



**Committee of the Whole Meeting
Agenda**

**Monday, July 21, 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 (Planning Services/Growth) in the S.H. Blake Memorial Auditorium at 6:30 p.m.**
Chair: Councillor Andrew Foulds
3. **Disclosures of Interest**
4. **Confirmation of Agenda**
WITH RESPECT to the July 21, 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 **2024 Thunder Bay Police Service Annual Report** 4
Memorandum from Chief of Police Darcy Fleury dated July 11, 2025 requesting to provide a presentation relative to the 2024 Thunder Bay Police Service Annual Report.
6. **Items Arising from Closed Session**
7. **Outstanding Items**
 - 7.1 **Outstanding Items List for Planning Services/Growth as of July 8, 2025** 5 - 6
Memorandum from Director-Legislative Services & City Clerk Krista Power, dated July 8, 2025, for information.
8. **Open Session (Administrative Services)**
Chair: Councillor Mark Bentz

9. Reports of Committees, Boards and Outside Agencies

- | | | |
|------------|--|---------|
| 9.1 | Anti-Racism & Equity Advisory Committee Minutes
Minutes of Meeting 04-2025 of the Anti-Racism & Equity Advisory Committee, held on May 27, 2025, for information. | 7 - 12 |
| 9.2 | Clean, Green & Beautiful Committee Minutes
Minutes of Meeting 04-2025 of the Clean, Green & Beautiful Committee, held on May 28, 2025, for information. | 13 - 21 |
| 9.3 | Community Communications Committee Minutes
Minutes of Meeting 01-2025 of the Community Communications Committee, held on February 20, 2025, for information. | 22 - 26 |
| 9.4 | Community Economic Development Commission Minutes
Minutes of Meetings 03-2025 and 04-2025 of the Community Economic Development Commission Board of Directors, held on April 23, 2025 and May 21, 2025, respectively, for information. | 27 - 36 |
| 9.5 | Heritage Advisory Committee Minutes
Minutes of Meetings 01-2025, 02-2025 and 03-2025 of the Heritage Advisory Committee, held on January 23, 2025, March 27, 2025 and May 22, 2025, respectively, for information. | 37 - 56 |
| 9.6 | Inter-Governmental Affairs Committee Minutes
Minutes of Meeting 05-2025 of the Inter-Governmental Affairs Committee, held on May 14, 2025, for information. | 57 - 60 |
| 9.7 | Official Recognition Committee Minutes
Minutes of Meeting 02-2025 of the Official Recognition Committee, held on March 20, 2025, for information. | 61 - 63 |

10. Reports of Municipal Officers

- | | | |
|-------------|---|---------|
| 10.1 | 2024 Accessibility Progress Report
Report 155-2025-City Manager's Office-Office of the City Clerk providing and update of the progress the City of Thunder Bay has made in 2024 toward creating a more inclusive and accessible community, for information. | 64 - 70 |
|-------------|---|---------|

11. Petitions and Communications

11.1 Clean, Green & Beautiful - Memorial Project

71 - 72

Memorandum from Councillor Rajni Agarwal, dated July 11, 2025 containing a motion relative to the Clean, Green & Beautiful Memorial Project.

WITH RESPECT to the Memorandum from Councillor Rajni Agarwal, dated July 11, 2025 we recommend that City Council approve in principle the project approved by Clean, Green & Beautiful to post memorial banners honouring war veterans in the City of Thunder Bay; AND THAT funding required for additional years of this project beyond 2027 be subject to City Council budget deliberations for 2028 and onward;

AND THAT Administration provide City Council more information on this project as it evolves;

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

11.2 South Core Roar - Funding Request

73 - 74

Memorandum from Councillor Rajni Agarwal, dated July 10, 2025 containing a motion relative to a funding request for the upcoming South Core Roar event.

WITH RESPECT to the Memorandum from Councillor Rajni Agarwal, dated July 10, 2025 we recommend that \$20,000 of funding be allocated from the City of Thunder Bay to support the South Core Roar event taking place on September 20, 2025;

AND THAT the source of funding be determined by Administration prior to ratification of this decision;

AND THAT Administration provide in-kind support for the event with the addition of litter and refuse pick up before and after the event;

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

12. Outstanding Items

12.1 Outstanding Items List for Administrative Services as of July 8, 2025

75

Memorandum from Director-Legislative Services & City Clerk Krista Power, dated July 8, 2025, for information.

13. New Business

14. Adjournment



MEMORANDUM

Darcy Fleury, Chief of Police

Tel: (807) 684-1304

Fax: (807) 623-9242

DATE: July 11, 2025
TO: Members of Council
FROM: Chief D. Fleury
SUBJECT: Presentation of the TBPS 2024 Annual Report

The Annual Report of the Thunder Bay Police Service (TBPS) provides valuable information to residents of Thunder Bay and Oliver Paipoonge. The TBPS Annual Report is presented to the Thunder Bay Police Service Board, Members of Council, and shared publicly via the TBPS website at www.thunderbaypolice.ca.

The Annual Report is a key component of the TBPS commitment to transparency and accountability. Each year, the TBPS collects and reports on services provided and financial statements.

I respectfully request the opportunity to present the 2024 Annual Report to Members of Council at their July 21, 2025 Committee of the Whole meeting.

Memorandum

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

TO: Mayor & Council

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

DATE: Tuesday, July 8, 2025

SUBJECT: Outstanding List for Planning - Growth Session as of July 8, 2025
 Committee of the Whole – July 21, 2025

The following items are on the outstanding list for Planning - Growth Session:

Reference Number (yyyy-nnn-MTG)	Department/Div	Outstanding Item Subject	Resolution Report Back Date - (on or before date)	Revised Report Back Date - (on or before date) (Memos presented at COW updating or delaying Item)
2023-010-DEV	Infrastructure, Development & Operations - Realty Services	Hillcourt Estates	Mar-18-2024	Mar-31-2028
2024-004-DEV	Infrastructure, Development & Operations - Planning Services	Surplus Real Properties - Woodside Parkette	Jan-13-2025	Mar-31-2027
2025-001-GRO	City Manager's Office-Strategic Initiatives & Engagement	Boulevard Garden and Maintenance By-law	Q2-2027	

2025-002-GRO	Growth	Acceleration of the Implementation of Green Development Standards	Q2-2027	
2025-003-GRO	Growth	Community Efficiency Financing Capital Funding Grant Application	Following successful application	



Anti-Racism & Equity Advisory Committee Meeting Minutes

Tuesday, May 27, 2025, 3:30 p.m.

McNaughton Room - 3rd Floor, City Hall

1. Anti-Racism and Equity Advisory Committee 04-2025

Chair: Chris Krumpholz

2. Members

Councillor Representatives:

Councillor Greg Johnsen

Citizen Representatives:

Chris Krumpholz

Tracey MacKinnon

Temitope Ojo

Rae-Ann Robinson

Community Organization Representatives:

Moffat Makuto, *Regional Multicultural Youth Council*

Ann McGuire, *Kinna-aweya Legal Clinic*

Anita Muggeridge, *Thunder Bay Multicultural Association*

Tejraj Shah, *Thunder Bay Multicultural Association*

3. Officials

Cynthia Olsen, Director - Strategy & Engagement

Louisa Costanzo, Manager - Community Safety & Well-Being

Lori Wiitala, Committee Clerk/Legislative Specialist

4. Guests

Stacey Levanen, Engagement & Public Information Specialist

Jessie McKay, *Regional Multicultural Youth Council*

Summer Spade, *Regional Multicultural Youth Council*
Kamryn Woloschuk, *Regional Multicultural Youth Council*

5. Land Acknowledgment

Member Tracey MacKinnon provided the Land Acknowledgement.

We acknowledged that we are on the traditional territory of the Ojibwa Anishinaabe people of the Fort William First Nation - Signatory to the Robinson Superior Treaty of 1850. We are also a historic Métis settlement. We acknowledge the history that many nations hold, and are committed to a relationship with First Nations, Métis, and Inuit peoples based on the principles of mutual trust, respect, reciprocity, and collaboration in the spirit of reconciliation.

6. Welcome and Disclosures of Interest

7. Confirmation of Agenda

MOVED BY: Moffat Makuto
SECONDED BY: Tracey MacKinnon

WITH RESPECT to the May 27, 2025, meeting of the Anti-Racism & Equity Advisory Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

8. Presentation

8.1 Review and Discussion of the Community Safety & Well-Being (CSWB) Development Plan 2026 - 2030

Louisa Costanzo, Manager - Community Safety & Well-Being provided a PowerPoint presentation on the engagement plan for the refresh of the Community Safety & Well-Being (CSWB) Plan 2026 - 2030.

Public engagement will include pop-ups in local parks on the following dates: August 20 & 27 and September 10 & 17. An online survey and storytelling will be available late August to mid October. Drafting of the CSWB Plan will begin in January through March 2026 with a presentation to council for adoption in spring of 2026.

The CSWB Forum at the Thunder Bay Community Auditorium is scheduled for Saturday, September 27, 2025.

The role of Committee is to review & advise to ensure inclusion, equity, and anti-racism are embedded, promote CSWB engagement in your networks and to co-create solutions to help shape priorities and campaign framing, identify gaps including surface barriers and blind spots

The committee stressed the importance of back-up planning, including having a back-up plan for the back-up plan.

The following was recommended:

- Thunder Bay Public Library is a potential rain-date location for engagement
- Thunder Bay Museum
- Committee network of organizations
- Ensure accessibility for all

Engagement with youth 11-13 years old is strongly encouraged and could be included in an open house event. It was recommended to connect with organizations and partner for food and refreshments and to set up locations within neighbourhoods such as Limbrick and Picton.

Other ideas for engagement include:

- Bubbles
- Freezes
- Sidewalk chalk

It was noted that the African Choir has been invited to participate at the Community Pop Up August 20th and the CSWB Forum on September 27, 2025

It was reminded to consider language changes; an example includes 'equity seeking groups' as opposed to 'equity deserving groups'.

Jessie McKay- suggested Wake the Giant festival as an engagement opportunity and will coordinate.

