);

AND THAT this increase be retroactive to January 1, 2025;

AND THAT Administration continue to present annual adjustments as directed, that equal half the rate of inflation for the previous calendar year for Thunder Bay;

AND THAT annual adjustments be presented to City Council for approval in conjunction with the annual review of By-law 164-1989 (Non-union and Managerial Personnel of the Corporation of the City of Thunder Bay);

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

8.3 James Whalen Tugboat Tender Award

67 - 70

Report 070-2025-Infrastructure & Operations-Parks & Open Spaces recommending that the contract for the Recycling of the James Whalen Tug Boat proceed and that the entire vessel be recycled.

WITH RESPECT to Report 070-2025-Infrastructure & Operations-Parks & Open Spaces, we recommend that the contract for the Recycling of the James Whalen Tug Boat proceed and that the entire vessel be recycled;

AND THAT the Commissioner of Infrastructure and Operations report any circumstances to City Council should any significant variations in the contract costs occur;

AND THAT the Commissioner of Infrastructure and Operations be authorized to sign all documentation related to these matters;

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

8.4 Work Plan Annual Update - Superior North EMS 2021-2023 Master Plan

71 - 80

The 2021-2030 Master Plan for the Superior North Emergency Medical Service (SNEMS) was received by Committee of the Whole on January 25, 2021 (Report R8/2021).

A draft work plan was presented on June 14, 2021 (Report 78/2021 -

Development & Emergency Services – Superior North EMS), which was followed by additional consultation with District stakeholders.

On July 25, 2022, Committee of the Whole received Report 133/2022 (Development & Emergency Services – Superior North EMS) pertaining to the Work Plan for Superior North EMS 2021-2030 Master Plan (the “Work Plan”).

On August 8, 2022, further to Report 133/2022 (Development & Emergency Services – Superior North EMS), Thunder Bay City Council ratified recommendations of the Superior North EMS work plan.

City Council further directed that an annual update report be presented starting in Q3 2023.

Council received an update at their October 30, 2023 Committee of the Whole meeting (Report 296-2023-Corporate Services-Superior North EMS) and resolved that the next update be received by March 30, 2025.

Report 097-2025 Community Services – Superior North EMS providing an update on efforts aligned with the Growth strategic pillar and recommending that item 2023-006-ADM Work Plan Annual Update – Superior North EMS 2021-2023 Master Plan be removed from the Outstanding List - Administrative Services.

Memorandum from Commissioner-Community Services Kelly Robertson, dated March 11, 2025 requesting that Chief Paramedic Shane Muir make a presentation relative to Report 097-2025 – Superior North EMS Annual Master Plan Update.

WITH RESPECT to Report 097-2025 Community Services – Superior North EMS, we recommend that item 2023-006-ADM Work Plan Annual Update – Superior North EMS 2021-2023 Master Plan be removed from the Outstanding List - Administrative Services;

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

9. Petitions and Communications

9.1 Request for Removal for Outstanding List - By-law reviews

81 - 82

Memorandum from Commissioner-Corporate Services & City Treasurer, dated March 10, 2025 requesting that Outstanding Item 2021-114-DEV – Fence Related By-laws, and Outstanding Item 2023-007-DEV – Comprehensive Sign By-Law Review be removed from the Outstanding

List.

WITH RESPECT to the Memorandum from Keri Greaves, Commissioner – Corporate Services & City Treasurer, dated March 10, 2025, we recommend that Outstanding List items 2021-114-DEV – Fence Related By-laws and 2023-007-DEV – Comprehensive Review of the Sign By-law be removed from the Outstanding List;

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

10. Outstanding Items

83 - 84

Memorandum from Director - Legislative Services & City Clerk Krista Power dated March 11, 2025, providing the Administrative Services Outstanding List, for information.

11. New Business

12. Adjournment



Memorandum

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

FROM: Kerri Marshall, Commissioner- Growth

DATE: 02/07/2025

SUBJECT: Request for Presentation – Thunder Bay International Airport Authority

MEETING & DATE: Committee of the Whole – 03/24/2025

We respectfully request that the Thunder Bay International Airport Authority be provided with an opportunity to present an update on activities at the Committee of the Whole meeting scheduled for March 24, 2025.

The presentation will be delivered by Graham Ingham, President and Chief Executive Officer, and Gary Woodbeck, Chair of the Thunder Bay International Airport Authority.

**THUNDER BAY POLICE SERVICE BOARD
MEETING 02-2025 (REGULAR)**

DATE: JANUARY 28, 2025

TIME: 10:54 A.M.

PLACE: TBPSB BOARDROOM
1111 VICTORIA AVENUE – UNIT #102, THUNDER BAY

CHAIR: MS. K. MACHADO

PRESENT:

Mr. W. Bahlleda
Mr. D. Baxter
Mayor K. Boshcoff
Councillor K. Etrene
Ms. K. Machado

OFFICIALS:

Mr. D. Fleury, Chief of Police
Mr. R. Hughes, Deputy Chief of Police
Mr. J. Pearson, Deputy Chief of Police
Mr. J. Hannam, Secretary to the Board
Ms. L. Douglas, Assistant to the Secretary -
Thunder Bay Police Service Board

ATTENDING BY ZOOM:

Inspector T. Gervais, Police Services Advisor
– Inspectorate of Policing

1. DISCLOSURES OF INTEREST

There were no disclosures of interest declared at this time.

2. APPOINTMENT OF CHAIR AND VICE-CHAIR

Mr. J. Hannam, Secretary to the Board, called for nominations for the positions of Chair and Vice-Chair of the Board, effective January 28, 2025, for the remainder of 2025, or until a replacement has been appointed.

MOVED BY: Mr. W. Bahlleda
SECONDED BY: Councillor K. Etrene

THAT Ms. Karen Machado be appointed Chair of the Thunder Bay Police Service Board, and that Ms. Denise Baxter be appointed Vice-Chair of the Thunder Bay Police Service Board, effective January 28, 2025, for the remainder of 2025, or until a replacement is appointed.

CARRIED

Ms. K. Machado assumed the role of the Chair.

3. CONFIRMATION OF AGENDA AND CONSENT AGENDA

1. Additional information was distributed separately to the Board on January 27, 2025.

2. Communications Committee Update from Councillor Kasey Etreni, distributed separately via email January 27, 2025, was added under the Consent Agenda.
3. Memorandum RE: Advocacy at ROMA was added under New Business.

MOVED BY: Ms. D. Baxter
SECONDED BY: Councillor K. Etreni

With respect to Meeting No. 02-2025 (Regular) of the Thunder Bay Police Service Board held on January 28, 2025, we recommend that the agenda and the consent agenda, as printed, including any additional information and new business, be confirmed.

CARRIED

4. CONSENT AGENDA

The following items were confirmed and/or adopted as part of the consent agenda:

- 4.1 Minutes of the Twenty-Eighth Session (Regular) of the Fifty-Fifth Thunder Bay Police Service Board held on December 17, 2024.
- 4.2 **Reports of Committees**
 - a) Governance Committee

Memorandum to the Thunder Bay Police Service Board from Denise Baxter, Chair – Governance Committee, dated January 21, 2025, relative to an update on the activities of the Governance Committee.

Policies for Adoption

 - i. Policy ADMIN-002 - Thunder Bay Police Service Board Meeting Evaluation.
 - ii. Policy GOV-005 – Committees – Terms of Reference.
 - iii. Policy HR-001 – Recruitment for Chief and Deputy Chiefs.
 - iv. Policy HR-002 – Annual Monitoring of the Chief of Police’s Performance.
 - b) Communications Committee

Memorandum to the Thunder Bay Police Service Board from Kasey Etreni – Chair, Communications Committee, dated for the January 28, 2025 Board Meeting, distributed separately to Board members on January 27, 2025.

5. PRESENTATION

Thunder Bay Police Service – 2023 Annual Report

Using a PowerPoint presentation, Chief of Police D. Fleury provided highlights of the 2023 Annual Report for the Thunder Bay Police Service and responded to questions. He noted the following:

- The population serviced by the Thunder Bay Police Service is realistically closer to 150,000 people.

- The Thunder Bay Police Service continues to have the highest clearance rate in the country.
- There has been an increase in family violence.
- There have been positive steps in terms of community outreach and building trust with our Indigenous community.
- Policing is expensive and will continue to be expensive. The Service is working hard to be efficient for the betterment of the community.

6. REPORTS OF THE THUNDER BAY POLICE SERVICE

a) Thunder Bay Police Service – Joint Health & Safety Committee

Report No. 02/25 (Police), relative to the semi-annual report from the Joint Health and Safety Committee (July – December, 2024), was presented for the Board’s information.

Deputy Chief of Police J. Pearson provided an overview of the activities of the TBPS Joint Health and Safety Committee for the period July 1, 2024 to December 31, 2024 and responded to questions.

A brief discussion followed on adding key indicators to this report.

Deputy Chief Pearson provided a brief overview of use of force training and responded to questions in this regard.

b) Quarterly Complaints

Report No. 04/25 (Police), relative to the summary of complaints for Q4 of 2024 (October, November and December, 2024), was provided for the Board’s information.

Staff Sergeant S. Beaulieu, Thunder Bay Police Service, provided an overview of Report No. 04/25. She confirmed that the Service does track complaints that are deemed “frivolous” in nature.

With respect to this report, Mayor K. Boshcoff noted that it is important for the community to know that there are many checks and balances in place to ensure justice and to protect both the force and the public in a fair way.

c) Secondary Activities Report

Report No. 05/25 (Police) relative to the secondary activities/employment of members of the Thunder Bay Police Service, including Paid Duty Assignments, was provided for the Board’s information.

Deputy Chief of Police J. Pearson provided an overview relative to the above noted report; he noted that there were no secondary activity requests in month of December, 2024.

d) Annual Training Report

Report No. 06/25 (Police), relative to a summary of training for the Thunder Bay Police Service for the period January 2024 to December 2024, was provided for the Board's information.

Deputy Chief of Police Pearson provided an overview and responded to questions.

The Board requested compliance rates for each section, and asked that the report include the number of staff members off on various types of leaves of absence. They also requested that the Service ensures that this report aligns with CSPA requirements.

The report will be updated with the above noted requests and re-presented at the February meeting of the Board.

e) Organization Chart

The Organization Chart for the Thunder Bay Police Service was presented for the Board's information.

Chief of Police D. Fleury provided a snapshot of the senior team and noted the addition of the Deputy Chief of Police – Administration, the Director of Human Resources, and the Director of Corporate Communications. After some discussion, the position of Director of Corporate Communications will be moved to a subordinate position indicating that they report to the Chief of Police.

Councillor K. Etrene noted that on other organization charts the Board of Directors is normally included. Accordingly, our Board should be included on this organization chart.

f) Yatim Inquest Recommendations

Memorandum relative to recommendations to Ontario Police Services made from the Yatim Inquest was distributed separately with the Regular Meeting agenda for the Board's information.

Deputy Chief of Police J. Pearson provided an overview of the subject incident, the report and recommendations. He noted that the Service is well positioned with regard to complying with these recommendations.

7. GENERAL MATTERS

a) 2025 OAPSB Membership Fees

Invoice No. 75, dated October 21, 2024, relative to the Police Service Board's membership fee for the Ontario Association of Police Services Boards (OAPSB), was provided for the Board's information, consideration, and authorization to pay.

Mr. J. Hannam, Secretary, provided an overview of the significant increase in membership fees from 2024, and provided a brief overview of the purpose of the OAPSB, their advocacy and benefits of membership.

It was noted that an explanation of the increase was provided at the December, 2024 Zone 1 meeting; however, the Board requested that a letter be sent to the OAPSB requesting an explanation in writing. Discussion was held on the membership fees for the Toronto Police Service, a substantially larger service, as compared to what the Board is being charged for 2025. It was suggested that another category for smaller boards be created.

Mr. J. Hannam and Chair Machado will draft a letter to the OAPSB and will circulate it among Board members for approval prior to sending to the OAPSB.

MOVED BY: Councillor K. Etrene
SECONDED BY: Mr. W. Bahlieda

With respect to Invoice No. 75 from the Ontario Association of Police Services Boards, dated October 21, 2024, in the amount of \$11,865.00 for the 2025 Membership Fees, we authorize payment.

CARRIED

b) Inspectorate General of Policing Memorandum

Memorandum to All Chiefs of Police and Chairs, Police Services Boards from Ryan Teschner, Inspector General of Policing of Ontario, relative to changes to the *Community Safety and Policing Act, 2019*, was provided for the Board's information.

Inspector General Advisory Bulletin 1.1: How Policing is Delivered and Associated Compliance Requirements, was distributed separately with the Regular Meeting agenda for the Board's information.

Mr. J. Hannam, Secretary, provided an overview and noted that it was focusing on how policing is delivered in Ontario, as well as compliance. The memorandum and bulletin are largely directed at the Chief of Police, but were distributed for the Board's information.

c) Notice of Motion – Staffing Model

Memorandum to the Thunder Bay Police Service Board from Denise Baster, Board Vice Chair, dated January 21, 2025, relative to a Notice of Motion on the staffing model adopted on April 23, 2024, was provided for the Board's information.

Mr. J. Hannam advised that this motion requires a mover, but is not for debate at today's meeting. It will be debated at the Board's next meeting in February.

MOVED BY: Councillor K. Etreni

With respect to the staffing model adopted by the Thunder Bay Police Service Board at its meeting April 23, 2024, we recommend that the Board amend that decision by identifying the Board Administrator position as a full time position, to be entitled ‘Executive Director to the Board’;

AND THAT a position description for the position be developed for the approval of the Board;

AND THAT a recruitment be undertaken to fill the position.

d) Review of Procedures for Family Communications

Memorandum to the Thunder Bay Police Service Board from John S. Hannam, Secretary, dated January 26, 2025 was distributed separately as additional information to the Board on January 27, 2025.

Memorandum to the Thunder Bay Police Service Board from Kasey Etreni – Chair, Communications Committee, dated for the January 28, 2025 Board Meeting, was distributed separately by Councillor Etreni to Board members on January 27, 2025.

Councillor K. Etreni provided an overview of her memorandum, and suggested that procedures for contacting next of kin be reviewed.

A response from the Thunder Bay Police Service will be presented at the Regular Meeting of the Board in February.

Chair K. Machado requested that the Service’s policies/procedures in this regard to be sent to members of the Board as soon as possible following the meeting, as part of the Board’s due diligence (for review prior to the February, 2025 presentation).

MOVED BY: Ms. D. Baxter
SECONDED BY: Councillor K. Etreni

With respect to the procedures and practices of the Thunder Bay Police Service on communications with victims, their families and the public in general, we recommend that the Thunder Bay Police Service Board request of the Chief of Police a report on such procedures, including copies of them, for the review and understanding of the Board;

AND THAT the report include such suggestions for improvements to the procedures that the Chief may wish to make;

AND THAT the report be presented no later than the Board's scheduled meeting of March 18, 2025.

CARRIED

8. NEW BUSINESS

a) 2024 Budget Summary

Memorandum to the Thunder Bay Police Service Board from John S. Hannam, Secretary, dated January 26, 2025, relative to a summary of the Board's 2024 budget was distributed separately as additional information for the Board on January 27, 2025.

Mr. J. Hannam, Secretary, provided an overview and noted that this is not a year-end report. He advised that the budget is currently sitting with a positive variance of \$50,000.

Mayor K. Boshcoff, through the Chair, requested a breakdown of the consulting fees and the professional fees. Mr. Hannam will provide the requested information at the February meeting.

b) Advocacy at ROMA

Memorandum to the Thunder Bay Police Service Board from Mayor Ken Boshcoff and Councillor Kasey Etrene, dated for the January 28, 2025 Board Meeting, relative to advocacy at ROMA, was distributed separately to the Board by Councillor Kasey Etrene on January 27, 2025.

Councillor K. Etrene provided an overview and noted the importance of advocacy and bringing forward the concerns of the Board and the Service to the Solicitor General.

Member D. Baxter thanked Mayor Boshcoff and Councillor Etrene for their efforts and advocacy at a provincial level.

9. CLOSED MEETING AGENDA ITEMS

In accordance with and subject to Section 44 of the *Community Safety and Policing Act, 2019*, the following matters will be discussed in a closed meeting of the Board prior to the public meeting scheduled for January 28, 2025:

1. Update from Legal Counsel
2. Update on Labour Relations
3. Provision of Legal Services
4. Provision of Communication Services
5. Appointment to Governance Committee
6. Digital Evidence Management Unit
7. Policing Services for the Municipality of Neebing

THUNDER BAY POLICE SERVICE BOARD (TBPSB)

REGULAR MEETING

January 28, 2025

Page 8 of 8

8. Investigative Report on Complaint from the Inspectorate of Policing
9. Inspectorate of Policing – Data Collection

10. CONFIRMING BY-LAW

MOVED BY: Councillor K. Etreni

SECONDED BY: Mayor K. Boshcoff

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Chair and Secretary to the Thunder Bay Police Service Board, sealed and numbered:

1. A By-law to confirm the proceedings of a Regular Meeting of The Thunder Bay Police Service Board, this 28th day of January, 2025.

Explanation: Confirmation of the proceedings and each motion, resolution and other action passed or taken by the Thunder Bay Police Service Board at this meeting is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

BY-LAW NUMBER: PC2-2025

CARRIED

11. ADJOURNMENT

The meeting adjourned at 12:20 p.m.



Thunder Bay District Health Unit Board of Health Meeting Minutes

DATE OF THE MEETING: JANUARY 15, 2025

TIME OF THE MEETING: IMMEDIATELY FOLLOWING THE ANNUAL GENERAL MEETING (1:14 PM)

PLACE OF THE MEETING: FIRST FLOOR BOARDROOM / VIDEOCONFERENCE

CHAIR: MR. JAMES MCPHERSON

BOARD MEMBERS PRESENT:
Mr. Grant Arnold
Ms. Cindy Brand
Mr. Paul Malashewski
Ms. Kasey Etreni
Mr. James McPherson
Mr. Allan Mihalcin
Mr. Jim Moffat
Ms. Donna Peacock
Mr. Don Smith
Mr. Todd Wheeler
Ms. Lucy Belanger
Ms. Cynthia Olsen

ADMINISTRATION PRESENT:
Dr. Janet DeMille, Medical Officer of Health and Chief Executive Officer
Ms. Diana Gowanlock, Director – Health Protection
Mr. Dan Hrychuk, Director – Corporate Services
Ms. Shannon Robinson, Director – Health Promotion
Ms. Dana Wilson, Associate Director – Communications & Strategic Initiatives
Ms. Shelley Oleksuk, Administrative Assistant – Health Promotion

REGRETS:
Ms. Kristine Thompson

RECORDER:
Ms. Sunena Shetty, Executive Assistant and Secretary to the Board of Health

ABSENT:
Dr. Mark Thibert

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Chair called the meeting to order at 1:19pm.

2. ATTENDANCE AND ANNOUNCEMENTS

The Chair presented regrets from Ms. Kristine Thompson.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. AGENDA APPROVAL

The agenda was approved as presented.

Resolution No. 05-2025

Moved By: C. Olsen

Seconded By: K. Etreni

THAT the Agenda for the Regular Board of Health Meeting to be held on January 15, 2025 be approved.

CARRIED

5. INFORMATION SESSION

There is no information session scheduled.

6. MINUTES OF THE PREVIOUS MEETINGS

The minutes of the Regular & Closed Session Meetings held on December 18, 2024 were approved.

Resolution No. 06-2025

Moved By: K. Etreni

Seconded By: C. Olsen

THAT the Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meetings held on December 18, 2024 be approved.

CARRIED

7. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the previous minutes.

8. BOARD OF HEALTH (CLOSED SESSION) MEETING

There is no closed session scheduled.

9. DECISIONS OF THE BOARD

9.1 aPHa Winter Symposium

A memorandum from Dr. J. DeMille (Medical Officer of Health and Chief Executive Officer) dated January 15, 2025 and containing a resolution relative to approval of attendance at the Association of Local Public Health Agencies (aPHa) Winter Symposium was presented to the Board.

Moved By: K. Etreni

Seconded By: C. Olsen

THAT the following members of the Board be authorized to attend the alPHa 2025 Winter Symposium to be held virtually on February 14, 2025:

1. James McPherson
2. Don Smith
3. Cynthia Olsen
4. Grant Arnold
5. Paul Malashewski

AND THAT all related expenses be paid in accordance to Board of Health Policy No. BH-02-04 – Remuneration and Expense.

CARRIED

10. COMMUNICATIONS FOR INFORMATION

10.1 Mileage Rate 2025

A memorandum from D. Hrychuk (Director of Corporate Services) relative to providing the Board of Health with the 2025 mileage reimbursement rate set by the Canada Revenue Agency, for information, was presented to the board.

10.2 2024 Nutritious Food Basket: Monitoring Food Affordability and Household Food Insecurity

A memorandum from S. Robinson (Director of Health Promotion) dated January 15, 2025 relative to providing the Board of Health with information on the Nutritious Food Basket Survey and its implications for population health in the Thunder Bay district, for information. S. Robinson introduced Kim McGibbon (Public Health Nutritionist) who provided a presentation on the 2024 Nutritious Food Basket Survey and responded to questions and comments from the board.

10.3 Youth Violence Prevention Project in Thunder Bay & District – Final Report

Report No. 01-2025 (Children, Youth and Families) relative to providing the Board with information on the Youth Violence Prevention Project (YVPP) that happened from October 2018 to September 2024, funded by the Public Health Agency of Canada's Preventing Gender Based Violence: The Health Perspective Investment. M. Stewart answered questions and comments from the board.

10.4 Board of Health Member Orientation and Continuing Education

A memorandum from Dr. J. DeMille (Medical Officer of Health and Chief Executive Officer) dated January 15, 2025, relative to requesting input from the Board of Health with respect to Board member orientation and continuing education was presented to the Board. Dr. DeMille asked for suggestions and feedback from the board.

K. Etreni suggested adding governance training to add to board member orientation package.

10.5 MOH/CEO Update

Dr. J. DeMille (Medical Officer of Health and Chief Executive Officer) provided an update relative to the pillars of strengthening public health and advised that the new mandate from OPHS would not be received till august 2025. She also noted that the health unit mergers are effective January 2025 and listed all the mergers. No further information on Funding- the 3rd pillar of public health, at this time.

11. NEXT MEETING

The next regularly scheduled meeting will be held on Wednesday, January 19, 2025 at 1:00 PM.

12. ADJOURNMENT

Resolution No. 08-2025

Moved By: K. Etreni

Seconded By: C. Olsen

THAT the Board of Health meeting held on January 15, 2025, be adjourned at 2:13 PM.

CARRIED



Accessibility Advisory Committee Meeting Minutes

Wednesday, November 13, 2024, 1:01 p.m.

West Thunder Community Centre

1. Accessibility Advisory Committee Meeting 07-2024

Chair: Samantha Zrobin

2. Members

Ken Bjorn, Visually Impaired or Blind Representative
Tom Brownlee, Caregiver to a Person with a Disability
John Gobeil, Developmental Disability Representative
Councillor Brian Hamilton, Council Representative
Todd Kennedy, Service Agency Representative
Tara Lennox, Learning Disability Representative
Ulysses Patola, Citizen Representative
George Saarinen, Hard of Hearing/Late Deafened Representative
John (Rob) Wheeler, Mobility Disability Representative
Samantha Zrobin, Brain Injury Representative

3. Officials

Gordon Stover, Acting Deputy City Clerk
Scott Garner, Municipal Accessibility Specialist
Flo-Ann Track, Council & Committee Clerk

4. Guests

Jessy Bogacki, Program Supervisor - Adult Fitness, Wellness & Inclusion Services
Karen Kadolph, Special Events Developer - Recreation & Culture
Kristen Pacheco, Assistant Coordinator - Festivals & Events
Louisa Costanzo, Manager - Community Safety & Well-Being
Danielle Thom, Climate Action Specialist - Growth
Tessa Soderberg, Built Environment Working Group

Kyla Moore, Citizen
Robert Tinsley, Citizen

5. Welcome and Introductions

Chair Samantha Zrobin called the meeting to order and a roundtable of introductions followed.

6. Communication Process

Council & Committee Clerk Flo-Ann Track provided an overview of the Committee's communication process.

Tara Lennox agreed to manage the speaker's list.

7. Disclosures

None.

8. Agenda Approval

MOVED BY: Ken Bjorn
SECONDED BY: Tara Lennox

WITH RESPECT to the November 13, 2024 meeting of the Accessibility Advisory Committee, we recommend that the Agenda as printed, including any additional information and new business be confirmed.

CARRIED

9. Deputations

9.1 Draft Boulevard Garden Bylaw

Purpose: Deputation

At the September 20, 2021 Committee of the Whole meeting, a resolution was passed recommending that Administration review the enforcement of a boulevard garden and maintenance bylaw as outlined in Report 120/2021 (Development & Emergency Services/Licensing & Enforcement).

At the September 23, 2024 Committee of the Whole meeting Report 349-2024 - City Manager's Office - Strategic Initiatives & Engagement, presented as a First Report and recommended the draft Boulevard Garden and Maintenance By-law, as appended to the report be approved.

At the October 21, 2024 Committee of the Whole meeting a resolution was passed deferring the re-presentation of Report 349-2024 to the November 25, 2024 Committee of the Whole meeting.

Report 349-2024-City Manager's Office-Strategic Initiatives & Engagement, for information.

Correspondence dated October 23, 2024 from citizen Kyla Moore, was received via email, requesting an opportunity to provide a deputation to the Accessibility Advisory Committee re: Accessibility Concerns - Draft Boulevard Garden By-law.

Correspondence dated November 5, 2024 from Kyla Moore providing additional information related to the Draft Boulevard Garden By-law Deputation, for information.

Kyla Moore appeared before the Committee, provided a deputation relative to the Draft Boulevard Garden By-law and responded to questions.

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

- Draft By-law
 - Limits gardening activities.
 - By-laws require enforcement and regulation.
 - Maintenance standards to ensure sidewalks are clear and free of debris.
 - Permissible uses and plants and height restrictions.
 - Bushes and shrubs create sound barriers, people with visual impairments utilize traffic noise for navigation.
 - Should require an application to ensure the location is suitable and doesn't interfere with site specific conditions.
 - Should not displace recycling and garbage placement.
 - Gardens to be located immediately in front of applicant's property.
 - Neighbours should be provided an opportunity for consultation, same required for a Minor Variance Application.

- On-street accessible parking.
 - Gardens shouldn't be within a certain distance of accessible parking spaces (residential and commercial).
 - Gardens are potential barriers for people with disabilities accessing someone's home from on-street parking.
- Should not be allowed in areas where it would displace recycling and garbage placement.
- By-laws must comply with requirements under the Accessibility for Ontarians Disability Act and the Integrated Accessibility Standards Regulation.
- Guidelines:
 - Saskatoon and Calgary provide a guideline not a by-law.
 - No Provincial accessibility legislation in Saskatchewan and Alberta.
 - Thunder Bay uses sidewalk ploughs; Property owners are responsible for sidewalk snow removal in Saskatchewan and Alberta.

The meeting recessed at 1:55 p.m.

The meeting reconvened at 2:07 p.m.

10. Presentations

10.1 City of Thunder Bay Events

Purpose: Presentation

Special Events Developer Karen Kadolph to provide a presentation on making City of Thunder Bay Events more accessible.

Special Events Developer - Recreation & Culture Karen Kadolph and Assistant Coordinator - Festivals & Events Kristen Pacheco appeared before the AAC, provided a presentation of City of Thunder Bay Events and responded to questions.