9. Minutes of Previous Meeting

The Minutes of Meeting 03-2025 of the Anti-Racism & Equity Advisory Committee, held on April 22, 2025, to be confirmed.

MOVED BY: Tracey MacKinnon
SECONDED BY: Moffat Makuto

THAT the Minutes of Meeting 03-2025 of the Anti-Racism & Equity Advisory Committee, held on April 22, 2025, to be confirmed.

CARRIED

Information Session Notes from April 22, 2025, were provided, for information.

10. Incident Reporting Working Group Update

Louisa Costanzo, Manager - Community Safety & Well-Being provided an update on the Incident Reporting Working Group.

A meeting date has not been set; Manager Costanzo will reach out to the working group to poll dates.

11. Governance Review Update

Louisa Costanzo, Manager - Community Safety & Well-Being provided an update on a report being presented to Council on June 16, 2025 regarding proposed changes to the current governance structure.

The Office of the City Clerk prepared a report with proposed changes to the governance structure including the introduction of Standing Committees and the dissolution of advisory committees of council that are not legislated. The report is being presented as a First Report at the June 16, 2025 Committee of the Whole meeting to be re-presented at the June 23, 2025 Committee of the Whole meeting for further discussion and to vote on the motion.

12. Land Acknowledgement Working Group Update

Louisa Costanzo, Manager - Community Safety & Well-Being provided an update on the Land Acknowledgement Working Group.

The group has yet to meet. It was confirmed that the Members include:

Ann McGuire
Rae-Ann Robinson
Tracey MacKinnon

13. Branding Update

Stacey Levanen, Engagement & Public Information Specialist provided information on the branding update for the Community Safety & Well-Being Section.

Work on the Community Safety & Well-Being branding is ongoing; a thorough update will be provided at the June committee meeting.

14. New Business

14.1 Updates and Announcements

The following updates and announcements were provided.

The Thunder Bay's Child Advocate position is strongly recommended to be filled; a handout was distributed to the committee.

Regional Multicultural Youth Council members Summer Spade and Kamryn Woloschuk were approved for a project grant through Lake Foundation.

There has been an increase in discarded needles and the committee discussed any trends with the closure of Path 525. It was noted that TBDHU is conducting a survey for data analysis and feedback and the HART hub will be temporarily located at PACE. It was noted that Superior Points program are currently the only responders.

NorWest Community Health Centres completed a successful grant application towards mobile drug checking.

National Indigenous People Celebration

Mount McKay

Saturday, June 21, 2025

A Volunteer booth will be set up

15. Next Meeting

The Anti-Racism and Equity Advisory Committee meetings will be held the fourth Tuesday of the month or at the call of the Chair, with the exception of July and August, in the McNaughton Room, at 3:00 p.m., unless otherwise noted:

- Tuesday, June 24, 2025
- Tuesday, September 23, 2025
- Tuesday, October 28, 2025
- Tuesday, November 25, 2025

16. Adjournment

The meeting adjourned at 4:20 p.m.



Clean, Green and Beautiful Committee Meeting Minutes

Wednesday, May 28, 2025, 10:04 a.m.

McNaughton Room - 3rd Floor, City Hall

1. Clean, Green and Beautiful Committee Meeting 04-2025

Chair: Stephen Margarit

2. Members

Councillor Rajni Agarwal, City Council
Matthew Hills, Thunder Bay Art Gallery
Kyle Jessiman, Medium Business Representative
Stephen Margarit, Large Business Representative
Andy Puiatti, Architectural
Morgan Staal, Small Business Representative
Kennedy Bucci, Eco Superior
Albert Viljoen, Citizen Representative

3. Officials

Cynthia Olsen, Director - Strategy & Engagement
Danielle Thom, Climate Action Specialist
Caitlyn McMilan, Cultural Development & Public Art Coordinator
Lori Wiitala, Committee Clerk/Legislative Specialist

4. Guests

Paul Burke, Supervisor - Community & Sport Development

5. Welcome and Disclosures of Interest

Councillor Rajni Agarwal declared a conflict relative to 9.1 Emerging Projects as she is a relative to an organization that submitted an application, and she is a

member of an organization that submitted an application and refrained from discussion and voting.

Kennedy Bucci declared a conflict relative to 9.1 Emerging Projects as she is employed by an organization that submitted an application and refrained from discussion and voting.

Matthew Hills declared a conflict relative to 9.1 Emerging Projects as he is employed by an organization that submitted an application and refrained from discussion and voting.

Stephen Margarit declared a conflict relative to 9.1 Emerging Projects as he is employed by an organization that submitted an application and refrained from discussion and voting.

6. Agenda Approval

MOVED BY: Kennedy Bucci

SECONDED BY: Andy Puiatti

WITH RESPECT to the May 28, 2025, meeting of the Clean, Green and Beautiful Committee, we recommend that the agenda as amended, including any additional information and new business, be confirmed.

CARRIED

7. Minutes of Previous Meeting

The Minutes of Meeting 02-2025 of the Clean, Green and Beautiful Committee, held on March 26, 2025, to be confirmed.

MOVED BY: Kennedy Bucci

SECONDED BY: Matthew Hills

THAT the Minutes of Meeting 02-2025 of the Clean, Green and Beautiful Committee, held on March 26, 2025, be confirmed.

CARRIED

Information Session Notes from the April 23, 2025 Clean, Green and Beautiful Committee were provided, for information.

8. Emerging Projects

8.1 Emerging Projects Applications - Working Group Recommendations

The committee discussed the Emerging Projects applications reviewed by the Working Group on Tuesday, May 14, 2025, and provided their recommendations.

Supervisor - Community & Sport Development Paul Burke attended the meeting to provide an overview of the application submitted by Community Services Department; the committee agreed that this application would be better suited with funding from the Image Route line in the budget set aside for internal City projects.

MOVED BY: Kennedy Bucci
SECONDED BY: Councillor Rajni Agarwal

WITH RESPECT to the Emerging Projects application received from Community Services Department relative to the installation of historical imagery of City events at Fort William Gardens, we recommend approving the project in the amount of \$5,000 from the Image Route funding.

CARRIED

The committee discussed the application received from Conseil scolaire district catholique des aurores boréales and agreed this would be better suited in the High School grant program. The committee agreed to approve the application and will award the funds with the Emerging Projects applications and will replenish the funds from the High School grant program.

MOVED BY: Albertus Viljoen
SECONDED BY: Matthew Hills

WITH RESPECT to the Emerging Projects application received from Conseil scolaire district catholique des aurores boréales relative to a pollinator garden expansion in the amount of \$1500;

AND THAT the funds will be taken from the High School Projects budget.

CARRIED

The Working Group provided the following recommendation and agreed that the projects that could be approved within one motion.

MOVED BY: Councillor Rajni Agarwal
SECONDED BY: Kennedy Bucci

WITH RESPECT to the 2025 Clean, Green & Beautiful Emerging Projects, we recommend that the applications be approved as outlined below:

55 Plus Centre	Front Entrance Green Space Restoration	\$5,000
Alignment Chiropractic	Exterior Greening - Native Shrubs and Grasses	\$1,500
Bay & Algoma BIA	Hanging Flower Baskets Along Image Route	\$5,000
Confederation College	Shuniah Building West Entrance Mural	\$2,000
Friends of Waverley Park	Bench at Waverley Park - 2024 application	\$2,300
Matawa Health Cooperative	Permanent Seating and Expansion of the Traditional Medicine and Food Sustainability Garden	\$5,000
NorWest Community Health Centres	Simpson Street Community Garden Creation and Enhancement of Existing Garden	\$3,000
Thunder Bay District Health Unit	WOW (Walk or Wheel Thunder Bay) Painted Crosswalk: conditional on submitting maintenance procedures and the design of the painted crosswalk.	\$5,000
Thunder Pride	Thunder Pride Festival Support: conditional that funds are used towards reusable volunteer shirts that include the Clean, Green & Beautiful logo and reusable tents and signage.	\$1,250
Vedic Cultural Centre	Peace Garden Project: conditional that funds are used towards trees and shrubs and perennial flowers.	\$5,000
Total		\$30,050

CARRIED

The following applications were presented and voted on separately as a members of the committee disclosed a conflict of interest and refrained from discussion and voting.

Kennedy Bucci, EcoSuperior, declared a conflict of interest relative to the Emerging Projects application received from EcoSuperior as they are employed by the organization and will refrain from discussion and voting.

MOVED BY: Kyle Jessiman
SECONDED BY: Matthew Hills

WITH RESPECT to the Emerging Projects Application received from EcoSuperior relative to Mounted Cigarette Disposal Receptacles, we recommend approving the project in the amount of \$5,000.

CARRIED

Councillor Rajni Agarwal declared a conflict of interest relative to the Emerging Projects application received from the Fort William BIA as they are a Board Member and will refrain from discussion and voting.

MOVED BY: Andy Puiatti
SECONDED BY: Albert Viljoen

WITH RESPECT to the Emerging Projects Application received from the Fort William BIA relative to the installation of banner arms, we recommend approving the project in the amount of \$5000.

Chair, Stephen Margarit, declared a conflict of interest relative to the Emerging Projects application received from George Jeffrey Children's Centre as they are employed by the organization and will refrain from discussion and voting.

MOVED BY: Kennedy Bucci
SECONDED BY: Albert Viljoen

WITH RESPECT to the Emerging Projects Application received from George Jeffrey Children's Centre relative to Planters and Seasonal Decor, we recommend approving \$4,500 towards the project, conditional that funds aren't used towards annual flowers.

CARRIED

Councillor Rajni Agarwal declared a conflict of interest relative to the Emerging Projects application received from Masala Grill as they are a relative of the business and will refrain from discussion and voting.

MOVED BY: Andy Puiatti
SECONDED BY: Albert Viljoen

WITH RESPECT to the Emerging Projects Application received from Masala Grill relative to Perennial Hydrangea Garden, we recommend approving the project in the amount of \$5,000.

CARRIED

Matthew Hills, Thunder Bay Art Gallery, declared a conflict of interest relative to the Emerging Projects application received from The Thunder Bay Art Gallery as they are employed by the organization and will refrain from discussion and voting.