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

- City of Thunder Bay Events.
 - What are we doing well:
 - Events are inclusive and free to attend.
 - The 2025 Season of Events is listed on the City of Thunder Bay's Events web page.
 - Accommodations are provided when available.
 - Most events are hosted at locations on transit routes.
 - Community Partnerships provide additional funding for events.
 - What do we need to work on:
 - Accessible customer service training - vendors and their employees should participate in mandatory training.
 - Snow removal in parking lots, sidewalks and washrooms require additional attention during events.
 - More frequent sanding during freezing rain events.
 - More frequent snow clearing during events.
 - Place displays and vendors closer to the path of travel.
 - Provide Mobi-mats.
 - Advertise the availability of beach wheelchair and other specialized equipment.
 - Include a QR Codes with the Teddy Bear Picnic map so people can scan and go to specific vendor or service provider.
 - Future plan for festival area at waterfront:
 - Electricity strategically placed so extension cords are not placed across sidewalks.
 - Grading to prevent water from pooling.
 - Accessible washrooms.
 - Accessible shuttle for the Kite Festival at Chippewa.

- Administration is working with Thunder Bay Transit.
- Advertising:
 - Print media is still necessary for the Senior market
 - Suggestion: Publish the 2025 Event Season Calendar in the Waste Collection Calendar.
- Survey results determined that parking and accessible washrooms are still a barrier at some events.
- Affordable Access Pilot for Recreation and Transit:
 - Information and applications can be found on the Lakehead Social Planning Council's web site; programs are limited and are provided on a first come basis.
- Volunteering:
 - Volunteers must complete the on-boarding process and meet the requirements for the specific volunteer role.
 - Information and applications can be found on the City's Volunteer web page.

11. Minutes of Previous Meeting

The Minutes of Meeting 06-2024 Accessibility Advisory Committee, held on October 9, 2024 to be confirmed.

MOVED BY: Tara Lennox
SECONDED BY: Ulysses Patola

THAT the Minutes of Meeting 06-2024 Accessibility Advisory Committee, held on October 9, 2024 be confirmed.

CARRIED

12. Invisible Disabilities Awareness Week 2024

Purpose: Follow Up

At the September 11, 2024 meeting of the AAC, Members discussed opportunities to help raise awareness about invisible, hidden disabilities during Invisible Disabilities Awareness Week, recognized October 20 - 26, 2024.

At the October 9, 2024 meeting Municipal Accessibility Specialist Scott Garner confirmed a ceremonial puck drop at the October 25 Thunderwolves game to highlight Invisible Disabilities Awareness Week 2024.

Municipal Accessibility Specialist Scott Garner provided an overview of the Ceremonial Puck Drop, held at the October 25, 2024 Lakehead Thunderwolves game to raise awareness for Invisible Disabilities Awareness Week, recognized internationally October 20-26, 2024, and raising public awareness of the work of the Committee.

Member Tara Lennox dropped the ceremonial puck to start the game and Member Ken Bjorn shared copies of the Multi Year Accessibility Plan.

13. Roundtable of Accessibility Issues

Members to report on accessibility issues encountered in the community.

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

- Transit is still a barrier
 - Difficult to book last minute trips with Lift +
 - No bus service on Christmas.
 - people rely on transit to go to work.
- Host "A day in my shoes" event.
 - Experience what it is like to live with a disability.
 - Potential Open House theme.

During the discussion of the above noted, quorum was lost. The meeting continued as an information session.

14. Working Group Updates

Purpose: For Information

Municipal Accessibility Specialist Scott Garner to provide an update.

Municipal Accessibility Specialist Scott Garner advised that the Built Environment Working Group met at Hogarth Riverview Manor to review photo examples of boulevard gardens and discussed potential barriers, noted by BEWG Member

Tessa Soderberg during the Deputation - Boulevard Garden By-law held earlier in the meeting.

15. 2025 Meeting Schedule

Meetings of the Accessibility Advisory Committee will be scheduled from 1 p.m. to 3 p.m. at the Thunder Bay 55 + Centre, 700 River St. on the following dates:

Wednesday, January 8, 2025

Wednesday, February 12, 2025

Wednesday, March 12, 2025

Wednesday, April 9, 2025

Wednesday, May 14, 2025

Wednesday, June 11, 2025

Wednesday, September 10, 2025

Wednesday, October 8, 2025

Wednesday, November 12, 2025

16. Adjournment

The meeting adjourned at 3:04 p.m.



Clean, Green and Beautiful Committee Meeting Minutes

Wednesday, January 22, 2025, 10:04 a.m.

McNaughton Room - 3rd Floor, City Hall

1. Clean, Green and Beautiful Committee Meeting 01-2025

Chair: Stephen Margarit

2. Members

Councillor Rajni Agarwal, City Council
Kyle Jessiman, Medium Business Representative
Stephen Margarit, Large Business Representative
Peter Mersch, Landscape Design
Andy Puiatti, Architectural
Andrei Rosario, Youth Representative
Kennedy Bucci, Eco Superior
Heidi Strobl, Heritage Advisory Committee
Jason Veltri, Citizen Representative
Albert Viljoen, Citizen Representative

3. Officials

Louisa Costanzo, Manager - Community Safety & Well-Being
Laurie Abthorpe, Cultural Development & Public Art Coordinator
Lori Wiitala, Committee Clerk/Legislative Specialist

4. Guests

Werner Schwar, Supervisor - Parks & Open Spaces
Guy Walter, Landscape Architect - Parks & Open Spaces

5. Welcome and Disclosures of Interest

Councillor Rajni Agarwal declared a conflict of interest relative to the Fort William BIA Street Lighting Project - Request for Reallocation of Funds as she is a member of the Fort William BIA.

6. Election of Chair and Vice-Chair

Nominations for the positions of Chair and Vice-Chair of the Clean, Green & Beautiful Committee for 2025.

Committee Clerk/Legislative Specialist Lori Wiitala administered nominations for Chair of the Clean, Green & Beautiful Committee for 2025.

Councillor Rajni Agarwal nominated Stephen Margarit for the role of Chair, there were no other nominations for the role of Chair and Stephen Margarit was acclaimed for the 2025 calendar year, or until such time a replacement has been appointed.

Councillor Rajni Agarwal nominated herself for the role of Vice-Chair, there were no other nominations for the role of Vice-Chair and Councillor Rajni Agarwal was acclaimed for the 2025 calendar year, or until such time a replacement has been appointed.

The newly appointed Chair, Stephen Margarit, assumed the position for the remainder of the meeting.

7. Agenda Approval

MOVED BY: Heidi Strobl
SECONDED BY: Kyle Jessiman

WITH RESPECT to the January 22, 2025, meeting of the Clean, Green and Beautiful Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

8. Minutes of Previous Meeting

The Minutes of Meeting 07-2024 of the Clean, Green and Beautiful Committee, held on December 11, 2024, to be confirmed.

MOVED BY: Andrei Rosario
SECONDED BY: Jason Veltri

THAT the Minutes of Meeting 07-2024 of the Clean, Green and Beautiful Committee, held on December 11, 2024, be confirmed.

CARRIED

9. Review of City Projects Presentation

Supervisor - Parks & Open Spaces Werner Schwar and Landscape Architect Guy Walter provided a presentation on the City of Thunder Bay completed and ongoing projects.

Vickers Park Playground - the inclusive play hub project was deferred from 2023 and was completed July 2024. New features include accessibility for all users, a poured rubber surface, sensory play areas, adult fitness equipment, and roll-up access to many play elements.

In partnership with Lakehead Region Conservation Authority (LRCA), Fort William First Nation (FWFN) and North Shore Remedial Action Plan (RAP), planting initiatives took place at Fisherman's Park West, Mountdale Boat Launch and Boulevard Wetland.

Indigenous Engagement - put on hold due to staff transitions.

North Water Street Lookout - Phase 1 is complete.

Marina Park - festival grounds renewal is underway, a push for nature-based solutions drove the design, and will include the following;

- turn around for busses
- playground renewal
- move the stage to where the current playground is located
- secondary or stand-alone stage
- Camelot parking lot renewal
- increase spectator capacity to 15,000
- Gateway building will be a heated facility
- vendor row will have electricity and water hook-ups
- water filling stations
- Pond Pavillion buildings will receive sanitary and water upgrades
- storm and rainwater management component
- full waterfront trail, multi-use and accessible

- all-year access to heated washrooms during park hours, and seasonal restroom facilities
- raised roof viewing access
- sliding hill in winter months

The goal is to achieve the above-noted by end of 2027.

Pool 6

- Planting and Stormwater Plan Project in partnership with the City of Thunder Bay, LRCA and RAP is underway.
- Shoreline Stabilization and Indigenous Planting
- Habitat Restoration Project: Phase 2 Wetland Park - the funding application for Environment and Climate Change Canada's Great Lakes Freshwater Ecosystem Initiative was successful
- Wetland Park: Phase 1 & 2

Centennial Conservatory Project - currently in Phase 2 - renewal of Conservatory under re-construction; the outdoor event and venue space project has a proposed 2025 start date.

Projects scheduled for 2025-2026

- Education, engagement and signage initiative with LRCA, FWFN, and RAP.
- Mountdale Pavilion Building - Stormwater/Rainwater Management - potential for CGB sponsorship on this project.
 - the existing overlook and dock structure are not funded

Projects not funded by CGB

- Mission Park, Wasco Park and North Neebing Park all received LED lighting upgrades.
- In partnership with EcoSuperior, Cherry Park was de-paved.
- Working with Henderson Signs on a WWI interpretive display project.
- Wayfinding Centennial Park
- Chippewa Carousel Enclosure
 - 2 accessible washrooms
 - connected to pavillion
 - engagement for the interpretive display; working with Friends of Chippewa Park and Save the Chippewa Carousel, the tender to go out in late February, with late fall as a tentative construction start date.

James Whalen Tug - tender closes the 1st week of February; looking to salvage the upper and lower decks for display at Pool 6 and Fisherman's Park.

Vickers Park - the Public Art Committee put out a call to artists to design integrated art frames; the project will move ahead in the spring. An application for funding for an accessible washroom is still being considered. It was recommended to provide benches in the winter to accommodate skaters changing to use the skating loop.

Waverley Park and Patterson Park Fountain upgrades - Parks & Open Spaces Planning and the Engineering Department will work in collaboration with other projects to offset cost of repairs to both fountains. The committee expressed interest to contribute to the Waverley Park Fountain project and will discuss at the February meeting.

10. EcoSuperior 30th Anniversary - Painted Rain Barrel Silent Auction Sponsorship

A discussion was held relative to EcoSuperior's 30th Anniversary, and the potential for Clean, Green & Beautiful to sponsor the Painted Rain Barrel Silent Auction. The following recommendation was provided.

MOVED BY: Kyle Jessiman
SECONDED BY: Peter Mersch

WITH RESPECT to the request from EcoSuperior dated December 16, 2024, requesting sponsorship funding towards the 30th Anniversary Painted Rain Barrel Silent Auction event, we recommend contributing \$1000 from the Awards & Public Awareness budget for the event.

CARRIED

11. Review of Committees Terms of Reference and Policy

The committee discussed the Terms of Reference and the following changes were recommended.

MOVED BY: Heidi Strobl
SECONDED BY: Jason Veltri

WITH RESPECT to the Clean, Green & Beautiful Committee Terms of Reference (TOR), we recommend that the Ministry of Tourism, Culture & Sport Representative and Labour Representative positions be changed to Citizen Representatives.

CARRIED

MOVED BY: Andrei Rosario

SECONDED BY: Jason Veltri

WITH RESPECT to the Clean, Green & Beautiful Committee TOR, we recommend that the following paragraphs be added under Roles and Responsibilities:

‘Members are expected to participate in Advisory Committee meetings and be actively engaged in the planning and execution of program activities and initiatives.

Members are expected to attend all regularly scheduled meetings of the Committee as is reasonably possible, advising the Committee Clerk or Chair, in advance of any absence. Should a member fail to attend three consecutive meetings, the appointment to the Committee will be subject to review. Members who miss four meetings in a year without cause will be removed from the Committee.’

CARRIED

MOVED BY: Jason Veltri

SECONDED BY: Councillor Rajni Agarwal

WITH RESPECT to the Clean, Green & Beautiful TOR, we recommend that quorum for meetings be 50% plus 1 voting members to be in attendance.

CARRIED

MOVED BY: Peter Mersch

SECONDED BY: Jason Veltri

WITH RESPECT to the Clean, Green & Beautiful TOR, under Resources & Finances, we recommend amending paragraph 2 as follows:

‘The Office of the City Clerk will act as Clerk to the Committee and provide support including co-ordinating the distribution of agendas and minutes, correspondence to and on behalf of members, and booking of meeting rooms etc. Administrative support will be provided by the Manager - Community Safety & Well-Being and the Director - Strategy & Engagement.’

CARRIED

MOVED BY: Councillor Rajni Agarwal

SECONDED BY: Peter Mersch

WITH RESPECT to the Clean, Green & Beautiful TOR, under Deliverables we recommend that the following paragraph be added:

The Clean, Green & Beautiful logo and the City of Thunder Bay logo will be included on all outgoing correspondence.

CARRIED

The Committee recommended including that 'All correspondence will be addressed by the Chair of the Committee'; after discussion with Administration, it was advised that most of the correspondence will come from the Chair of the committee, and when appropriate, correspondence will come from Administration.

The committee discussed adding 'Thunder Bay' to the Clean, Green & Beautiful logo; Supervisor - Corporate Communications & Community Engagement will attend an upcoming meeting to discuss changes to the logo.

12. Review of High School and Emerging Projects Application Forms and Final Report Documents

The Committee reviewed the Emerging Projects and High School application forms and final report document.

The committee recommended including both the City of Thunder Bay and the Clean, Green & Beautiful logos to the Emerging Projects and High School Projects application form for consistency.

The committee will discuss the documents further at the February meeting, due to time constraints.

13. Fort William BIA Street Lighting Project - Request for Reallocation of Funds

Email correspondence received from Fort William BIA (FWBIA) Executive Director Raechel Reed, dated December 10, 2024, requesting that the committee consider approving the request to reallocate the street lighting funds to an alternate street light initiative.

The committee discussed the correspondence received from the FWBIA and the following recommendation was presented.

MOVED BY: Peter Mersch

SECONDED BY: Jason Veltri

WITH RESPECT to the email correspondence received from FWBIA Executive Director Raechel Reed, dated December 10, 2024, we recommend that the funds be redirected to the new Street Lighting proposal, adding secondary lighting posts to the existing poles, and directing the light poles towards the sidewalk.

CARRIED

14. Public Art Committee Update

Daniel Hansen to provide an update relative to Public Art Committee.

Laurie Abthorpe, Cultural Development & Public Art Coordinator provided an update on the Public Art Committee.

Snow Day event is scheduled for Monday, February 17, 2025 and will include snow sculpture creations. There is 'No Snow, No Problem' programming available if there is a lack of snow.

The Arts & Heritage Awards will be held on Thursday, October 23, 2025 at Magnus Theatre.

15. Heritage Advisory Committee Update

No update was available.

16. Round Table and Announcements

The committee discussed the Chamber of Commerce Business Excellence Awards for 2025, it was identified that nominations are open and the Clean, Green & Beautiful did not receive any correspondence about the event to date; further discussion will be held at the February meeting.

17. Next Meeting

The Clean, Green & Beautiful Committee Meetings will be held the 4th Wednesday of each month, with the exception of July and August, in the McNaughton Room, at 10:00 a.m., unless otherwise noted, as follows:

- Wednesday, February 26, 2025
- Wednesday, March 26, 2025
- Wednesday, April 23, 2025
- Wednesday, May 28, 2025
- Wednesday, June 25, 2025
- Wednesday, September 24, 2025
- Wednesday, October 22, 2025
- Wednesday, November 26, 2025
- Wednesday, December TBD

18. Adjournment

The meeting adjourned at 11:59 p.m.



Community Communications Committee Meeting Minutes

**Thursday, December 12, 2024, 4:30 p.m.
McNaughton Room - 3rd Floor, City Hall**

1. Community Communications Committee Meeting 05-2024

Vice Chair Derek Tycholas

2. Members

Councillor Rajni Agarwal
Kathryn Lyzun
Councillor Kristen Oliver
Derek Tycholas

3. Officials

John Collin, City Manager
Krista Power, City Clerk
Cynthia Olsen, Director – Strategy & Engagement
Stacey Levanen, Supervisor – Corporate Communications & Community Engagement
Crystal DePeuter, Council & Committee Clerk

4. Resource Persons

Stephanie Reid, Communications Specialist

5. Guests

Guy Galili, Zencity
Katelyn Weber, Zencity
Traci Levin, Zencity

6. Disclosures of Interest

7. Agenda Approval

MOVED BY: Kathryn Lyzun
SECONDED BY: Councillor Kristen Oliver

WITH RESPECT to the December 12, 2024 meeting of the Community Communications Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

8. Confirmation of Previous Minutes

The Minutes of Meeting 02-2024 of the Community Communications Committee, held on September 19, 2024, to be confirmed.

MOVED BY: Councillor Kristen Oliver
SECONDED BY: Kathryn Lyzun

THAT the Minutes of Meeting 02-2024 Community Communications Committee, held on September 19, 2024, be confirmed.

CARRIED

9. Citizen Satisfaction Survey

Director-Strategy & Engagement Cynthia Olsen provided an overview and introduced guests Katelyn Weber and Traci Levin from Zencity to present the results of the Citizen Satisfaction Survey and respond to questions. Highlights included:

- This survey ran July to September 2024.
- There was a strong sample size of 1140 residents surveyed.
- 39% of respondents were satisfied and 37% of respondents were neutral with respect to the overall quality of life.
- 64% of respondents indicated that they are likely to be living in Thunder Bay 5 years from now.
- Social connections and Lakes & Mountains were the top two favourite things about living in Thunder Bay.

- 34% of respondents indicated homelessness as the thing they would most want to change.
- Trends are showing an increase in satisfaction.

Discussion was held regarding timing of the survey and if satisfaction is influenced by particular seasons. The presenters advised that looking at trends over the course of several surveys is more valuable than focusing on a single period.

Discussion was held regarding the way demographics are presented and Zencity agreed to look at reflecting additional categories in their presentation.

Director-Strategy & Engagement Cynthia Olsen advised that the results of the Citizen Satisfaction Survey will be included in the Strategic Plan update to be presented to Members of Council in the new year.

10. Communications Plan

Supervisor-Corporate Communications & Community Engagement Stacey Levanen provided an update on the Minutes podcast. Highlights included:

- As of November 15, 2024, 30 episodes of The Minutes have been released.
- The program has been downloaded 5,472 times since its inception. This is an average of approximately 189 downloads per week.
- On a weekly basis, we have about 400 viewers per week on Rogers TV. Tbaytel hosts the podcast as part of its on-demand function, with the episodes downloaded about 100 times total.
- CKSI Radio (90.5 FM) also plays each episode twice. They are not a subscriber to Numeris, and there is no official data on their listenership.
- Thunder Bay Television is slated to carry The Minutes on CKPR TV in early 2025.
- City of Thunder Bay YouTube channel sees an average of 43 views per week.
- With respect to social media, the most appropriate values are:
 - Instagram: Average of 610 views/week
 - Facebook: Average of 12,421 views/week

- There are approximately 1,076 views of the Facebook Reel per week.
- In total, there have been approximately 14,000 views or listens/week, although they are not necessarily the complete episode.

Discussion was held relative to the value of the podcast initiative. It was determined that a presentation to Members of Council would be done in the new year.

11. Survey Process for Engagement

Discussion on survey engagement strategies for community residents.

The Chair shared feedback received from residents on challenges they face in accessing the survey on line.

Discussion was held regarding passwords and online access. Communication Specialist Stephanie Reid advised that there is both technical and phone support available for challenges with passwords and account access. The committee was also advised that surveys are available in a paper format at all of the library branches and City Hall.

Discussion was held regarding the design of questions with respect to the information Administration is seeking from the public.

Discussion was held regarding the length of time surveys are open and that the ideal period is 2-3 weeks.

Discussion was held regarding the Public Engagement Framework and the methods used for public engagement in addition to the survey. These include but are not limited to Ward Meetings and At-Large Townhalls; direct email or phone calls to Administration or Members of Council; and formal deputations to Council.

13. Next Meeting

The Community Communication Committee meets bimonthly on the third Thursday of the month, or at the call of the Chair. The proposed schedule for 2025 is:

- February 20
- April 17
- June 15

- September 18
- November 20

The next meeting is scheduled for Thursday, February 20, 2025, at 4:30 p.m. in the McNaughton Room, City Hall.

14. Adjournment

The meeting adjourned at 5:50 p.m.



Heritage Advisory Committee Meeting Minutes

**Thursday, November 28, 2024, 5:00 p.m.
McNaughton Room - 3rd Floor, City Hall**

1. Heritage Advisory Committee Meeting 07-2024

Vice-Chair: Douglas Yahn

2. Members

Jennifer Bonazzo
Carla Chisel
Kimberly Costa
Frank Gerry
Ahsanul Habib
Councillor Greg Johnsen
Heidi Strobl
Douglas Yahn, Vice-Chair

3. Officials

Christina Wakefield, City Archivist
Gordon Stover, Committee & Meeting Management System Coordinator

4. Resource Persons

Laurie Abthorpe, Coordinator – Cultural Development & Public Art

5. Guests

Brian Shott, Contract Coordinator

6. Land Acknowledgement

The Vice-Chair acknowledged that the Committee was meeting on the traditional territory of the Ojibwa Anishnaabe people of Fort William First Nation, signatory to the Robinson Superior Treaty of 1850, and also recognized the contributions made to the community by the Métis people.

7. Disclosures of Interest

8. Agenda Approval

MOVED BY: Frank Gerry
SECONDED BY: Councillor Greg Johnsen

WITH RESPECT to the November 28, 2024 meeting of the Heritage Advisory Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

9. Confirmation of Previous Minutes

The Minutes of Meeting 06-2024 of the Heritage Advisory Committee, held on October 24, 2024, to be confirmed.

MOVED BY: Councillor Greg Johnsen
SECONDED BY: Frank Gerry

THAT the Minutes of Meeting 06-2024 Heritage Advisory Committee, held on October 24, 2024, be confirmed.

CARRIED

10. Whalen Building - HVAC Upgrades

Brian Shott, Contract Coordinator appeared before Committee and provided an overview of the proposed HVAC upgrade plans to the 8th floor of the Whalen Building.

Discussion was held relative to the plans, as presented.

MOVED BY: Heidi Strobl
SECONDED BY: Ahsanul Habib

WITH RESPECT to the 8th floor HVAC upgrade renovation plans for the Whalen Building – 34 Cumberland Street North, a designated Heritage Property, the Heritage Advisory Committee approves in principle the proposed renovation/replacement plans, as presented by Brian Shott at the November 28, 2024 Committee meeting;

AND THAT the Heritage Advisory Committee confirms that the plans/building material as presented do not conflict with the significant heritage features of the building;

AND THAT a copy of this resolution be forwarded to The City of Thunder Bay's Building Division, if required.

CARRIED

11. Committee Member Term Lengths and Vacancies

Committee & Meeting Management System Coordinator Gordon Stover advised the Committee of the current and upcoming Committee member vacancies. Public notice and application forms will be released in February 2025. The Committee was advised to complete and submit prior to the deadline.

12. Terms of Reference

Committee & Meeting Management System Coordinator Gordon Stover provided copies of the 2025 Heritage Advisory DRAFT Terms of Reference for review. Discussion was held relative to the proposed changes to the 'Expectations of Committee Members' section and the 'Expectations of the Heritage Researcher' section.

City Archivist Christina Wakefield advised that proposed changes will be finalized and re-presented for approval at the January 2025 Committee meeting.

13. Heritage Register and Designation Update

City Archivist Christina Wakefield provided an update relative to the heritage consultant selection progress, property designation list and the role of subcommittee.

The procurement process for a heritage consultant has started. Request for Quotes will begin in the early new year.

Concerns were expressed whether the Heritage Advisory Committee will have input into the RFQ process or if the decision is only with the Office of the City Clerk.

Committee involvement will be included when suggesting properties for designation as well as assisting with researching the properties. City Archivist and the Heritage Consultant will be the only ones contacting property owners.

Christina Wakefield provided an updated list of the research available at the Archives for the prioritized Heritage Register properties, for information.

A further breakdown of the specific roles and tasks for the heritage consultant will be provided to the Committee at the next meeting.

14. Committee Member Updates

14.1 Clean, Green and Beautiful Update

Heidi Strobl provided an update relative to the upcoming public art display that will be located in Vickers Park.

14.2 Thunder Bay Historical Museum Update

Frank Gerry provided information relative to the upcoming 2nd Annual Historical Film Festival scheduled for Sunday, December 1, 2024 at the Community Auditorium. The event is free admission.

The Committee was also advised that a new exhibit entitled "A Journey Through Time: Archaeology of Northwestern Ontario and the Lake Superior Area" has been opened at the Museum. It will run until March 2025.

14.3 Cultural Plan Steering Committee Update

No update was provided.

14.4 Public Art Committee Update

Courtney Turner advised that the Public Art Committee will be involved in upcoming projects including the 2025 Arts & Heritage Awards, Vickers Park art installations and the re-vitalization of Victoria Avenue and the North-Core area.

15. Arts & Heritage Awards 2025

Coordinator - Cultural Development & Public Art Laurie Abthorpe provided an update on the sub-committee for the 2025 Arts & Heritage Awards. The sub-committee has asked for 3 Heritage Advisory Committee Members to participate. An email follow-up will be sent in the coming days for volunteers. Next meeting will be scheduled in January 2025.

16. New Business

16.1 Heritage Researcher Updates

City Archivist Christina Wakefield provided information relative to a Conservatory tour that has been scheduled for Tuesday, December 10, 2024 and is open to all Committee Members to attend. Meeting invite will be sent out.

The Committee was also advised that a 1 hour training session for the Ontario Heritage Act and Designation has been scheduled with a consultant for Thursday, December 19, 2024 and is open to all Committee Members to attend. Meeting invite will be sent out.

17. Next Meeting

The next meeting is scheduled for Thursday, January 23, 2025 at 5:00 p.m. in the McNaughton Room, City Hall.

18. Adjournment

The meeting adjourned at 6:10 p.m.



Inter-Governmental Affairs Committee Meeting Minutes

Wednesday, February 12, 2025, 4:00 p.m.

MS Teams

1. Inter-Governmental Affairs Committee Meeting 02-2025

Vice-Chair: Councillor Shelby Ch'ng

2. Members

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

3. Officials

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

4. Resource Persons

Larry Joy, Policy Assistant to the Mayor
Stacey Levanen, Supervisor, Corporate Communications & Community Engagement

5. Disclosures of Interest

6. Agenda Approval

MOVED BY: Councillor Dominic Pasqualino

SECONDED BY: Councillor Kasey Etreni

WITH RESPECT to the February 12, 2025 meeting of the Inter-Governmental Affairs Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

7. Confirmation of Previous Minutes

The Minutes of Meeting 01-2025 of the Inter-Governmental Affairs Committee, held on January 8, 2025, to be confirmed.

MOVED BY: Councillor Dominic Pasqualino

SECONDED BY: Councillor Kasey Etreni

THAT the Minutes of Meeting 01-2025 Inter-Governmental Affairs Committee, held on January 8, 2025, be confirmed.

CARRIED

8. Terms of Reference

Committee Terms of Reference were reviewed, as required annually.