MOVED BY: Albert Viljoen

SECONDED BY: Kennedy Bucci

WITH RESPECT to the Emerging Projects Application received from The Thunder Bay Art Gallery relative to Annual Garden Tour Benches, Garden Supplies and Native Plants, we recommend approving the project in the amount of \$3,500, less the cost of an instructor.

CARRIED

8.2 Emerging Projects - Reports Received

EcoSuperior and the Fort William BIA submitted their Emerging Projects interim report for information.

9. Items Arising From Previous Minutes

9.1 Kite Festival Greening Initiative Funding Request

Discussion was held regarding the presentation from Special Events Developer Karen Kadolph at the April 23, 2025, committee meeting.

Kennedy Bucci provided an overview of the Kite Festival Greening Initiative Funding Request presentation from the April 23, 2025, committee meeting. The following motion was presented.

MOVED BY: Andy Piuatti

SECONDED BY: Councillor Rajni Agarwal

WITH RESPECT to the April 23, 2025, presentation from Special Events Developer Karen Kadolph relative to Kite Festival Greening Initiatives, we recommend funding the project from the Image Route budget line in the amount of \$1000.

CARRIED

10. High School Projects

Director – Strategy & Engagement Cynthia Olsen provided the following update.

The High School project applications are ready, and the program will launch in early September.

Project grant reports are due in June 2026; Administration will reach out to past grant recipients to request the report.

11. Public Art Committee Update

Cultural Development & Public Art Coordinator Caitlyn McMilan provided an update relative to the Public Art Committee.

Age Big - the 3 benches painted by high school students will be revealed at the launch to be held at Heath Park, Wednesday, June 4, 2025, from 1 p.m. - 3 p.m.

Traffic box wraps are slightly delayed and are expected to be installed in early fall.

Chair, Stephen Margarit provided the following information relative to the Public Art Committee.

Historically the Clean, Green & Beautiful Committee has supported the Public Art Committee by providing \$15,000 in funding annually; the Chair requested a detailed report for the June committee meeting including when the funding started and how much has been provided to date.

12. Heritage Advisory Committee Update

This item will be deferred until a representative from the Heritage Advisory Committee is appointed.

13. New Business

13.1 Memorial Banners Project

The Chair provided an update on the Memorial Banners Project including a handout that outlines the project details, description, timeline, and budget.

The proposed project timeline follows:

Media Launch: Friday, June 6, 2025

Application Deadline: Friday, July 25, 2025

Marketing Launch: mid September

Banners on Display: mid September through to November 30 annually

The proposed budget follows:

Available Funds	\$43,000
Banners	\$16,000
Arms	\$14,800
Install/Removal	COTB will provide services in-kind
Projected Cost	\$30,800

RCL Branch #5 has agreed to lead the project and review all applications. CGB committee will provide funding to RCL Branch #5 to cover cost of banners for soldiers who died in the line of duty and for the banner arms; residents of soldiers that survived can apply to RCL Branch #5 to purchase banners at a cost. If the program is successful Branch #5 will carry on with the program.

A media announcement is scheduled for Friday, June 6, 2025, which marks the 81st anniversary of D-Day.

The following motion was presented.

MOVED BY: Councillor Rajni Agarwal
SECONDED BY: Kennedy Bucci

WITH RESPECT to the Memorial Banners project, we recommend that \$16,000 from the funds allocated to this project be provided to RCL Branch #5 for the banners pertaining to soldiers that died as a result of service;

AND THAT \$14,800 from the funds allocated to this project be used to purchase and install the pole arms.

CARRIED

14. Round Table and Announcements

Kite Festival
Sunday, June 8, 2025
Chippewa Park
1p.m. - 3 p.m.

15. 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, June 25, 2025
- Wednesday, September 24, 2025
- Wednesday, October 22, 2025
- Wednesday, November 26, 2025
- Wednesday, December TBD

16. Adjournment

The meeting adjourned at 11:51.



Community Communications Committee Meeting Minutes

**Thursday, February 20, 2025, 4:32 p.m.
McNaughton Room - 3rd Floor, City Hall**

1. Community Communications Committee Meeting 01-2025

Vice Chair Derek Tycholas

2. Members

Councillor Rajni Agarwal
Kathryn Lyzun
Councillor Kristen Oliver
Derek Tycholas

3. Officials

John Collin, City Manager
Krista Power, Director of Legislative Services & City Clerk
Cynthia Olsen, Director – Strategy & Engagement
Stephanie Reid, Communications Specialist
Crystal DePeuter, Council & Committee Clerk

4. Disclosures of Interest

5. Agenda Approval

MOVED BY: Councillor Kristen Oliver
SECONDED BY: Kathryn Lyzun

WITH RESPECT to the February 20, 2025 meeting of the Community Communications Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

6. Confirmation of Previous Minutes

The Minutes of Meeting 03-2024 of the Community Communications Committee, held on December 12, 2024, to be confirmed.

MOVED BY: Councillor Kristen Oliver

SECONDED BY: Kathryn Lyzun

THAT the Minutes of Meeting 03-2024 Community Communications Committee, held on December 12, 2024, be confirmed.

7. Election of Chair and Vice-Chair

Director-Legislative Services & City Clerk Krista Power administered nominations for Chair of the Community Communications Committee for 2025.

MOVED BY: Derek Tycholas

SECONDED BY: Kathryn Lyzun

WITH RESECT to the position of Chair on the Community Communications Committee, we recommend that Councillor Rajni Agarwal be appointed Chair of the Committee for the remainder of the 2025 calendar year, and until a replacement has been appointed, as required annually.

CARRIED

Director-Legislative Services & City Clerk Krista Power administered the nomination for Vice-Chair of the Community Communications Committee for 2025.

MOVED BY: Councillor Rajni Agarwal

SECONDED BY: Kathryn Lyzun

WITH RESPECT to the position of Vice-Chair of the Community Communications Committee, we recommend that Derek Tycholas be appointed Vice-Chair of the Committee for the remainder of the 2025 calendar year, and until a replacement has been appointed, as required annually.

CARRIED

At the request of the Chair, Vice Chair Derek Tycholas continued as Chair for the

remainder of the meeting.

8. Terms of Reference

Committee Terms of Reference to be reviewed, as required annually.

Director-Strategy & Engagement Cynthia Olsen provided verbal suggestions to update the Terms of Reference.

Director-Legislative Services & City Clerk Krista Power advised that work is being done by the Office of the City Clerk to standardize the format of Council Committee Terms of Reference.

It was decided by the Committee that the updated Terms of Reference would be reviewed at the next meeting.

9. Budget Community Engagement

Communications Specialist Stephanie Reid provided an overview of public engagement efforts relative to the budget process. Highlights included:

- Engagement was split into two phases to account for the separation of the Capital and Operating budget processes.
- Multiple methods were utilized: social media, radio, print, and direct engagement.
- 1 600 + visits to the Get Involved Thunder Bay page with 892 reviewing information and 170 completing surveys.
- Participation was comparable to municipalities such as London, ON; Kingston, ON; and Sudbury, ON.

Discussion was held relative to the in-person engagement session and potential adjustments for 2025 Budget engagement.

Discussion was held relative to the timeline for promotion.

Discussion was held relative to public interest in the budget process and ways to increase participation.

Discussion was held relative to public engagement in general. City Manager advised that there will be a review of public engagement practices.

Discussion was held relative to the survey platform including challenges with password resets and requirement for registration. It was advised that there are supports for people who have challenges accessing the survey online, including password reset assistance and paper surveys made available at the Thunder Bay Public Library, and that registration is necessary to protect the integrity of the data.

Discussion was held relative to the ZenCity Citizen Satisfaction Survey and concern about the way demographic data was presented. It was advised that there would be a request to adjust that question prior to the next survey launch.

Discussion was held relative to procurement of engagement platforms and the impact of the current tariff situation with the United States of America on the process.

10. Communications Plan

Director-Strategy & Engagement Cynthia Olsen advised that a presentation would be provided to update the committee members on the Communications Plan at the next meeting.

11. New Business

11.1 Requests for Future Agendas

Director-Strategy & Engagement Cynthia Olsen requested suggestions for items the committee members would like to receive more information about for future agendas. Initial suggestions included a presentation on the Growth Department and information on the City wide brand strategy.

12. 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 19
- September 18

- November 20

The next meeting is scheduled for Thursday, April 17, 2025, at 4:30 p.m. in the McNaughton Room, City Hall.

13. Adjournment

The meeting adjourned at 5:23 p.m.

**APPROVED MEETING MINUTES – OPEN SESSION
CEDC BOARD OF DIRECTORS**

Date:	Wednesday, April 23, 2025
Time:	9:00 – 11:30 am
Location:	CEDC Boardroom or MS teams

Directors:

Mayor Ken Boshcoff- *regrets*
Councillor Brian Hamilton)
Roger Souckey (Chair)
Eric Tribe (Vice-Chair)
Barry Streib (Past-Chair)
Lindsay Fenton (Secretary/Treasurer)
David Bruno
Michael Fox
Michelle Salo

Officials:

John Collin, City Manager
Jamie Taylor, CEO, CEDC
Tracy Hamalainen, Supervisor of Finance &
Administration and CEDC Board of Directors Recording
Secretary

Guests:

Agenda Item #2 – Lakehead University, Michael den
Haan Vice-President – Academic Advancement, and
Michel Beaulieu - Associate Vice-Provost (Academic)

The Chair called the meeting to order at 9:00 am

1. Consensus Agenda items as follows (Chair)

- 1.1. Approval of the Agenda for the April 23, 2025, meeting;
- 1.2. Conflicts of interest, if any;
- 1.3. Approval of the Minutes of the February 26, 2025, meeting;
- 1.4. Governance Process –Role of Board Chair GP-5 (no changes required);
- 1.5. Governance Process - Board Planning Cycle & Agenda Control GP-6 (no changes required);
- 1.6. Board Governance - Accountability of the CEO BG-3 (no changes required);
- 1.7. Executive Limitations – acceptance of CEO Report EL – 5 Asset Protection; and
- 1.8. Executive Limitations – acceptance of CEO Report EL – 6 Treatment of People

Resolution:

Moved by: Michelle Salo

Seconded by: Eric Tribe

TO approve the agenda for April 23, 2025 CEDC Board of Director's meeting;
AND TO confirm that no conflicts of interest were declared;
AND TO approve the minutes of February 26, 2025 CEDC Board of Director's meeting;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to Governance Process – Role of the Board Chair GP-5;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to Governance Process – Board Planning Cycle and Agenda Control GP-6;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to Board Governance –Accountability of the CEO BG-3;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to CEO Report EL – 5 Asset Protection;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to CEO Report EL – 6 Treatment of People

CARRIED

At 9:05 am, a motion was brought forward to move into Closed Session with all members of officials in attendance.