Director of Legislative Services & City Clerk Krista Power recommended that language within the Terms of Reference be updated to provide more clarity.

Krista Power and City Manager John Collin responded to questions.

MOVED BY: Councillor Dominic Pasqualino

SECONDED BY: Councillor Kasey Etreni

THAT the Terms of Reference be referred to Director of Legislative Services & City Clerk Krista Power to report back at the March 13, 2025 Inter-Governmental Affairs Committee meeting with proposed updates for committee approval prior to approval by City Council.

CARRIED

9. Rural Ontario Municipal Association (ROMA) Conference 2025

Members provided their views on discussions with Ministers at the 2025 ROMA Conference, held in Toronto, Ontario January 19-21, 2025 and noted that meetings went well with increased engagement from Ministers.

There was discussion relative to Administration's role in inter-governmental matters and whether the corporation and Council would benefit from additional resources dedicated to inter-governmental issues.

10. Correspondence

10.1 Municipal Accountability Act, 2024

Correspondence from Town of Hawkesbury Mayor Robert Lefebvre to Hon. Paul Calandra, Minister of Municipal Affairs and Housing containing feedback relative to the proposed *Municipal Accountability Act, 2024*, for information.

11. Outstanding Items

Memorandum from Executive Administrator Leanne Lavoie, dated February 7, 2025, providing the Inter-Governmental Affairs Committee Outstanding Items List, for information.

There was discussion relative to Short Term Rentals and City Manager John Collin advised that Administration is currently working on this item.

12. New Business

12.1 New Tariffs

Councillor Kristen Oliver advised that AMO released a policy on potential new tariffs from the United States of America. There was discussion relative to possible impacts of tariffs on the municipality.

City Manager John Collin and Director of Legislative Services & City Clerk Krista Power responded to questions.

MOVED BY: Councillor Kristen Oliver
SECONDED BY: Councillor Kasey Etrene

WITH RESPECT to proposed tariffs by the United States of America, we recommend that City Council share the following information with the provincial and federal governments and associated stakeholders relative to proposed tariffs,

- City Council for the City of Thunder Bay stands resolute with the federal and provincial governments, and all municipal and business associations, as they work to eliminate the threats of tariffs and trade wars with the United States.
- We will stand ready to provide any assistance requested.
- We will remain fully responsive to providing information and support to our federal and provincial leaders as they map out the strategic way forward, and the assistance that can be offered to those affected by any future tariffs.

AND THAT if approved, a copy of the resolution passed by City Council be provided to the Federal and Provincial government, Northwestern Ontario Municipal Association (NOMA), Association of Municipalities of Ontario (AMO), Federation of Canadian Municipalities (FCM), Thunder Bay Community Economic Development Commission (CEDC), and Thunder Bay Chamber of Commerce

CARRIED

The above noted resolution will be presented to Committee of the Whole at the February 24, 2025 meeting for City Council's information and input.

13. Next Meeting

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

14. Adjournment

The meeting adjourned at 5:22 p.m.



Official Recognition Committee Meeting Minutes

**Tuesday, October 22, 2024, 4:03 p.m.
Martin Room - 3rd Floor, City Hall**

1. Official Recognition Committee Meeting 04-2024

Chair: Anthony Foglia

2. Members

Councillor Michael Zussino
Anthony Foglia
Tiffany Gervasi
Elaine Lynch
Matthew Villella

3. Officials

Dana Earle, Deputy City Clerk
Lori Wiitala, Committee Clerk/Legislative Specialist

4. Disclosures of Interest

5. Agenda Approval

MOVED BY: Matthew Villella
SECONDED BY: Councillor Michael Zussino

WITH RESPECT to the October 22, 2024, meeting of the Official Recognition Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

6. Confirmation of Previous Minutes

The Minutes of Meeting 03-2043 Official Recognition Committee, held on September 17, 2024, to be confirmed.

MOVED BY: Councillor Michael Zussino
SECONDED BY: Matthew Villella

THAT the Minutes of Meeting 03-2024 of the Official Recognition Committee, held on September 17, 2024, be confirmed.

CARRIED

7. Citizens of Outstanding Achievement Monthly Awards

7.1 Current Nominations

There were no nominations to present.

7.2 New Nominations

A call for nominations for the Citizens of Exceptional Achievement Monthly Awards.

There were no new nominations brought forward.

8. 47th Annual Citizens of Exceptional Achievement Awards Event

The committee reviewed the volunteer distribution list, the letter to organizations, the nomination form, and the media release.

Preparation will start the week of November 18th; letters to organizations will be mailed the week of November 25th, with a deadline of January 31, 2025, to receive submissions. A copy of the letter and nomination form will be included in the mailouts, and a fillable application will be available online. An external and internal media release will be issued.

In reviewing the application form, the committee agreed to include the Office of the City Clerk phone number for questions.

At the February meeting, the committee will review applications and select award recipients. At the March meeting the committee will review the documents for the 47th Annual event, including the PowerPoint presentation, speaking notes, and assigned duties.

9. Next Meeting

The next meeting will be held on Thursday, November 21, 2024, at 4:00 p.m. in the Martin Room, City Hall.

10. Adjournment

The meeting adjourned at 4:44 p.m.

Corporate Report

REPORT NUMBER 026-2025-Corporate Services-Finance		
DATE PREPARED January 31, 2025		FILE
MEETING DATE March 24, 2025		
SUBJECT Annual Report on Council, Board and Committee Expenses 2024		

RECOMMENDATION

For Information Only.

LINK TO STRATEGIC PLAN

The Annual Report on Council, Board, and Committee Expenses supports the City of Thunder Bay's strategic direction to plan and deliver cost-effective services, with a focus towards transparency and accountability of the City's financial resources.

EXECUTIVE SUMMARY

In accordance with Section 284 of the *Municipal Act, 2001*, this Report provides a detailed summary of the remuneration and expenses paid to Members of Council, as well as individuals appointed by Council to local boards or other bodies for the 2024 year.

DISCUSSION

Section 284 of the *Municipal Act, 2001* requires the Treasurer of the municipality to submit to Council, an itemized statement of the remuneration and expenses paid to each member of Council in respect of services provided as a member of Council or as an officer of the Corporation in the preceding year, and to each person appointed by Council to serve as a member of a local board or any other body in respect of services as a member of that board or other body in the preceding year.

Costs incurred by Members of Council while in the role of Acting Mayor, as per By-laws 315-2023 and 317-2024, are to be recorded on a separate line within the attachments.

Attachment 1 provides a summary of the total remuneration and expenses paid to Members of Council and to Council Appointees to Local Boards and other bodies for 2024.

Attachment 2 provides an itemized statement of the remuneration and expenses included in Attachment 1. This schedule breaks down the amounts paid to Council Members and Council Appointees by the City of Thunder Bay, outside Boards/Committees and other bodies.

Attachment 3 provides the details of salaries and allowances paid to Members of Council by the City of Thunder Bay and by the Thunder Bay Police Services Board.

Attachment 4 provides the details of the statutory and fringe benefits paid by the City on behalf of the Members of Council in 2024.

FINANCIAL IMPLICATION

The details of the remuneration and expenses are as provided in the Attachments to this Report.

CONCLUSION

It is concluded that this Report should be received for information purposes, as required under the *Municipal Act, 2001*.

REFERENCE MATERIAL ATTACHED

Attachment 1 – Summary of Remuneration and Expenses Paid to Council and Council Appointees - 2024

Attachment 2 – Details of Remuneration and Expenses Paid to Council and Council Appointees - 2024

Attachment 3 – Members of Council - City Paid Salaries and Allowances - 2024

Attachment 4 – Members of Council - City Paid Statutory and Fringe Benefits - 2024

REPORT PREPARED BY

Andrea Morrison CPA, CA, Director - Finance – Corporate Services

REPORT SIGNED AND VERIFIED BY

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

03/14/2025 (MM/DD/YEAR)

Summary of Remuneration and Expenses
Paid to Council and Council Appointees - 2024
(as per Attachment 2)

	Remuneration			Expenses			Total Remuneration & Expenses
	City	Boards/Other Bodies	Total Remuneration	City	Boards/Other Bodies	Total Remuneration	
City Council							
AGARWAL, R.	43,847	-	43,847	6,298	-	6,298	50,145
AIELLO, A.	43,770	3,725	47,495	3,011	618	3,629	51,124
BENTZ, M.	47,271	2,690	49,961	2,414	1,911	4,325	54,286
BOSHCOFF, K.	114,995	4,150	119,145	10,560	6,328	16,887	136,033
CH'NG, S.	47,271	-	47,271	2,981	4,253	7,235	54,505
ETRENI, K.	54,285	3,425	57,710	978	6,137	7,115	64,825
FOULDS, A.	47,271	-	47,271	6,159	-	6,159	53,430
GIERTUGA, T.	47,271	-	47,271	2,753	798	3,551	50,821
HAMILTON, B.	47,271	5,775	53,046	3,929	1,006	4,935	57,980
JOHNSEN, G.	43,847	3,000	46,847	2,859	618	3,477	50,324
OLIVER, K.	47,271	1,200	48,471	1,562	743	2,305	50,776
PASQUALINO, D.	47,271	3,125	50,396	3,144	-	3,144	53,539
ZUSSINO, M.	47,271	-	47,271	1,029	-	1,029	48,300
Subtotal City Council	\$ 678,909	\$ 27,090	\$ 705,999	\$ 47,675	\$ 22,412	\$ 70,088	\$ 776,087

Summary of Remuneration and Expenses
Paid to Council and Council Appointees - 2024
(as per Attachment 2)

	Remuneration			Expenses			Total Remuneration & Expenses
	City	Boards/Other Bodies	Total Remuneration	City	Boards/Other Bodies	Total Remuneration	
City Appointees							
ARMSTRONG, G.	-	12,607	12,607	-	18,938	18,938	31,546
BAHLEDA, W.	-	6,117	6,117	-	-	-	6,117
BAXTER, D.	-	6,117	6,117	-	-	-	6,117
BERGERON, A.	-	4,866	4,866	-	8,372	8,372	13,238
BUSHBY, P.	-	41,913	41,913	-	11,759	11,759	53,671
CARPENTER, D.	-	2,690	2,690	-	3,131	3,131	5,822
DARLING, C.	-	29,524	29,524	-	3,956	3,956	33,481
ECCLES, B.	-	8,252	8,252	-	17,150	17,150	25,402
FENTON, L.	-	-	-	-	127	127	127
FETTES, K.	-	-	-	-	2,255	2,255	2,255
FITZPATRICK, P.	-	23,825	23,825	-	4,076	4,076	27,901
GALE, N.	-	600	600	-	-	-	600
GOBEIL, J.	-	-	-	-	76	76	76
HEALEY, P.	-	39,926	39,926	-	9,976	9,976	49,902
HELL, R.	-	17,793	17,793	-	-	-	17,793
HENDRICK, S.	-	-	-	-	1,060	1,060	1,060
LENNOX, T.	-	-	-	-	16	16	16
LEWIS, S.	-	-	-	-	127	127	127
MACHADO, K.	-	7,136	7,136	-	-	-	7,136
MCGRAW, C.	-	-	-	-	2,319	2,319	2,319
NOEL, S.	-	21,879	21,879	-	3,694	3,694	25,573
OLSEN, C.	-	-	-	-	406	406	406
POTTS, S.	-	41,558	41,558	-	4,035	4,035	45,593
REID, D.	-	23,862	23,862	-	3,967	3,967	27,829
SAHI, A.	-	2,690	2,690	-	4,748	4,748	7,439
SHANKS, D.	-	23,577	23,577	-	4,344	4,344	27,921
STREIB, B.	-	-	-	-	127	127	127
THOMPSON, K.	-	-	-	-	448	448	448
TOPATIGH, D.	-	4,866	4,866	-	4,929	4,929	9,795
TREFFRY, G.	-	33,394	33,394	-	4,844	4,844	38,238
VASINELLI, M.	-	4,866	4,866	-	2,964	2,964	7,830
WALBERG, M.	-	8,252	8,252	-	4,896	4,896	13,148
WEBBER, J.	-	9,663	9,663	-	7,887	7,887	17,550
Subtotal City Appointees	\$ -	\$ 375,974	\$ 375,974	\$ -	\$ 130,626	\$ 130,626	\$ 506,601
Total	\$ 678,909	\$ 403,065	\$ 1,081,974	\$ 47,675	\$ 153,038	\$ 200,714	\$ 1,282,687

Details of Remuneration and Expenses
Paid to Council and Council Appointees to Local Boards and Other Bodies - 2024

	Remuneration			Expenses							Total Remuneration and Expenses
	Remuneration per (Attachment 3)	Fringes per (Attachment 4)	Total	Telecomm	Transportation	Accommodation	Registration	Per Diem	Other	Total Expenses	
City Council											
AGARWAL, R.	35,566	8,281	43,847	672	809	1,808	2,502	234	272	6,298	50,145
AIELLO, A.	35,566	8,204	43,770	1,970	-	-	75	-	966	3,011	46,781
BENTZ, M.	35,566	11,705	47,271	1,887	-	-	-	-	527	2,414	49,684
BOSHCOFF, K.	110,623	4,372	114,995	1,109	3,470	1,835	2,777	478	892	10,560	125,555
CH'NG, S.	35,566	11,705	47,271	2,203	-	-	176	-	602	2,981	50,252
ETRENI, K.	41,566	12,719	54,285	699	-	-	-	-	279	978	55,263
FOULDS, A.	35,566	11,705	47,271	4,695	-	-	-	-	1,464	6,159	53,430
GIERTUGA, T.	35,566	11,705	47,271	2,175	-	-	-	-	578	2,753	50,023
HAMILTON, B.	35,566	11,705	47,271	2,134	-	-	135	-	1,659	3,929	51,199
JOHNSEN, G.	35,566	8,281	43,847	778	-	-	-	-	2,081	2,859	46,706
OLIVER, K.	35,566	11,705	47,271	975	-	-	-	-	587	1,562	48,833
PASQUALINO, D.	35,566	11,705	47,271	2,188	-	-	-	-	955	3,144	50,414
ZUSSINO, M.	35,566	11,705	47,271	672	-	-	-	-	357	1,029	48,300
Subtotal City Council	\$ 543,412	\$ 135,497	\$ 678,909	\$ 22,157	\$ 4,279	\$ 3,642	\$ 5,665	\$ 712	\$ 11,221	\$ 47,675	\$ 726,584