Moved by: Lindsay Fenton
Seconded by: Michelle Salo

THAT the Board (Open Session) meeting of the Thunder Bay CEDC, held on April 23, 2025, be adjourned at 9:05 am, to move into Closed Session Meeting.

CARRIED

At 9:50 am, the meeting was moved back into Open Session.

2. ICCI 2025

The CEO provided a verbal update to the board related to the submitted application to Global Affairs Canada and an overview of the approved projects.

2.1. Draft Surplus Resolution #2025-04

Resolution CEDC-2025-04

Moved by: Eric Tribe
Seconded by: Michelle Salo

WHEREAS the CEDC Administration applied to Global Affairs for ICCI Funding for 2025-26 and that all projects submitted aligned with the CEDC Strategic Plan;

And THAT the CEO be authorized to execute the agreement and projects set out in the 2025-26 Invest Canada - Community Initiatives (ICCI) approved application for \$62,500.

Administration is requesting \$34,000 in surplus funds to cover the CEDCs contribution for the projects.

CARRIED

3. MB Program Amendment

The CEO provided a verbal update on the program and an amendment was brought forward to amend the program end date for grant allocations. The program will start in Fall of 2025 and final payments will be distributed Q1 of 2026.

3.1. Draft Surplus Resolution #2025-05

Resolution CEDC-2025-05

Moved by: Barry Stribe
Seconded by: Eric Tribe

THAT the CEDC Board of Directors authorized the CEO to use surplus funds to provide grants to Indigenous Entrepreneurs, up to \$25,500, total of 5 grants for the Miinikaanan Badakidoon Program from October 20, 2024 – December 31, 2025;

AND THAT administration is requesting an amendment to the dates approved and are requesting that the grant dates be extended to the 2026 fiscal year due to timelines of the program;

AND THAT the CEDC Board of Directors approve the date amendment and that all grants be administered within the 2025-26 fiscal years and the CEO will report back to the board on the MB program.

CARRIED

4. CEDC Investment Fund Outline Amendment

The CEO provided an update on the closure of the EDRF and all funds within the reserve fund will be transferred into CEDC's Investment Fund. Administration has updated the IF policy for board approval.

4.1. Draft Resolution #2025-06

Resolution CEDC-2025-06

Moved by: Eric Tribe
Seconded by: Brian Hamilton

THAT the CEDC Board of Directors approved administration to move forward with reserve fund changes related to the CTB & CEDC Agreement on June 26, 2024;

AND THAT administration has amended the guidelines related to the CEDC Investment Fund and seeking approval from the CEDC Board of Directors;

BE IT RESOLVED THAT the Board of Directors of the Thunder Bay Community Economic Development Commission Inc. (Thunder Bay CEDC) approves the amendments brought forward related to CEDC policy guidelines for the Investment Fund.

CARRIED

Approved CEDC Board of Directors Meeting Minutes – Open Session April 23, 2025

At 10:00 am, a motion was brought forward to move into Closed Session with all members of Officials in attendance.

Moved by: Michelle Salo
Seconded by: Eric Tribe

CARRIED

BE IT RESOLVED THAT the Board of Directors, Open Session Board meeting move into the Closed Meeting.

At 10:30 am, the meeting was moved back into the Open Session

5. Investment Fund Applications

5.1. Approval of Closed Session Resolutions

Resolutions:

Moved by: Eric Tribe
Seconded by: Barry Streib

WITH RESPECT to the Confidential agenda item 2025CL.05 from CEO – Jamie Taylor, dated April 23, 2025, the CEDC Board of Directors recommend that Administration proceed as directed in Closed Session.

AND that the IF project #2025-01 is approved through the CEDC Investment Fund.

CARRIED

Moved by: Michelle Salo
Seconded by: Lindsay Fenton

WITH RESPECT to the Confidential agenda item 2025CL.06 from CEO – Jamie Taylor, dated April 23, 2025, the CEDC Board of Directors recommend that Administration proceed as directed in Closed Session.

AND that the IF project #2025-02 is approved through the CEDC Investment Fund.

CARRIED

6. Tourism Development Fund Update (CEO)

**6.1. Approval of Closed Session Resolutions
Term Renewal**

Moved by: Lindsay Fenton

Seconded by: Barry Streib

WITH RESPECT to the Confidential agenda item 2025CL.03 from CEO – Jamie Taylor, dated April 23, 2025, the CEDC Board of Directors recommend that Administration proceed as directed in Closed Session.

AND that the Hotel Association representative on the Tourism Investment Fund was renewed for a second term.

CARRIED

TDF Application

Moved by: Michelle Salo

Seconded by: Barry Streib

WITH RESPECT to the Confidential agenda item 2025CL.04 from CEO – Jamie Taylor, dated April 23, 2025, the CEDC Board of Directors recommend that Administration proceed as directed in Closed Session.

AND that the TDF application is approved.

CARRIED

6.2. TIC Update & Financials

The CEO provided an overview of the March and April TDF approvals and Q1 payment is pending.

7. CEO Up-date (CEO)

7.1. CEO Highlights

7.1.1. Stakeholder Engagement

- Attended the Chamber of Commerce AGM
- Met with the new incoming CEO for CRIBE
- The NOMA conference is scheduled for the week of the 21st
- Attended the opening event for Orla

7.1.2. Business Development

- PDAC overview and hosted the second Thunder Bay Event with over 180 attendees
- Attended SeaTrade with the Manager of Tourism
- Staff attended the OPA Conference
- Succession Pathways and Thrive Online will be launched this month
- Hosting a German Familiarization tour at the end of May

7.1.3. Community Development

- Attended the Science North announcement
- Released the Highest Best Use Study one pager

- Continuing with the social media campaign on the Economic Impact Analysis study and the Manager of Business Development presented to the NADF board
 - Toured 4 family physicians around the city
- 7.1.4. Program Updates
- Update on the immigration pilots.
 - Update on the Growth Assessment.

8. Information Only

- 8.1. City of Thunder Bay Council Resolution - Position on Tariffs from United States of America
- 8.2. RegenMed Q4 Financial Reports

Adjournment

Moved by: Eric Tribe
Seconded by: David Bruno

THAT the Board (Open Session) meeting of the Thunder Bay CEDC, held on April 23, 2025 be adjourned at 11:30 am.

CARRIED

**DRAFT MEETING MINUTES –OPEN SESSION
CEDC BOARD OF DIRECTORS**

Date:	Wednesday, May 21, 2025
Time:	10:45 am – Noon
Location:	CEDC Boardroom or MS teams

Directors:

Mayor Ken Boshcoff - regrets
Councillor Brian Hamilton
Roger Souckey (Chair)
Eric Tribe (Vice-Chair)
Barry Streib (Past-Chair)
Lindsay Fenton (Secretary/Treasurer)
David Bruno - regrets
Michael Fox - regrets
Michelle Salo - regrets

Officials:

Jamie Taylor, CEO, CEDC
John Collin, City Manager, City of Thunder Bay
Tracy Hamalainen, Supervisor of Finance &
Administration and CEDC Board of Directors Recording
Secretary

1. Consensus Agenda items as follows (Chair)

- 1.1. Approval of the Agenda for the May 21, 2025, meeting;
- 1.2. Conflicts of interest, if any;
- 1.3. Approval of the Minutes of April 23, 2025, meeting;
- 1.4. Governance Process – GP-7 Board Committee Governance (no changes required);
- 1.5. Governance Process – GP-8 Board Committee Structure (changes are required);
- 1.6. Governance Process – GP-9 Board & Committee Expenses (no changes required); and
- 1.7. Executive Limitations – acceptance of CEO Report EL-7 Compensation & Benefits

Motion:

Moved by: Barry Streib
Seconded by: Eric Tribe

TO approve the agenda for May 21, 2025 CEDC Board of Director's meeting;
AND TO confirm that no conflicts of interest were declared;
AND TO approve the minutes of April 23, 2025 CEDC Board of Director's meeting;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to Governance Process – GP- 7 Board Committee Governance;
AND TO accept the recommendation of the Executive Committee that "changes are required" to Governance Process – GP-8 Board Committee Structure;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to Governance Process – GP-9 Board & Committee Expenses;
AND TO accept the recommendation of the Executive Committee that "no changes are required" to CEO Report EL-7 Compensation and Benefits.

Amendments to GP-8 were approved.

CARRIED

2. Approval of the Closed Session Resolutions (Chair)

- 2.1. Resolution CL25-07 – Financial Statements

Moved by: Eric Tribe
Seconded by: Barry Streib

WITH RESPECT to the Confidential agenda item 2025CL.07 from CEO – Jamie Taylor, dated May 21, 2025, the CEDC Board of Directors received the 2024 draft financial statements.

CARRIED

2.2. Resolution CL25-08 – TIC Chamber Rep (e-vote)

Moved by: David Bruno
Seconded by: Lindsay Fenton

WITH RESPECT to the Confidential agenda item 2025CL.08 from CEO – Jamie Taylor, dated May 21, 2025, the CEDC Board of Directors approve the Thunder Bay Chamber of Commerce recommendation for the retail sector representative on the TIC.

CARRIED

2.3. Resolution CL25-09 – Community Director Recommendation

Moved by: Councillor Brian Hamilton
Seconded by: Eric Tribe

WITH RESPECT to the Confidential agenda item 2025CL.09 from CEO – Jamie Taylor, dated May 21, 2025, the CEDC Board of Directors approve the recommendation for the new board director with final approval by City Council.