Details of Remuneration and Expenses
Paid to Council and Council Appointees to Local Boards and Other Bodies - 2024

	Remuneration			Expenses							Total Remuneration and Expenses
	Remuneration per (Attachment 3)	Fringes per (Attachment 4)	Total	Telecomm	Transportation	Accommodation	Registration	Per Diem	Other	Total Expenses	
Accessibility Advisory Committee											
GOBEIL, J.	-	-	-	-	-	-	-	-	76	76	76
LENNOX, T.	-	-	-	-	-	-	-	-	16	16	16
Subtotal	-	-	-	-	-	-	-	-	92	92	92
Inter-Governmental Affairs Committee											
BOSHCOFF, K.	-	-	-	-	2,036	1,566	1,812	221	311	5,946	5,946
CH'NG, S.	-	-	-	-	758	2,451	1,316	349	(622)	4,253	4,253
ETRENI, K.	-	-	-	-	247	3,435	2,218	236	-	6,137	6,137
PASQUALINO, D.	-	-	-	-	-	-	743	-	-	743	743
Subtotal	-	-	-	-	3,042	7,452	6,089	806	(311)	17,079	17,079
Lakehead Region Conservation Authority											
AIELLO, A.	-	-	-	-	-	-	-	618	-	618	618
GIERTUGA, T.	-	-	-	-	-	-	-	798	-	798	798
HENDRICK, S.	-	-	-	-	-	-	-	1,060	-	1,060	1,060
JOHNSON, G.	-	-	-	-	-	-	-	618	-	618	618
Subtotal	-	-	-	-	-	-	-	3,094	-	3,094	3,094
NOMA											
BOSCHCOFF, K	900	-	900	-	-	-	-	-	-	-	900
GALE,N	600	-	600	-	-	-	-	-	-	-	600
OLIVER, K.	1,200	-	1,200	-	-	-	-	-	-	-	1,200
Subtotal	2,700	-	2,700	-	-	-	-	-	-	-	2,700
Tbaytel Municipal Services Board											
DARLING, C.	29,524	-	29,524	2,400	1,309	-	-	-	248	3,956	33,481
FITZPATRICK, P.	23,825	-	23,825	2,400	1,466	210	-	-	-	4,076	27,901
HEALEY, P.	39,926	-	39,926	2,400	5,562	1,504	-	-	509	9,976	49,902
NOEL, S.	21,879	-	21,879	2,400	909	-	-	-	385	3,694	25,573
POTTS, S.	41,558	-	41,558	2,400	797	593	-	-	245	4,035	45,593
REID, D.	23,862	-	23,862	2,400	1,127	-	-	-	439	3,967	27,829
SHANKS, D.	23,577	-	23,577	2,400	1,790	-	-	-	154	4,344	27,921
TREFFRY, G.	33,394	-	33,394	2,400	976	-	950	-	518	4,844	38,238
Subtotal	237,546	-	237,546	19,200	13,937	2,308	950	-	2,498	38,892	276,438

Details of Remuneration and Expenses
Paid to Council and Council Appointees to Local Boards and Other Bodies - 2024

	Remuneration			Expenses							Total Remuneration and Expenses
	Remuneration per (Attachment 3)	Fringes per (Attachment 4)	Total	Telecomm	Transportation	Accommodation	Registration	Per Diem	Other	Total Expenses	
Thunder Bay Community Economic Development Commission Inc.											
BOSHCOFF, K.	-	-	-	-	-	-	-	-	382	382	382
FENTON, L.									127	127	127
HAMILTON, B.	-	-	-	-	-	-	-	-	127	127	127
LEWIS, S.									127	127	127
STREIB, B.	-	-	-	-	-	-	-	-	127	127	127
Subtotal	-	-	-	-	-	-	-	-	890	890	890
Thunder Bay District Health Unit											
ETRENI, K.	-	-	-	-	-	-	-	-	-	-	-
OLSEN, C.	-	-	-	-	-	-	406	-	-	406	406
THOMPSON, K.	-	-	-	-	-	-	431	16	-	448	448
Subtotal	-	-	-	-	-	-	837	16	-	854	854
District of Thunder Bay Social Services Administration Board											
AIELLO, A.	3,725	-	3,725	-	-	-	-	-	-	-	3,725
JOHNSEN, G.	3,000	-	3,000	-	-	-	-	-	-	-	3,000
PASQUALINO, D.	3,125	-	3,125	-	-	-	-	-	-	-	3,125
HAMILTON, B.	5,775	-	5,775	-	-	587	-	292	-	879	6,654
ETRENI, K.	3,425	-	3,425	-	-	-	-	-	-	-	3,425
BOSHCOFF, K	3,250	-	3,250	-	-	-	-	-	-	-	3,250
Subtotal	22,300	-	22,300	-	-	587	-	292	-	879	23,179
Thunder Bay Hydro Corporation & Synergy North Corporation Board											
ARMSTRONG, G.	12,607	-	12,607	-	2,208	1,742	1,519	12,817	653	18,938	31,546
BENTZ, M.	2,690	-	2,690	-	-	-	-	1,911	-	1,911	4,602
BERGERON, A	4,866	-	4,866	-	2,203	1,673	-	3,812	683	8,372	13,238
CARPENTER, D.	2,690	-	2,690	-	621	435	-	1,833	242	3,131	5,822
ECCLES, B.	8,252	-	8,252	-	5,367	-	-	8,784	3,000	17,150	25,402
SAHI, A.	2,690	-	2,690	-	1,873	217	-	2,390	267	4,748	7,439
TOPATIGH, D.	4,866	-	4,866	-	-	-	-	4,929	-	4,929	9,795
VASANELLI, M.	4,866	-	4,866	-	-	-	-	2,964	-	2,964	7,830
WALBERG, M.	8,252	-	8,252	-	-	-	-	4,896	-	4,896	13,148
WEBBER, J.	9,663	-	9,663	-	2,046	1,087	-	4,620	134	7,887	17,550
Subtotal	61,443	-	61,443	-	14,319	5,154	1,519	48,955	4,979	74,927	136,370

Details of Remuneration and Expenses
Paid to Council and Council Appointees to Local Boards and Other Bodies - 2024

	Remuneration			Expenses							Total Remuneration and Expenses
	Remuneration per (Attachment 3)	Fringes per (Attachment 4)	Total	Telecomm	Transportation	Accommodation	Registration	Per Diem	Other	Total Expenses	
Thunder Bay International Airports Authority											
HELL, R.	17,793	-	17,793	-	-	-	-	-	-	-	17,793
Subtotal	17,793	-	17,793	-	-	-	-	-	-	-	17,793
Thunder Bay Police Services Board											
BAHLIEDA, W	6,000	117	6,117	-	-	-	-	-	-	-	6,117
BAXTER, D	6,000	117	6,117	-	-	-	-	-	-	-	6,117
BOSHCOFF, K	-	-	-	-	-	-	-	-	-	-	-
CH'NG, S	-	-	-	-	-	-	-	-	-	-	-
ETRENI, K	-	-	-	-	-	-	-	-	-	-	-
MACHADO, K	7,000	137	7,136	-	-	-	-	-	-	-	7,136
MORRISEAU, G	-	-	-	-	-	-	-	-	-	-	-
Subtotal	19,000	371	19,371	-	-	-	-	-	-	-	19,371
Thunder Bay Public Library											
FETTES, K.	-	-	-	-	535	1,008	299	98	315	2,255	2,255
MCGRAW, C.	-	-	-	-	599	1,008	299	98	315	2,319	2,319
Subtotal			-	-	1,134	2,017	599	196	630	4,574	4,574
Thunder Bay Port Authority											
BUSHBY, P.	41,913	-	41,913	-	4,507	1,972	1,929	3,101	250	11,759	53,671
Subtotal	41,913	-	41,913	-	4,507	1,972	1,929	3,101	250	11,759	53,671
Subtotal Council Appointees To Local Boards and Other Bodies	\$ 402,694	\$ 371	\$ 403,065	\$ 19,200	\$ 36,938	\$ 19,491	\$ 11,923	\$ 56,460	\$ 9,028	\$ 153,038	\$ 556,103
Total	\$ 946,106	\$ 135,867	\$ 1,081,974	\$ 41,357	\$ 41,217	\$ 23,133	\$ 17,587	\$ 57,172	\$ 20,249	\$ 200,714	\$ 1,282,687

Members of Council
City Paid Salaries and Allowances - 2024

	City of Thunder Bay			Thunder Bay Police Services Board	
	Salaries	Car Allowance	Subtotal Salaries & Allowances	Honorarium	Total Salaries & Allowances
AGARWAL, R.	32,816	2,750	35,566	-	35,566
AIELLO, A.	32,816	2,750	35,566	-	35,566
BENTZ, M.	32,816	2,750	35,566	-	35,566
BOSHCOFF, K.	99,823	4,800	104,623	6,000	110,623
CH'NG, S.	32,816	2,750	35,566	-	35,566
ETRENI, K.	32,816	2,750	35,566	6,000	41,566
FOULDS, A.	32,816	2,750	35,566	-	35,566
GIERTUGA, T.	32,816	2,750	35,566	-	35,566
HAMILTON, B.	32,816	2,750	35,566	-	35,566
JOHNSEN, G.	32,816	2,750	35,566	-	35,566
OLIVER, K.	32,816	2,750	35,566	-	35,566
PASQUALINO, D.	32,816	2,750	35,566	-	35,566
ZUSSINO, M.	32,816	2,750	35,566	-	35,566
Total	\$ 493,613	\$ 37,799	\$ 531,412	\$ 12,000	\$ 543,412

Members of Council
City Paid Fringe Benefits - 2024

	Canada Pension Plan	Employer Health Tax	Dental	Vision	Semi-Private	Extended Health Care	Life Insurance	AD & D	LTD	OMERS	Total Fringe Benefits
AGARWAL, R.	1,921	698	884	74	57	1,200	200	26	-	3,221	8,281
AIELLO, A.	1,921	698	1,799	217	115	8	200	26	-	3,221	8,204
BENTZ, M.	1,921	698	1,799	217	115	3,509	200	26	-	3,221	11,705
BOSHCOFF, K.	-	2,157	884	74	57	1,200	-	-	-	-	4,372
CH'NG, S.	1,921	698	1,799	217	115	3,509	200	26	-	3,221	11,705
ETRENI, K.	2,278	815	1,799	217	115	3,509	200	26	-	3,761	12,719
FOULDS, A.	1,921	698	1,799	217	115	3,509	200	26	-	3,221	11,705
GIERTUGA, T.	1,921	698	1,799	217	115	3,509	200	26	-	3,221	11,705
HAMILTON, B.	1,921	698	1,799	217	115	3,509	200	26	-	3,221	11,705
JOHNSEN, G.	1,921	698	884	74	57	1,200	200	26	-	3,221	8,281
OLIVER, K.	1,921	698	1,799	217	115	3,509	200	26	-	3,221	11,705
PASQUALINO, D.	1,921	698	1,799	217	115	3,509	200	26	-	3,221	11,705
ZUSSINO, M.	1,921	698	1,799	217	115	3,509	200	26	-	3,221	11,705
Total	\$ 23,413	\$ 10,649	\$ 20,638	\$ 2,389	\$ 1,319	\$ 35,184	\$ 2,402	\$ 308	\$ -	\$ 39,195	\$ 135,497

Canada Pension Plan

Mandatory to age 70 or until receipt of pension.

Employer Health Tax

Standard ward coverage, physicians fees, etc.

Dental

Payment in accordance with the prior year's O.D.A. rates (basic dental and denture repair).

Vision Care

\$400 towards eyeglasses in each 24 month period (includes eligible dependants).

Semi-Private

Coverage for difference between standard ward and semi-private room rate.

Extended Health Care (EHC)

Coverage for drugs, private nursing, difference between semi-private and private room rate, paramedical services, etc.

Life Insurance and AD & D

Twice annual salary rounded to next highest thousand.

OMERS

Pension plan.

LTD

Long Term Disability (Mayor Only) 75% of monthly earnings, 2-year Own Occupation, annual cost of living increases and payable to age 65.

Corporate Report

REPORT NUMBER 098-2025-City Manager's Office-Human Resources

DATE

PREPARED

February 19, 2025

FILE

MEETING DATE

March 24, 2025

SUBJECT

2025 Council Remuneration

RECOMMENDATION

WITH RESPECT to Report 098-2025 (City Manager's Office – Human Resources) as per the direction of City Council in Report R 29/2018, we recommend that the remuneration for City Council be amended for the annual adjustment of half the rate of inflation for Thunder Bay for 2024 excluding the month of December (1.1%);

AND THAT this increase be retroactive to January 1, 2025;

AND THAT Administration continue to present annual adjustments as directed, that equal half the rate of inflation for the previous calendar year for Thunder Bay;

AND THAT annual adjustments be presented to City Council for approval in conjunction with the annual review of By-law 164-1989 (Non-union and Managerial Personnel of the Corporation of the City of Thunder Bay);

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

EXECUTIVE SUMMARY

As per Report R 29/2018 (Council Remuneration Advisory Committee), direction was provided to Administration to present a recommendation for annual adjustments to City Council remuneration commencing January 1, 2020, and that the annual adjustment be equal to half the rate of inflation for Thunder Bay. This direction was in keeping with the efforts of the Council Remuneration Committee to maintain the level of remuneration with comparator municipalities.