CARRIED

2.4. Resolution CL25-10 – TDF Project

Moved by: Lindsay Fenton
Seconded by: Eric Tribe

WITH RESPECT to the Confidential agenda item 2025CL.10 from CEO – Jamie Taylor, dated May 21, 2025, the CEDC Board of Directors recommend that Administration proceed as directed in Closed Session.

AND that the TDF application is approved.

CARRIED

3. Annual Presentation (CEO)

- The CEO presented the annual presentation, and the board provided feedback.

4. Quarter 1 Financials (CEO & T. Hamalainen)

- The CEO provided the board with the Q1 financials, and an overview of the projects approved by the board.
- No unfavourable variance is predicted for 2025.
- A resolution was brought forward to approve the Quarter 1 internal financial statements.

4.1. Draft Resolution- Approval of Internal Financial Statements 2025 Quarter 1

Moved by: Eric Tribe

Seconded by: Lindsay Fenton

THAT the CEDC Board of Director's has reviewed the 2025 Quarter 1 internal financials statements of the CEDC and hereby approves them.

CARRIED

5. Marketing Lifestyle Surplus Request (CEO)

- The CEO provided an update on the marketing lifestyle initiative, to build on the success of the Thunder Bay lifestyle Instagram platform a new lifestyle blog website was developed. The purpose is to hire local writers to produce thoughtful, long-form content, furthering our digital reach and adding depth to its storytelling. The new platform is all about discovery and dialogue, reinforcing Thunder Bay Lifestyle as more than a feed—it's a digital destination
- Administration is requesting a surplus contribution to fund the new initiative.
- A resolution was brought forward to approve the surplus request.

5.1. Draft Resolution- Approval of Marketing Surplus Contribution

Moved by: Councillor Brian Hamilton

Seconded by: Barry Streib

THAT the CEDC Board of Directors authorizes the CEO to use surplus funds to cover the expenses incurred by a new marketing initiative through the Lifestyle website.

AND THAT the CEDC Board of Directors approve the surplus request of \$12,500 plus HST.

CARRIED

6. Tourism Development Fund Update (CEO)

6.1. TIC Up-Date & Financials

- The CEO provided an update on the May TIC meeting, and the projects that were approved.
- Q1 payment is pending and is expected at the end of the month.

7. CEO Up-date (CEO)

7.1. CEO Highlights

7.1.1. Stakeholder Engagement

Draft CEDC Board of Directors Meeting Minutes – Open Session May 21, 2025

- Ministers were in town for NOMA and attend funding announcements for Wake the Giant and Bay Fest, both events were funded through the TDF
 - Attended a Minister Holland event
 - Attended the Thunder Bay's International Airport AGM
- 7.1.2. Business Development
- Staff are working on a fuel study assessment
 - Attending the Ligna Conference at the end of May
 - Reviewing sport tourism development and new opportunities to host events
 - Working with the organizers of Cen Can and starting preparations for the event in September
- 7.1.3. Community Development
- Hosted Night with the Docs, it was a very successful event, and the second event will be held in July
 - Working with the BIA's and Chamber on business security
 - The CEDC is sponsoring Mining Day, which will be held on June 14 at the Waterfront
- 7.1.4. Program Updates
- Update on the immigration programs
 - Launched the Small Business Tariff Program, Thrive Online and Succession Pathways

Information Only:

8. S&P Presentation
9. RegenMed Q1 Financial Report

Adjournment

Moved by: Barry Streib
Seconded by: Lindsay Fenton

THAT the Board (Open Session) meeting of the Thunder Bay CEDC, held on May 21, 2025 be adjourned at 11:30 am.

CARRIED



Heritage Advisory Committee Meeting Minutes

**Thursday, January 23, 2025, 5:00 p.m.
McNaughton Room - 3rd Floor, City Hall**

1. Heritage Advisory Committee Meeting 01-2025

Chair: Andrew Cotter

2. Members

Jennifer Bonazzo
Carla Chisel
Andrew Cotter, Chair
Frank Gerry
Councillor Greg Johnsen
Shaun Kennedy
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

George McKay, President - JML Engineering
Dr. Walid Shahrour

6. Land Acknowledgement

The 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: Douglas Yahn
SECONDED BY: Jennifer Bonazzo

WITH RESPECT to the January 23, 2025 meeting of the Heritage Advisory Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

9. Presentations

9.1 9 Regent Street

George McKay, President - JML Engineering appeared before Committee and provided an overview of the proposed repair/renovation plans to the main entrance area/west wall of 9 Regent Street.

The building was damaged as a result of a car accident and will be restored to its original condition prior to the accident. Photographs were provided for the Committee's information as well as architectural drawings dated July 30, 2024.

Discussion was held relative to the plans.

MOVED BY: Frank Gerry
SECONDED BY: Douglas Yahn

WITH RESPECT to the repair/renovation project for 9 Regent Street, a designated Heritage Property within the Waverley Park Heritage Conservation District, the Heritage Advisory Committee approves in principle the proposed repair/renovations plans, as presented by JML Engineering at the January 23, 2025 Committee meeting;

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

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

CARRIED

9.2 146 Court Street North

Dr. Walid Shahrour provided information relative to replacing the garage located at 146 Court Street North, a Heritage Register listed property.

- The former carriage house was falling apart.
- Had a contractor inspect and concluded it was dangerous and needed to be fixed or replaced.
- Many attempts over the last several years were made to repair the roof and structure, however it became too cost-prohibitive to continue repairs.
- Building needed to be replaced.
- Similar colour siding was used to match original structure.
- Members of the Heritage Advisory Committee visited the site in 2021 and viewed the deteriorating condition.
- Photographs of the former carriage house have been documented and filed with the Committee.

MOVED BY: Jennifer Bonazzo

SECONDED BY: Heidi Strobl

THAT the Heritage Advisory Committee approves the repair and refurbishment plans for the former carriage house/garage located at 146 Court Street North, as presented by Dr. Walid Shahrour at the January 23, 2025 Heritage Advisory Committee meeting;

AND THAT the Heritage Advisory Committee confirm that the repairs and

renovations completed to the former carriage house were necessary as the structure was a health and safety concern and do not conflict with the significant heritage features of the property;

AND THAT a copy of the resolution be forwarded to Building Division if required.

CARRIED

10. Election of Chair and Vice-Chair

Nominations and appointments for the positions of Chair and Vice-Chair of the Heritage Advisory Committee for 2025 were held.

Committee & Meeting Management System Coordinator Gordon Stover administered the nominations.

MOVED BY: Frank Gerry
SECONDED BY: Jennifer Bonazzo

WITH RESPECT to the position of Chair on the Heritage Advisory Committee, we recommend that Douglas Yahn be appointed Chair of the Committee for the remainder of the 2025 calendar year, and until a replacement has been appointed, as required annually.

CARRIED

MOVED BY: Heidi Strobl
SECONDED BY: Frank Gerry

WITH RESPECT to the position of Vice-Chair of the Heritage Advisory Committee, we recommend that Jennifer Bonazzo be appointed Vice-Chair of the Committee for the remainder of the 2025 calendar year, and until a replacement has been appointed, as required annually.

CARRIED

Newly-appointed Chair Douglas Yahn assumed the position of Chair for the remainder of the meeting.

Former Chair Andrew Cotter thanked the Committee for the opportunity to serve as Chair for the last 15 years.

11. Confirmation of Previous Minutes

The Minutes of Meeting 07-2024 of the Heritage Advisory Committee, held on November 28, 2024, to be confirmed.

MOVED BY: Jennifer Bonazzo

SECONDED BY: Shaun Kennedy

THAT the Minutes of Meeting 07-2024 of the Heritage Advisory Committee, held on November 28, 2024, be confirmed.

CARRIED

12. Committee Member Term Length and Vacancies

Committee & Meeting Management System Coordinator Gordon Stover advised the Committee of the upcoming Committee member recruitment postings opening on February 14th. For those members whose terms are expiring they may re-apply on the City's website and can reach out to the Office of the City Clerk for assistance, if needed.

13. Terms of Reference

City Archivist Christina Wakefield provided an updated DRAFT Terms of Reference for the Committee's review.

Discussion was held relative to the revised role of the Committee's Chief Resource Officer.

MOVED BY: Andrew Cotter

SECONDED BY: Shaun Kennedy

WITH RESPECT to the Terms of Reference for the Heritage Advisory Committee, as presented at the January 23, 2025 Committee Meeting, we recommend that the Terms of Reference be approved;

AND THAT the Terms of Reference be presented to City Council.

CARRIED

14. Heritage Researcher Updates

City Archivist Christina Wakefield provided updates for the following items:

14.1 Heritage Consultant

DRAFT Request for Quote (RFQ) is nearly complete and will be released publicly in early spring.

Discussion was held relative to role of the Committee and consultant in identifying, researching and designating properties.

14.2 Conservatory Tour

Committee members were invited to attend a tour of the on-going restorations/renovations to the Conservatory on January 15, 2025. Photographs of progress were displayed for the Committee's information.

15. 2025 Arts & Heritage Awards

Coordinator – Cultural Development & Public Art Laurie Abthorpe provided an update relative to the following.

The event is scheduled for October 23, 2025 at Magnus Theatre.

The Arts & Heritage Awards Committee reviewed the nomination process with the assistance of the Heritage Advisory Committee volunteers. The nomination packages will be released in March 2025.

Discussion was held relative to the Heritage Advisory Committee sponsoring an award at the event.

16. Committee Member Updates

16.1 Heritage Register Subcommittee Update

There was no update provided at this time.

16.2 Clean, Green and Beautiful Update

Heidi Strobl provided the following updates:

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.

16.3 Thunder Bay Historical Museum Update

Frank Gerry provided an update relative to the Thunder Bay Museum Board reviewing the consultants final report on the feasibility for the expansion of the Museum facilities.

16.4 Public Art Committee Update

Coordinator - Cultural Development & Public Art Laurie Abthorpe advised the Committee that the final draft of the Cultural Plan will be presented to City Council in April 2025.

17. Next Meeting

The next meeting is scheduled for February 27, 2025 at 5:00 p.m. in the McNaughton Room, City Hall.

18. Adjournment

The meeting adjourned at 6:25 p.m.