This report provides for a recommendation for an annual adjustment of half the rate of inflation for 2024 for Thunder Bay (1.1%).

The 2024 annual CPI (December 2023 to December 2024) for Thunder Bay is 1.3%. However, this figure includes the impact of the temporary HST holiday (December 2024 to February 2025) which significantly reduces the annual calculation for CPI. If

December 2024 data is removed from the calculation, the “adjusted” CPI for Thunder Bay is 2.2%.

DISCUSSION

In keeping with the recommendation for an annual adjustment of half the rate of inflation for Thunder Bay, adjustments over the previous 4 years have been as follows:

Year	Thunder Bay CPI	Approved Annual Adjustment	Mayor	Councillor
2024	2.1%	1.05%	\$99,842.92	\$32,822.33
2023	5.8%	2.9%	\$98,805.46	\$32,481.28
2022	4.7%	2.35%	\$96,020.86	\$31,566.08
2021	1.1%	0.55%	\$93,816.07	\$30,841.20

Administration recommends an annual adjustment of 1.1% effective January 1, 2025, which would adjust the remuneration of City Council as follows:

	2024	2025
Councillor	\$32,822.33	\$ 33,183.38
Mayor	\$99,842.92	\$100,941.19

FINANCIAL IMPLICATION

The total financial impact for the recommended change effective January 1, 2025, is \$6,814.27. The cost of this increase has been included in the approved 2025 budget.

CONCLUSION

It is concluded that the changes to Council’s remuneration as per the previous recommendation of the Council Remuneration Committee should be approved by City Council.

It is further concluded that recommendations for ongoing adjustments based on half the rate of inflation for the previous year for Thunder Bay should be presented to City Council for approval annually in conjunction with the annual presentation of By-law164-1989 (Non-union and Managerial Personnel of the Corporation of the City of Thunder Bay).

BACKGROUND

At the April 23, 2018 meeting of City Council, a resolution was passed that provided direction to Administration relative to the remuneration of City Council. This was the result of work completed by the Council Remuneration Advisory Committee established in 2017 at the direction of City Council. The purpose of this committee was to review remuneration for members of City Council and the Mayor and provide recommendations based on data collected from a variety of sources and public feedback.

The Council Remuneration Advisory Committee completed their review by collecting data from citizens in our community via an online survey and the collection of surveys distributed in the MyTbay publication, as well as collecting statistics from other single tier municipalities and interviews with Members of Council and the Mayor. The City Clerk and Deputy City Clerk participated in the review as resources to the Committee and assisted with data collection and administration of minutes and reports. One of the most significant findings of that work resulted in the recommendation for annual increases to remuneration for city council to ensure that the city did not fall behind comparator municipalities. The recommendation to increase annually in the amount of half of CPI was created to ensure that the benchmark for an increase is specific and appropriate to the community of Thunder Bay.

Following the presentation of Report R 29/2018 (Council Remuneration Advisory Committee), direction was provided to Administration to present annual increases for City Council beginning on January 1, 2020 and that the annual increase be equal to half the rate of inflation for Thunder Bay.

REPORT PREPARED BY

Karie Ortgiese, Director Human Resources

REPORT SIGNED AND VERIFIED BY

Name, John Collin

Date (03/14/2025)

Corporate Report

REPORT NUMBER 070-2025-Infrastructure & Operations-Parks & Open Spaces		
DATE PREPARED February 28, 2025		FILE
MEETING DATE March 24, 2025		
SUBJECT James Whalen Tug Tender Award		

RECOMMENDATION

WITH RESPECT to Report 070-2025-Infrastructure & Operations-Parks & Open Spaces, we recommend that the contract for the Recycling of the James Whalen Tug Boat proceed and that the entire vessel be recycled;

AND THAT the Commissioner of Infrastructure and Operations report any circumstances to City Council should any significant variations in the contract costs occur;

AND THAT the Commissioner of Infrastructure and Operations be authorized to sign all documentation related to these matters;

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.”

Sustainability: To plan and deliver cost-effective services and provide them at a level that we can sustain.

EXECUTIVE SUMMARY

The tender for the Recycling of the James Whalen Tug Boat has closed and the bids received were higher than the estimated project cost with a low tender cost to recycle the entire vessel of \$589,811 [net of HST]. Administration has identified existing funding sources that can be applied to complete the work on this project.

In addition, pricing on three provisional items were received to retain various pieces or sections of the vessel, which ranged in price from \$52,780 to \$217,600 depending on the option chosen.

After the tender prices were received Administration contacted the Transportation Museum of Thunder Bay (TMTB) to offer them the opportunity to fund the provisional items included in the tender that would retain select pieces or entire portions of the deck on the condition that they would fund the additional costs and take over full ownership. The TMTB Board voted in favour to continue discussions with the City to preserve as much of the tug as possible, however they responded stating that they will not commit to funding or accepting ownership without a viable long term land use licence that would allow them to apply for funding.

In consideration of these developments Administration is recommending that the entire vessel be recycled and that no pieces be retained.

DISCUSSION

At the September 16, 2024 Committee of the Whole meeting Administration recommended proceeding with recycling the James Whalen Tug while preserving the bridge and stack for potential future display, and to include a provisional item in the tender for preserving the entire top deck for a total cost of no more than \$415,000.

The tender was prepared so that contract award would be based on the prices received to recycle the entire vessel. In addition, there were three (3) provisional items included to explore options and costs to retain various parts of the vessel. The first provisional item included a list of individual components that could be chosen to retain separately. The second provisional item was to retain the entire top deck, and the third provisional item was to retain the entire vessel deck from the hull waterline up.

The tender RFT-2024-73 was released December 19, 2024 with an original closing date of January 28, 2025 that was extended and closed February 4, 2025. Two tender submissions were received with the lowest bid from Marine Recycling Corporation totalling \$579,600 [not including HST] and the second bid from LH North Ltd. totalling \$1,169,000 [not including HST].

The price breakdown of the provisional items from the lowest tender were as follows:

Provisional Item 1 included ten individual components and had a total cost of \$52,780 to retain all ten items. Retaining only the stack and bridge as per the original recommendation cost just over \$17,000. The Transportation Museum of Thunder Bay has indicated that the stack and bridge have been modified and are not original pieces.

Provisional Item 2 to retain the top deck and all its contents included separate prices based on transportation to three (3) different storage locations (Fisherman's Park West,

Pool 6, and remain on site at 1918 Yonge Street) with prices ranging between \$113,420 and \$166,230.

Provisional Item 3 to retain the entire vessel decks and all their contents included separate prices based on transportation to three (3) different storage locations (Fisherman's Park West, Pool 6, and 1918 Yonge Street) with prices ranging between \$119,470 and \$217,600.

In response to the bid cost being higher than the project estimate and outside of the approved Council direction, Administration contacted the Transportation Museum of Thunder Bay (TMTB) to offer them the opportunity to pursue the provisional items included in the tender on the condition that they fund the additional costs and take over full ownership. The TMTB Board voted in favour to continue discussions with the City to preserve as much of the tug as possible, however they also responded stating that they cannot commit to any action unless the TMTB has a viable long term land use licence that allows them to apply for funding to restore and move the artifact. The negotiation of a new license for the TMTB is a months long process as presented to Council in Closed Session (Confidential Memorandum dated March 5, 2025).

Considering that the project has come in above the estimated cost, the stack and bridge are not original components, and that it is not feasible to negotiate a long-term extension of the Pool 6 land use licence in the tender award window available, Administration recommends proceeding with recycling the entire vessel without retaining any pieces or components through the provisional contract items. Administration has confirmed that key pieces of the James Whalen, most notably the propeller, have previously been preserved and are currently on display in the Thunder Bay Casino.

FINANCIAL IMPLICATION

There is sufficient room in the 2025 Parks Renewal Capital Budget and existing 2024 carry-forward funds to recycle the entire James Whalen Tug Boat at a cost of \$589,811 [net HST]. However, including the additional provisional items would increase the budgetary pressure which may result in certain projects not being funded.

CONCLUSION

It is concluded that Administration should proceed with the tender award to recycle the entire James Whalen Tug for a cost of \$589,811 [net of HST]

BACKGROUND

At the September 16, 2024 Committee of the Whole meeting Council received Report 263-2024 Kam River Heritage Park- James Whalen Tug Options as well as a memo titled "Kam River Heritage Park- James Whalen Tug Options - Revised Recommendation". Administration recommended proceeding with recycling the James Whalen tug while preserving select pieces for potential future display, and to include a provisional item in the tender to preserving the entire top deck for a total project cost of no more than \$415,000.

REFERENCE MATERIAL ATTACHED

None.

REPORT PREPARED BY

Cory Halvorsen, Manager - Parks & Open Spaces Division
Infrastructure & Operations Department

REPORT SIGNED AND VERIFIED BY

Kayla Dixon, Commissioner Infrastructure & Operations

March 14, 2025

Corporate Report

REPORT NUMBER 097-2025-Community Services-Superior North EMS		
DATE PREPARED March 11, 2025		FILE
MEETING DATE March 24, 2025		
SUBJECT Superior North EMS Work Plan Annual Update – 2024-2025		

RECOMMENDATION

WITH RESPECT to Report 097-2025 Community Services – Superior North EMS, we recommend that item 2023-006-ADM Work Plan Annual Update – Superior North EMS 2021-2023 Master Plan be removed from the Outstanding List - Administrative Services;

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

LINK TO STRATEGIC PLAN

This report is aligned with the Safety and Well-Being strategic pillar of the City's Strategic Plan "Maamawe, Growing Together" through the implementation of system-wide recommendations designed to further quality of life for all communities served by Superior North EMS (SNEMS) and advocacy initiatives to enhance health services to meet community needs.

This report also provides an update on efforts aligned with the Growth strategic pillar as the Work Plan includes many service improvements that focus on capacity building, efficiencies and positive outcomes for those who require SNEMS' services.

EXECUTIVE SUMMARY

The 2021-2030 Master Plan for the Superior North Emergency Medical Service (SNEMS) was received by Committee of the Whole on January 25, 2021. This report presents updates in respect of the SNEMS work plan implementation since the last update in October 2023 (Report 296-2023) including key performance measures, performance targets and progress to improve District and City operations. SNEMS demonstrates continued progress in implementing Work Plan initiatives arising from the Master Plan and achieving excellence in the delivery of health services to meet community needs.

DISCUSSION

The SNEMS Work Plan addresses system-wide recommendations contained in the Master Plan as well as recent Ministry of Health initiatives.

District Operations

Updates to the implementation of the seven Work Plan modules linked to Master Plan recommendations include:

1. North Shore Non-Urgent Transportation
2. North Shore Base Consolidation: Nipigon/Red Rock
3. North Shore Base Consolidation: Schreiber/Terrace Bay
4. Beardmore Ambulance Redeployment
5. Beardmore Community Paramedicine Initiative
6. Advocating for First Nations “Fair Funding” for Nakina and Longlac
7. Supporting the Nishnawbe Aski Nation (NAN) Paramedic Service/Community Paramedicine Initiative.

North Shore Non-Urgent Transportation

SNEMS has initiated discussions with district stakeholders and service providers to expand Non-Urgent Transportation services. There is unanimous consensus to increase these services, which would help reduce the strain on 911 resources and improve access to health care services, including the repatriation of patients between health care facilities. Superior North EMS will take the lead in submitting a business proposal to the Ministry of Health to support the expansion of non-urgent transportation services in the Thunder Bay district. Since the implementation of these services, notable successes have been achieved; however, the recent trend demonstrates increasing demand.

SNEMS Transportation of Medically Stable Patients are as noted below (number of transfers):

2021: 2,454
2022: 2,293
2023: 1,707
2024: 1,973.

North Shore Base Consolidation: Nipigon/Red Rock

Administration has received proposals from the municipalities regarding potential property/site options. Call volumes and emergency response data have been analysed by Superior North EMS. SNEMS will be implementing next steps in station consolidation after the tender of the North Shore station in Terrace Bay.

North Shore Base Consolidation: Schreiber/Terrace Bay

The Master Plan recommended the consolidation of the existing Schreiber and Terrace Bay stations into one consolidated station. Neither of the existing bases meet the regulatory or functional requirements nor are they large enough to accommodate the amalgamation of staff and equipment from both existing facilities. Terrace Bay has been identified as the primary site location for the new construction of the North Shore EMS station. This decision was based on location of calls, call volumes, acuity of responses and utilization of ambulance resources. The strategic location of the station will allow for Paramedics to have the lowest response time to the majority of high acuity responses. Consensus has been reached by both Schreiber and Terrace Bay communities to locate a new station in Terrace Bay. A high level building program has been developed but detailed design is required. This new station would serve Terrace Bay, Schreiber, Pays Plat First Nation, and surrounding areas and provide better working conditions for seasoned and new paramedics in our region. The next step is to explore with Terrace Bay the construction and maintenance of a new and modernized ambulance base on lands owned by Terrace Bay.

Beardmore Ambulance Redeployment

In March of 2023, staff and asset relocation from Beardmore to Longlac took place to increase emergency coverage and better utilize available resources. This reallocation of resources was based on evidence of high call volume in Longlac with a disproportionate and unsustainable utilization of resources. Below is information to date on 5-year average calls 2020-2024:

- 97 calls in Beardmore
- 803 calls in Longlac.

EMS activations along the corridor between Nipigon and Geraldton/Longlac are promptly addressed by the most appropriate and geographically closest unit, based on the patient's acuity level. Patient transportation to designated community hospitals is coordinated based on the required level of care and assigned by the Central Ambulance Communications Centre (CACC).

Beardmore Community Paramedicine Initiative

The Beardmore Community Paramedic/First Response initiative became operational in May 2023.

From 2023 to 2024, Community Paramedicine (CP) in Beardmore completed 243 home visits, conducted 520 assessments and referrals, and provided 192.3 hours of services to 11 CP clients.