Heritage Advisory Committee Meeting Minutes

Thursday, March 27, 2025, 5:00 p.m.

McNaughton Room - 3rd Floor, City Hall

1. Heritage Advisory Committee Meeting 02-2025

Chair: Douglas Yahn

2. Members

Jennifer Bonazzo, Vice-Chair

Carla Chisel

Kimberly Costa

Frank Gerry

Ahsanul Habib

Councillor Greg Johnsen

Shaun Kennedy

Douglas Yahn, Chair

3. Officials

Christina Wakefield, City Archivist & Chief Heritage Resource Officer

Gordon Stover, Committee & Meeting Management System Coordinator

4. Resource Persons

Laurie Abthorpe, Coordinator – Cultural Development & Public Art

5. Guests

Ian McEwen, 372 Red River Road

Cory Stechyshyn, President - i4architecture

Elaine Lynch - The Coalition for Waverley Park

6. Land Acknowledgement

The 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: Kimberly Costa

SECONDED BY: Frank Gerry

WITH RESPECT to the March 27, 2025 meeting of the Heritage Advisory Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

9. Presentations

9.1 372 Red River Road - Waverley Park Heritage Conservation District Property

Ian McEwen appeared before Committee and provided an overview of the proposed renovations to 372 Red River Road. The roof needs replacing. Will be using a new steel roof that is designed to replicate the look of cedar shakes. Other exterior renovations include an insulated deck and repairs to the roofline. Foam insulation will be used when repairing the roof.

Additional interior renovations were also presented and include bathroom repairs in the top floor unit.

Discussion was held relative to the plans/drawings from Leonard Alfred Wood Architecture, dated 17/1/25.

The Chair advised that the plans for the renovations do not change the overall view-scape of the neighbourhood and the property owner is looking to maintain the heritage character of the house.

MOVED BY: Kimberly Costa
SECONDED BY: Jennifer Bonazzo

WITH RESPECT to the repair/renovation project for 372 Red River Road, a designated Heritage Property within the Waverley Park Heritage Conservation District, the Heritage Advisory Committee approves in principle the proposed repair/renovations plans, as illustrated in the drawings from Leonard Alfred Wood Architecture, dated 17/1/25 and as presented by Ian McEwan at the March 27, 2025 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.

CARRIED

9.2 146 Court Street North - McVicar Manor - Carriage House Garage Update

Gordon Stover, Committee & Meeting Management System Coordinator provided an update on the procedural process required to complete the approval of this item.

Cory Stechyshyn, i4architecture appeared before Committee and provided additional information and clarification regarding the completed demolition and re-build of the garage at 146 Court Street North.

Architectural drawings from i4architecture, project number 2025-06 were presented.

Discussion was held relative to requiring an amended resolution from the January 23, 2025 Committee meeting to approve the final project.

9.3 The Coalition for Waverley Park - 100th Anniversary of the Cenotaph

Elaine Lynch - The Coalition for Waverley Park appeared before Committee and provided a presentation relative to the history of the Waverley Park cenotaph. A Committee is being formed to prepare a 100th Anniversary celebration and would like to invite the Heritage Advisory Committee to participate. Very early in the process. Further information will be provided at a future Committee meeting.

The Committee thanked Elaine Lynch for the opportunity to participate. Information will be emailed to the Committee members.

10. Confirmation of Previous Minutes

The Minutes of Meeting 01-2025 of the Heritage Advisory Committee, held on January 23, 2025, to be confirmed.

MOVED BY: Shaun Kennedy
SECONDED BY: Jennifer Bonazzo

THAT the Minutes of Meeting 01-2025 of the Heritage Advisory Committee, held on January 23, 2025, be confirmed.

At the January 23, 2025 Heritage Advisory Committee meeting, Dr. Walid Shahrour provided information relative to replacing the garage located at 146 Court Street North, a Heritage Register listed property and a resolution was passed approving the repairs and renovations. It was requested that the resolution be extracted from the minutes and voted on separately:

MOVED BY: Jennifer Bonazzo
SECONDED BY: Heidi Strobl

THAT the Heritage Advisory Committee approves the repair and refurbishment plans for the former carriage house/garage located at 146 Court Street North, as presented by Dr. Walid Shahrour at the January 23, 2025 Heritage Advisory Committee meeting;

AND THAT the Heritage Advisory Committee confirm that the repairs and renovations completed to the former carriage house were necessary as the structure was a health and safety concern and do not conflict with the significant heritage features of the property;

AND THAT a copy of the resolution be forwarded to Building Division if required.

MOVED BY: Frank Gerry

SECONDED BY: Councillor Greg Johnsen

WITH RESPECT to the resolution relative to 146 Court Street North, we recommend that paragraphs 1 and 2 be replaced with the following:

"THAT the Heritage Advisory Committee approves and has no opposition to the completed demolition of the former carriage house located at 146 Court Street North;

AND THAT the Heritage Advisory Committee approves the construction of a new accessory building on the property;

AND THAT the re-build has no significant heritage impact to the property;"

CARRIED

MOVED BY: Frank Gerry

SECONDED BY: Councillor Greg Johnsen

THAT the Heritage Advisory Committee approves and has no opposition to the completed demolition of the former carriage house located at 146 Court Street North;

AND THAT the Heritage Advisory Committee approves the construction of a new accessory building on the property;

AND THAT the re-build has no significant heritage impact to the property;

AND THAT a copy of the resolution be forwarded to the City of Thunder Bay's Building Services Division.

CARRIED

MOVED BY: Shaun Kennedy
SECONDED BY: Jennifer Bonazzo

THAT the Minutes of Meeting 01-2025 of the Heritage Advisory Committee, held on January 23, 2025, be confirmed.

CARRIED

11. Committee Member Vacancies and Terms of Reference Updates

Committee & Meeting Management System Coordinator Gordon Stover advised the Committee that Andrew Cotter, Courtney Turner and Heidi Strobl have decided not to re-apply to the Committee.

Shaun Kennedy and Jennifer Bonazzo have been re-appointed to the Committee.

Further advertisements for Committee and Board Appointments vacancies will be posted by the Office of the City Clerk.

12. 2025 Arts & Heritage Awards

Laurie Abthorpe, Coordinator – Cultural Development & Public Art advised that there is an opening on Arts & Heritage Awards Committee for another Heritage appointee to replace Heidi Strobl.

The committee is currently designing the awards and the call to artists.

13. Committee Member Updates

13.1 Heritage Register Subcommittee Update

There was no update at this time.

13.2 Clean, Green and Beautiful Update

There was no update at this time.

13.3 Thunder Bay Historical Museum Update

Frank Gerry advised the Committee that the Museum Board is still reviewing the consultant report on the future of the Museum. Still working out details for future plans and directions.

13.4 Public Art Committee Update

Christina Wakefield, City Archivist & Chief Heritage Resource Officer advised the Committee that the Public Art Committee is looking at the possibility of adding artwork to the waste bins along the marina park walking pathway.

14. Heritage Researcher Update

Christina Wakefield, City Archivist & Chief Heritage Resource Officer provided the following updates:

- One-Stop Development Shop - the City is looking at ways of streamlining its Building Permit process as well as related Building and Planning approval matters. The process to review/triage heritage requests is underway.
- Consultant RFQ - Looking at starting procurement in April.
- Archives Awareness Week - The public is invited for tours/open house of the Archives Building on April 7th and 8th.
- Archives Building Renovations - planned for summer 2025. Photos and design plans were displayed for the Committee.

15. Next Meeting

The next meeting is scheduled for April 24, 2025 at 5:00 p.m. in the McNaughton Room, City Hall.

16. Adjournment

The meeting adjourned at 6:03 p.m.



Heritage Advisory Committee Meeting Minutes

Thursday, May 22, 2025, 6:05 p.m.

McNaughton Room - 3rd Floor, City Hall

1. Heritage Advisory Committee Meeting 03-2025

Chair: Douglas Yahn

2. Members

Jennifer Bonazzo, Vice-Chair

Carla Chisel

Frank Gerry

Councillor Greg Johnsen

Douglas Yahn, Chair

3. Officials

Christina Wakefield, City Archivist & Chief Heritage Resource Officer

Gordon Stover, Committee & Meeting Management System Coordinator

4. Resource Persons

Caitlyn McMillan, Cultural Development & Public Art Coordinator

5. Guests

Marley Giunta, 38-42 Cumberland St S (Ottawa House)

6. Land Acknowledgement

The 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 Johnson

WITH RESPECT to the May 22, 2025 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

MOVED BY: Councillor Greg Johnson

SECONDED BY: Jennifer Bonazzo

THAT the Minutes of Meeting 02-2025 of the Heritage Advisory Committee, held on March 27, 2025, be confirmed.

CARRIED

10. Presentations

10.1 38-42 Cumberland St S (Ottawa House)

Marley Giunta appeared before Committee at the information session held earlier in the evening and provided an overview of the front door replacement plan.

Photographs of the current door were displayed. The door is deteriorating and needs to be replaced as soon as possible.

The replacement door will be stained in a darker wood colour as opposed to the current blue.

The same handles will be re-used and a similar type of trim will be added.

The new door will not have a window.

The Chair provided an overview of the information provided during the information session and discussion was held regarding approval for the proposed replacement door.

MOVED BY: Frank Gerry
SECONDED BY: Jennifer Bonazzo

WITH RESPECT to the exterior front door replacement plans for 38-40 Cumberland Street South – Ottawa House, a designated Heritage Property, the Heritage Advisory Committee approves in principle the proposed removal and replacement plan, as presented at the May 22, 2025 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

10.2 Bishop's Residence - 1306 Ridgeway Street East

The Committee was advised the presentation was withdrawn from the agenda.

11. Chief Heritage Resource Officer Update

City Archivist & Chief Heritage Resource Officer Christina Wakefield provided the following updates:

11.1 Public Art Display - Vickers Park

Pictures of the proposed frame to display public art pieces at Vickers Park were shown to the Committee. Discussion was held relative to the location of the frame and the importance of being able to properly clean the frame in the case of possible vandalism.

MOVED BY: Jennifer Bonazzo
SECONDED BY: Frank Gerry

WITH RESPECT to the public art frame in Vickers Park, the Committee approves the installation location as presented at the May 22, 2024 Committee meeting.

CARRIED

11.2 Heritage Park - Hwy 61 (Founders' Museum & Pioneer Village)

The Committee was advised that the City Archives will have a promotional table display on Saturday, June 21, 2025 from 12:00pm - 4:30pm. Committee Members are welcome to attend to assist with any Heritage Advisory Committee related material.

12. Committee Member Updates

12.1 Thunder Bay Historical Museum Update

The Chair advised that Frank Gerry was recognized at the latest Museum Board meeting for his 25 years of service on the Board.

12.2 Public Art Committee Update

Caitlyn McMillan, Cultural Development & Public Art Coordinator provided the following information:

- a call for artists will soon be sent to the public for award design.
- Looking at ways to collaborate Culture Days week in September with heritage, possible Doors Open inclusion.
- City of Thunder Bay summer events season is starting soon with the opening of Chippewa Park, Canada Day celebrations, Teddy Bear Picnic, Live on the Waterfront and a drone light show in August.

13. New Business

13.1 Walleye Articles

Discussion was held relative to the need for a Committee member to take on the role of submitting heritage articles to the Walleye publication. Volunteers can submit their names to Coordinator Gordon Stover to forward to the Walleye.

14. Next Meeting

The next meeting is scheduled for June 26, 2025 at 5:00 p.m. in the McNaughton Room, City Hall.

15. Adjournment

The meeting adjourned at 6:29 p.m.



Inter-Governmental Affairs Committee Meeting Minutes

Wednesday, May 14, 2025, 3:59 p.m.

MS Teams

1. Inter-Governmental Affairs Committee Meeting 05-2025

Chair: Councillor Kristen Oliver

2. Members

Councillor Shelby Ch'ng
Councillor Kasey Etreni
Councillor Kristen Oliver
Councillor Dominic Pasqualino

3. Officials

John Collin, City Manager
Krista Power, Director of Legislative Services & City Clerk
Crystal DePeuter, Council & Committee Clerk

4. Resource Persons

Larry Joy, Policy Assistant to the Mayor
Jamie Taylor, CEO – CEDC

5. Disclosures of Interest

6. Agenda Approval

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

WITH RESPECT to the May 14, 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 04-2025 of the Inter-Governmental Affairs Committee, held on April 9, 2025, to be confirmed.

MOVED BY: Councillor Dominic Pasqualino

SECONDED BY: Councillor Shelby Ch'ng

THAT the Minutes of Meeting 04-2025 Inter-Governmental Affairs Committee, held on April 9, 2025, be confirmed.

CARRIED

8. Business Arising from Previous Minutes

8.1 Terms of Reference

At the February 12, 2025 meeting, Committee Terms of Reference were reviewed, as required annually, and the Terms were referred to Director of Legislative Services & City Clerk Krista Power to report back at the March 13, 2025 Inter-Governmental Affairs Committee (IGAC) meeting with proposed updates for committee approval prior to approval by City Council.

At the March 13, 2025 meeting, Krista Power provided an overview of proposed updates and it was requested updated Terms of Reference come forward to IGAC prior to the end of May 2025 for approval and that changes be presented to City Council following the presentation and outcome of the governance and committee review.

Director - Legislative Services & City Clerk provided the updated Terms of Reference and discussed how the current governance review may affect the Inter-Governmental Affairs Committee.

Discussion was held relative to the addition of language reflecting that

member composition is strategic to best position the committee for success in advocacy efforts with other levels of government.

Clerk Power advised that she will make the discussed changes and that the existing Terms of Reference remains in place until the updated Terms of Reference are approved by Council.

This matter will be reviewed prior to presentation to City Council following the completion of the governance review by the end of June 2025.

9. 2025 Association of Municipalities of Ontario (AMO) Conference - Advocacy

The 2025 Association of Municipalities of Ontario (AMO) conference will take place August 17 - August 20, 2025.

Discussion was held relative to the following advocacy items for the upcoming AMO conference:

Northern Arterial (NWA)
Twinning of the Highway
Funding for the Multi-Use Indoor Turf Facility
Black Ash (if not resolved prior to August)
Economic Development - Current and potential projects
Emergency Preparedness - Forest Fires
Lakehead Psychiatric Hospital Building & Land
Temporary Village and Designated Encampments

Larry Joy, Policy Assistant to the Mayor will contact the Ministry offices to request meetings with the Ministers at the AMO Conference.

Discussion was held relative to potential delegations by Thunder Bay District Health Unit and Thunder Bay Police Service Board. To be discussed at the next Intergovernmental Affairs Committee meeting.

10. Outstanding Items

Memorandum from Executive Administrator Leanne Lavoie, dated April 29, 2025 providing the Inter-Governmental Affairs Committee Outstanding Items List, for information.

11. New Business

11.1 Letter - Community Sport and Recreation Infrastructure Fund

Correspondence from Mayor Ken Boshcoff dated May 8, 2025 and addressed to Minister of Sport Neil Lumsden advocating for the City of Thunder Bay Indoor Turf Facility application to the Community Sport and Recreation Infrastructure Fund, for information. Distributed separately to committee members on May 14, 2025.

Correspondence provided for information for members of committee.

12. Next Meeting

The next regular Inter-Governmental Affairs Committee meeting is scheduled for June 25, 2025 at 4:00 p.m. via Microsoft Teams.

13. Adjournment

The meeting adjourned at 5:02 p.m.



Official Recognition Committee Meeting Minutes

Thursday, March 20, 2025, 4:03 p.m.

Martin Room - 3rd Floor, City Hall

1. Official Recognition Committee Meeting 02-2025

Chair: Anthony Foglia

2. Members

Councillor Michael Zussino

Anthony Foglia

Tiffany Gervasi

Elaine Lynch

Matthew Villella

3. Officials

Dana Earle, Manager of Legislative Services & Deputy City Clerk

Lori Wiitala, Committee Clerk & Legislative Specialist

4. Disclosures of Interest

5. Agenda Approval

MOVED BY: Councillor Michael Zussino

SECONDED BY: Tiffany Gervasi

WITH RESPECT to the March 20, 2025, 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 01-2025 of the Official Recognition Committee, held on February 13, 2025, to be confirmed.

THAT the Minutes of Meeting 01-2025 of the Official Recognition Committee, held on February 13, 2025, be confirmed.

The Minutes of Meeting 01-2025 of the Official Recognition Committee, held on February 13, 2025, to be confirmed.

MOVED BY: Matthew Villella

SECONDED BY: Tiffany Gervasi

THAT the Minutes of Meeting 01-2025 of the Official Recognition Committee, held on February 13, 2025, be confirmed.

CARRIED

7. 47th Annual City of Thunder Bay Official Recognition Awards

The Committee will discuss the 47th Annual City of Thunder Bay Citizens of Exceptional Achievement Awards event preparations.

Manager of Legislative Services & Deputy City Clerk Dana Earle and Committee Clerk & Legislative Specialist Lori Wiitala provided an update on event preparations to date.

A checklist was created and duties were assigned:

- reach out to City Council to confirm attendance
- prepare script for MC and speakers
- request photo backdrop from Corporate Communications; a staff member can attend the event to take photos in Council Chambers, if required
- Chair Anthony Foglia will take photos of the award recipients in the McNaughton room, after they receive their award
 - Chair Foglia to try and source a tripod
- Councillor Zussino will Chair the Committee of the Whole meeting on April 15th
- add event to the City of Thunder Bay's event calendar
- include Land Acknowledgement to the agenda
- a table will be set up in Council Chambers for Tiffany to hold the programme, scrolls, City of Thunder Bay's Prince Arthur's Landing book, and the medallions

- MC Vice-Chair Matthew Villella will be seated at the deputation desk
- camera operation will be provided by Seija or Akio
- Committee Members and Staff to arrive between 5-5:30 for set up and organization
 - dinner will be provided
- there was a request for hand sanitizer to be available at the event

A rundown of how the evening is expected to proceed, was provided.

8. Next Meeting

The next meeting has not been scheduled.

9. Adjournment

The meeting adjourned at 4:39 p.m.

Corporate Report

REPORT NUMBER 155-2025-City Manager's Office-Office of the City Clerk		
DATE PREPARED April 28, 2025		FILE
MEETING DATE July 21, 2025		
SUBJECT 2024 Accessibility Progress Report		

RECOMMENDATION

This Report is for information only.

LINK TO STRATEGIC PLAN

These pillars of the Strategic Plan are inherent to the 2024-2029 Multi-Year Accessibility Plan:

- Safety and well-being. Our community is healthy, safe, and strong.
- Sustainability. We advance a thriving economy and environment.

EXECUTIVE SUMMARY

This report outlines the City of Thunder Bay's progress in 2024 toward creating a more inclusive and accessible community. It highlights key initiatives and accomplishments aligned with the 2024–2029 Multi-Year Accessibility Plan, aimed at identifying, removing, and preventing barriers to municipal programs, services, and facilities. Barriers can be visible or invisible and include attitudinal, information and communication, systematic, physical and technological barriers.

Throughout the year, the City implemented a range of accessibility improvements, including upgrades to recreation facilities, enhanced training for staff, expanded inclusive programming, playground renewals, and transit service enhancements. These efforts were guided by ongoing collaboration with the Accessibility Advisory Committee and informed by public engagement and feedback.

The report also reflects the City's continued compliance with the *Accessibility for Ontarians with Disabilities Act, 2005*, and the Integrated Accessibility Standards Regulation. By embedding accessibility into planning, infrastructure, and service delivery, the City remains committed to fostering a barrier-free environment that supports the full participation of all residents.

DISCUSSION

Accessibility Plan

The Office of the City Clerk provides oversight and strategic direction for accessibility-related initiatives, projects and the 2024-2029 Multi-Year Accessibility Plan (the Plan). The Municipal Accessibility Specialist is responsible for working with the Accessibility Advisory Committee, and its sub-committee known as the Built Environment Working Group, whose members offer valuable insight to the community and supports the City of Thunder Bay and Administration in the implementation of the Plan. The Specialist also assists City departments in responding to accommodation needs and ensuring that municipal programs and services are as accessible as possible.