SNEMS will be exploring options to expand CP to support the region, i.e. Red Rock, Nipigon, Dorion, Hurkett, Lake Helen as well as Beardmore. This would allow for an

increased client load and better support overall community health initiatives in the region.

Advocating for First Nations “Fair Funding” for Nakina and Longlac

The Ministry of Health provided \$1,500,000 in baseline funding in 2023 to the City of Thunder Bay for the enhancement of ambulance coverage through the Land Ambulance Services Grant (LASG). SNEMS has directed the application of this funding to support expansion of services at the Longlac and Marathon stations for the 2023-2025 calendar years to provide enhanced service to First Nation communities.

Supporting the NAN Paramedic Service/Community Paramedicine Initiative

Health transformation for First Nations communities continues to make marked advancement. Independent First Nation Alliance (IFNA) has launched its first Paramedic Service in Pikangikum. They will be expanding services as health transformation continues to develop. SNEMS has been supporting the service throughout the process and continues to have regular communication with IFNA Paramedic Services leadership. Ornge has recently been appointed to develop First Response capabilities throughout the northern First Nations. SNEMS will be supporting the development of this initiative and continues regular communication with the Director of the program.

System-wide Work Plan Elements

Evaluation and Performance Measurement

SNEMS continues to monitor and analyze a number of key factors regarding system utilization, including call demand, times for transfer of patient care, and the triage of emergency calls.

SNEMS has mitigated the increasing demand for 911 medical resources through a combination of proactive community health initiatives, a modern dispatch system, and strategic deployment plan adjustments.

In 2024, SNEMS successfully met the Response Time Targets reported to the Ministry of Health.

From 2022 to 2024, SNEMS achieved a 20% reduction in the number of Ambulance Call Reports:

- 2022: 34,915
- 2023: 32,549
- 2024: 27,936.

The successful implementation of the Medical Priority Dispatch System (MPDS) has played a key role in alleviating pressure on the 911 system by improving the allocation

of resources based on patient acuity. In 2023, 99.76% of all dispatched emergency calls were triaged as high-acuity responses. As a result of ongoing dispatch system improvements, SNEMS has reduced high-acuity responses by 42%.

This reduction in high-acuity calls has allowed SNEMS to better allocate resources, ensuring that units are available for the most critical emergencies. Additionally, it has facilitated improved management of paramedic meal breaks, minimized shift overruns, and helped to alleviate the surge of low-acuity patients transported to emergency departments. This, in turn, has significantly reduced offload delay hours, which decreased by 36% from 7,382.34 hours in 2022 to 4,721.35 hours in 2024.

Superior North EMS 2025 Strategic Priorities

Superior North EMS has established five key strategic priorities for the 2025 Work Plan, targeting areas essential to delivering high-quality emergency services:

1. Workforce Development
2. Infrastructure and Equipment
3. Community Health Initiatives
4. Technology Integration
5. Sustainability and Funding.

Workforce Development

Workforce Development will focus on building a highly skilled, adaptable paramedic workforce through continuous training and retention initiatives. Key strategies will include attracting and recruiting skilled paramedics, optimizing staffing levels, and meeting the growing demands for health care and emergency services. SNEMS has successfully implemented a digital media strategy to engage potential paramedic recruits, while also leveraging social media to promote the paramedic lifestyle and raise community awareness.

The strategy will further encompass specialized training in mental health support, operational stress injury recognition, situational awareness, and de-escalation techniques. The mental health and well-being of paramedics will remain a central focus, helping to build resilience and reduce WSIB-related lost time injuries.

Paramedic Mental Health Support:

NWO Psychology (Dedicated Clinical Team):

- baseline assessments
- early detection
- accurate diagnosis
- short-term treatment
- connections to long-term treatment.

NWO Psychology Key Performance Indicators (2024):

- 313 clinical hours
- 128 appointments between December 2023 and December 2024
- 10 leadership meetings to enhance organizational wellness
- 9 briefing notes to support psychological well-being
- 7 resource types shared with team members
- 6 critical incident stress debriefings
- 5 educational videos
- 4 meetings with the CTB
- 3 Peer Support Training sessions
- 2 district visits.
- updated Post Traumatic Stress Disorder (PTSD) plan.

Additional SNEMS/CTB Initiatives:

- full-time Peer Support and Wellness Coordinator
- Peer Support Teams
- Health and Wellness Committee
- \$2,000 mental health benefit for full-time employees, in addition to contract benefits
- 24/7 Employee and Family Assistance Program
- Critical Incident Checklist policies and procedures for management
- External Violence Against Paramedics (EVAP) program.

Infrastructure and Equipment

Infrastructure and Equipment improvements will be focused on fleet and facility upgrades to ensure operational readiness and provide paramedics with modern tools to deliver exceptional patient care. Strategic deployment of EMS resources will be essential to maintaining emergency coverage and meeting response time targets. Noteworthy milestones include the completion of new stations in Oliver Paipoonge and Shuniah, with Shuniah becoming the newest operational base in January 2024.

Key Infrastructure Highlights:

- Oliver Paipoonge Operational in 2021
- Shuniah Station Operational in 2024
- Northshore Station progress in 2025.

Community Health Initiatives

The Community Health Initiatives will place a strong emphasis on prevention, education, and expanding public health outreach. The goal is to reduce emergency situations and improve chronic disease management, thereby alleviating pressure on emergency departments and reducing 911 call volumes. Moreover, expanding mental health and addiction services through multidisciplinary teams will enhance responses to low-acuity mental health and addiction-related calls.

In 2024, SNEMS completed 5,669.26 hours of Community Health Initiatives with 6,684 home visits and 13,228 assessment and referrals to allied health care organizations.

Key Community Health Initiatives:

- Specialized Treatment and Alternative Response Team (STAR): A collaborative team of paramedics, mental health crisis workers, and Indigenous associates, equipped to respond to mental health and addiction calls in the community.
- Community Paramedicine – Long-Term Care (CP-LTC): A program designed to support vulnerable individuals, enabling them to remain safe and healthy in their homes while awaiting placement in long-term care facilities.
- Remote Patient Monitoring (RPM): A home-based monitoring system for patients with chronic conditions, empowering self-management through professional coaching and feedback.
- Chronic Disease Management (CDM): Ongoing support and care for individuals living with chronic health conditions.
- Superior Connect: A community paramedic partnership with the Lakehead Nurse Practitioner-Led Clinic aimed at connecting patients without family doctors to primary healthcare, reducing reliance on 911 and emergency departments.
- Post-Falls Pathway: In partnership with the Rehabilitative Care Alliance, this initiative provides a rehabilitative care pathway for older adults living with frailty who require community paramedicine services but do not need patient transport.

Technology Integration

Technology integration has played a pivotal role in enhancing the efficiency of paramedic services, as well as ensuring the health and safety of both employees and patients. By leveraging advanced software solutions and state-of-the-art medical equipment, Superior North EMS has continually improved its service delivery.

Notable advancements include:

- DOTY – Lift Assist Harness
- pelvic binders
- Mobile Computer Aided Dispatch (mCAD) mapping software
- ongoing improvements to the Medical Priority Dispatch System (MPDS)
- UKG Scheduling Software
- Operative IQ Asset Management
- Stryker Power Pro 2 Stretchers.

Sustainability and Funding

Superior North EMS has successfully secured substantial funding to support the continued enhancement of services and programs:

- \$750,801 in additional base funding for the 50:50 partnership with LASG for the 2024 calendar year.
- \$2,742,000 in funding through the Addictions Recovery Fund (ARF) from 2024 to 2026, designated to support the SNEMS STAR team initiative.
- \$2,039,655 for the 2024/25 fiscal year, with up to \$2,128,500 allocated for 2025/26, to ensure the continued operation of the Community Paramedicine for Long-Term Care (CPLTC) program.

FINANCIAL IMPLICATION

There are no direct financial implications in receiving this report for information. Any financial implications related to the evaluation of operational and capital requirements as noted would be brought forward where required through the budget process.

CONCLUSION

It is concluded that Administration shall continue to implement action items in the Superior North EMS Master Plan and utilize the Plan as a guiding document.

Administration intends to provide updates on work plan implementation on an annual basis.

BACKGROUND

The 2021-2030 Master Plan for the Superior North Emergency Medical Service (SNEMS) was received by Committee of the Whole on January 25, 2021 (Report R8/2021). The overriding patient-centric principles that informed the Master Plan are as follows:

1. SNEMS must deploy its finite resources in a rational and responsible manner that safeguards the greatest number of current and future pre-hospital patients – regardless of where they reside in Thunder Bay or the District.
2. SNEMS is obligated to consider “best efforts” mitigation of any potential adverse impacts on existing communities/populations in the course of its evidence-based deployment of resources.

A draft work plan was presented on June 14, 2021 (Report 78/2021 - Development & Emergency Services – Superior North EMS), which was followed by additional consultation with District stakeholders.

On July 25, 2022, Committee of the Whole received Report 133/2022 (Development & Emergency Services – Superior North EMS) pertaining to the Work Plan for Superior North EMS 2021-2030 Master Plan (the “Work Plan”).

On August 8, 2022, further to Report 133/2022 (Development & Emergency Services – Superior North EMS), Thunder Bay City Council ratified recommendations of the Superior North EMS work plan regarding the following seven key issues:

1. North Shore Non-Urgent Transportation
2. North Shore Base Consolidation: Nipigon/Red Rock
3. North Shore Base Consolidation: Schreiber/Terrace Bay
4. Beardmore Ambulance Redeployment
5. Beardmore Community Paramedicine Initiative
6. Advocating for First Nations Fair Funding
7. Supporting the NAN Paramedic Service/Community Paramedicine Initiative.

City Council further directed that an annual update report be presented starting in Q3 2023.

Council received an update at their October 30, 2023 Committee of the Whole meeting (Report 296-2023-Corporate Services-Superior North EMS) and resolved that the next update be received by March 30, 2025.

REFERENCE MATERIAL ATTACHED

None

REPORT PREPARED BY

Shane Muir, Chief Paramedic, Superior North EMS, Community Services

REPORT SIGNED AND VERIFIED BY

Kelly Robertson, Commissioner, Community Services

Date (03/14/2025)

Memorandum

TO: Krista Power
Director – Legislative Services & City Clerk

FROM: Kelly Robertson
Commissioner, Community Services

DATE: March 11, 2025

SUBJECT: Request for Presentation to Council – March 24, 2025 Committee of the Whole – Report 097-2025 - Superior North EMS Annual Master Plan Update

I respectfully request the opportunity for Chief Paramedic Muir to make a brief presentation at the March 24, 2025 Committee of the Whole meeting in support of Report 097-2025 – Superior North EMS Annual Master Plan Update.

Many thanks for your consideration,



Kelly Robertson
Commissioner, Community Services

cc: Shane Muir, Chief Paramedic

Corporate Services Department

Memorandum

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

FROM: Keri Greaves, Commissioner – Corporate Services & City Treasurer

DATE: 03/10/2025 (mm/dd/yyyy)

SUBJECT: Request for Removal from Outstanding List - By-law Reviews

MEETING & DATE: Committee of the Whole - 03/24/2025 (mm/dd/yyyy)

Administration requests that Outstanding Item 2021-114-DEV – Fence Related By-laws, and Outstanding Item 2023-007-DEV – Comprehensive Sign By-Law Review be removed from the Outstanding List.

In 2021, Administration presented Report 120-2021 – Review of Enforcement By-laws, which identified priorities for the review of various enforcement by-laws. The remaining by-laws from this list still to be reviewed are the Fence By-laws, 314-1994 (General Fences), 254-1974 (Pool Fences), and 20-2004 (Line Fences) and the Sign By-law 135-1992. Per the Outstanding List for Corporate Services, the Fence By-laws are scheduled to return in April 2025 while the Sign By-law is scheduled to return in September 2025.

It is noted these priorities and initial timelines were set by Administration for Council approval as opposed to Council-directed timelines.

In February 2025, Corporate Report 12-2025 – City Manager's Workplan was presented, including a fundamental review of the City's municipal enforcement framework, procedures, and structure as a priority for 2025. This initiative will include the evaluation of how by-laws are developed, regularly reviewed, and amended as necessary to maintain their relevance and enforceability.

Given this overarching review and potential reallocation of priorities, it is recommended that City Council remove the Fence By-laws (314-1994, 254-1974, and 20-2004) and the Sign By-law (135-1992) from the Outstanding List.

The following recommendation is presented to Council:

WITH RESPECT to the Memorandum from Keri Greaves, Commissioner – Corporate Services & City Treasurer, dated March 10, 2025, we recommend that Outstanding List items 2021-114-DEV – Fence Related By-laws and 2023-007-DEV – Comprehensive Review of the Sign By-law be removed from the Outstanding List;

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

Memorandum

Office of the City Clerk
Fax: 623-5468
Telephone: 625-2230

TO: Mayor & Council

FROM: Krista Power, City Clerk

DATE: Tuesday, March 11, 2025

SUBJECT: Outstanding List - Administrative Services Session as of March 11, 2025
 Committee of the Whole – March 24, 2025

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

Reference Number (yyyy-nnn-MTG)	Depart/Division	Outstanding Item Subject	Resolution Report Back Date	Revised Report Back Date
2009-028-ADM	Corporate Services & Long Term Care / Financial Services	Landfill Gas Generation Project	Apr-01-2012	Dec-22-2025
2023-006-ADM	Corporate Services - Superior North EMS	Work Plan Annual Update – Superior North EMS 2021-2023 Master Plan	Mar-30-2025	
2021-114-DEV	Development & Emergency Services/Licensing & Enforcement	Fence Related Bylaws	Mar-28-2022	Apr-28-2025

2023-007-DEV	Development & Emergency Services/Licensing & Enforcement	Comprehensive Review of the Sign By-law	Q4 - 2024	Q3 - 2025
--------------	--	---	-----------	-----------