The Municipal Accessibility Specialist is committed to preparing annual status updates (O. Reg. 191/11, s. 4 (3); O. Reg. 413/12, s. 3 (1)), describing what has been done to achieve the City's accessibility goals described in the Plan. Reports will be posted on the City's website and presented as required to City Council and the Accessibility Advisory Committee.

Barrier Identification and Removal

The following list outlines many of the projects completed in 2024 that aimed to remove barriers to accessing City programs and services. This list is not exhaustive. These include:

Recreation Facilities

- New portable pool lifts for entry and exit use in the shallow, lanes, deep and hot tub
- Three new accessible resistance machines at the Canada Games Complex (seven in total with swivel seat for wheelchair access)
- Additional grab bars installed in the Women's shower area at Churchill Pool
- In addition to seated Yoga, Chair Zumba has been added
- A FIT 5 class has been added for people with Intellectual and Developmental Disabilities, a more social exercise experience for Inclusion Services participants

Customer Service & Communications

- Staff Training

- Language awareness training document created – Language Matters – Disability
 - Additional training resources provided for Inclusion Facilitators
- Inclusion, Junior Inclusion Services and Personal Attendant for Leisure (PAL) cards are now available online as fillable forms
- Closed Captioning is manually applied to the City's "The Minutes" Podcast to ensure accuracy

Parks & Playgrounds

- Vickers Park Playground Renewal
 - New inclusive play structure with rubber safety surface
 - Concrete access walkways, covered shade structure with accessible tables
 - Added designated accessible parking spaces on Selkirk Street that access the park with new accessible curb drop and tactile warning strip
- North Neebing Park Playground Renewal
 - Replaced old inaccessible playground with new structure, inclusive components and Engineered Wood Fibre Safety Surface
 - New granular walkways added to connect the park and neighbourhood as well as create a loop in the park
 - Metal shade structure with seating
- Mission Island Boat Launch Park Playground Renewal
 - New playground and structure with inclusive components and Engineered Wood Fibre Safety Surface
 - New granular access walkway and sitting area
- Wasco Park Playground Renewal
 - Replaced inaccessible playground with new structure, inclusive components and Engineered Wood Fibre Safety Surface
 - New granular access walkway and concrete sitting area
- Trowbridge Falls Park Playground Renewal
 - Replaced old inaccessible playground with new structure, inclusive components and Engineered Wood Fibre Safety Surface
 - New granular access walkway and concrete sitting area
- Algoma Daycare Tot Area Playground
 - Constructed new natural play area with concrete walkways, various tactile play surfaces, shade structure and rain garden
- Waddington Park Trail Rehabilitation

- Phase two of existing multi-use trail rehabilitation, plus the addition of a new trail from the accessible parking spaces to the tennis and basketball courts, and new asphalt trail with accessible grade from the park to Dacre Street
 - Trail lighting upgrade to LED fixtures
- Chippewa Park Sandy Beach
 - Added an Accessible Change Room
 - Crusher fines top coated granular pathway from the parking lot to the change room and the beach
 - Accessible beach mat and portable lift have been purchased and will be installed for use this summer
- Charry Park De-Pavement Project
 - Removed cracked and degraded asphalt bumps and replaced with rain garden and connecting crusher fines coated granular walkway
 - Concrete sitting area connects to existing playground area

Sidewalks and Recreation Trails

- Lift and Level program
 - In 2024 approximately 16 sidewalks with trip edges were ground down or padded with asphalt across the City
- Multi-Use Trail improvements at:
 - William Street underpass
 - Near Fairbrooke Crescent
 - Near Dease Street
 - Near MacIntosh Street
 - An accessible ramp was built replacing the stairs to connect the trail at the dead end of Melon St off of Junot Ave.

Transit Services

- Transit 2024-2029 Accessibility Plan, updated in 2023
- Bus Stop Upgrade Program (ongoing)
 - 5 new bus stop shelters
 - 25 mobility pads connected to pedestrian infrastructure
- Transit App Partnership
 - Transit App was introduced to provide the public with real-time departure information and trip planning
 - The app meets WCGA 2.0 level A and level AA and meets the guidelines of WCGA 2.1 A and AA
 - Riders can set preferences such as:
 - prioritize trips that minimize walking

- ability to turn on display accessible stop information (i.e. wheelchair icon)
- utilize GO mode – where it provides step-by-step audio instructions
- screen reader compatible
- Transit Service Disruptions
 - Enhanced communications utilizing Transit Services Facebook and Transit Services webpage
 - Advance notice signage is installed at affected bus stops, as well as additional temporary signage when detoured routes are required

CONSULTATION

Consultation plays a vital role in the Accessibility Plan and is a central focus of the Accessibility Advisory Committee (AAC). Engaging with both the community and City Administration allows for meaningful dialogue and the proactive identification of accessibility concerns related to municipal facilities, services, and initiatives.

This collaborative approach is also integral to the development and implementation of the City of Thunder Bay's overall Accessibility Plan. It is a standard practice within the corporation for departments to consult with the AAC before presenting proposals to City Council or the public to ensure accessibility considerations are addressed early in the planning process.

The Accessibility Advisory Committee (AAC) meets at least eight times a year and hosts an annual open house.

In 2024, the AAC hosted two (2) public open house events to introduce the 2024 – 2029 Multi Year Accessibility Plan and receive feedback from the community; held a flag raising ceremony to celebrate National AccessAbility Week; and dropped the puck at a Lakehead University Thunder Wolves game to raise awareness about Invisible Disabilities.

FINANCIAL IMPLICATION

There are no direct financial implications associated with this report. The Office of the City Clerk receives a dedicated capital envelope approved through the annual capital budget process, which provides flexibility to fund unexpected or one-time projects that fall outside of departmental capital budgets.

CONCLUSION

The City of Thunder Bay continues to demonstrate its commitment to accessibility through ongoing efforts to identify, remove, and prevent barriers across municipal programs, services, and facilities. In 2024, significant strides were made in areas such as inclusive recreation, accessible infrastructure, transit enhancements, and community engagement. These initiatives reflect the City's dedication to fostering an inclusive environment that supports the diverse needs of its residents.

The collaboration between City departments, the Accessibility Advisory Committee, and community stakeholders plays a vital role in ensuring the effective implementation of the 2024–2029 Multi-Year Accessibility Plan. Through thoughtful planning, continuous consultation, and responsive service delivery, the City is making meaningful progress toward its vision of a barrier-free community.

This report highlights the achievements of 2024 and reinforces the City's ongoing obligation under the Accessibility for Ontarians with Disabilities Act, 2005. As accessibility needs continue to evolve, the City remains committed to integrating inclusive practices into all areas of municipal operations.

BACKGROUND

In Ontario, approximately 2.6 million people have a disability. This means roughly one in four Ontarians live with a disability and face various types of accessibility challenges in their everyday life. Also, as the aging population is expected to grow in the next 25 years, it is projected that the number of people living with a disability is also expected to grow in our province.

Under the *Accessibility for Ontarians with Disabilities Act, 2005*, and requirements through the *Integrated Accessibility Standards Regulation* (O. Reg. 191/11) (IASR), the City of Thunder Bay must comply with this legislation to create and maintain barrier-free access to City facilities, programs, services, information, communications, employment and transportation.

Compliance is legislated with biennial reporting to the provincial accessibility directorate. Penalties apply if compliance requirements are not met. Non-compliance fines may result in penalties of up to a maximum of \$100,000 per day for corporations.

In June 2024, City Council adopted the 2024-2029 Multi-Year Accessibility Plan and Corporate Accessibility Policy (Policy 08-01-04).

REFERENCE MATERIAL ATTACHED

None.

REPORT PREPARED BY

Flo-Ann Track, Council & Committee Clerk and Acting Municipal Accessibility Specialist,
City Manager's Office

REPORT SIGNED AND VERIFIED BY

Kerri Marshall, Acting City Manager

Date (06/06/2025)

Memorandum

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

FROM: Councillor Rajni Agarwal, Vice-Chair of Clean, Green & Beautiful

DATE: 07/11/2025 (mm/dd/yyyy)

SUBJECT: Clean, Green & Beautiful Project – Memorial Project

MEETING & DATE: Committee of the Whole – 07/21/2025 (mm/dd/yyyy)

This memorandum is with respect to sharing information with City Council relative to a project proposed and approved by Clean, Green & Beautiful. This project creates an opportunity to commemorate veterans in the City of Thunder Bay with the installation of banners that acknowledge the fallen in key areas of the city. The areas of the city that will host these banners will be located on Memorial Avenue and the area around Waverley Park and City Hall where the memorial cenotaphs are located. The identified areas will be populated as more applications are approved.

Clean, Green & Beautiful has created a partnership with the Royal Canadian Legion Branch 5 to work together to receive applications to acknowledge fallen veterans. Banners would be displayed in the fall of each year (beginning at the end of September/beginning of October to end of November).

The cost of this work for the first three years (2025-2027) is fully funded via the 2025 Clean, Green & Beautiful budget. The budget covers the cost of the purchase of 200 sets of banner arms which will be installed in the areas noted above: the purchase of up to 100 banners for the fallen Thunder Bay, and Fort William First Nation veterans. The allocation of these funds covers the cost of the annual installation of the banners for the Key partner Royal Canadian Legion Branch 5. The other banners for veterans who have served and have been sponsored by family and approved by the Royal Canadian

Legion will be purchased at the cost of the family sponsor. The family supported banners will be installed in the same locations for all our veterans.

This motion requests that City Council approve this project in principle as it is the goal that this project move forward as an annual commemoration which would dedicate the use of these banner locations exclusively for the Remembrance Day memorial banner program as it begins and as it expands in the future. The banners will be stored by the Royal Canadian Legion Branch 5. The exclusive use would be during the months of commemoration. The project costs for 2025-2027 will be completed within the budget of Clean Green & Beautiful allocation. The annual budget allocation to erect and remove the banners annually beyond 2027 is being requested for future years.

As such the following motion is provided for Committee of the Whole's consideration at the July 21, 2025 Meeting:

WITH RESPECT to the Memorandum from Councillor Rajni Agarwal, dated July 11, 2025 we recommend that City Council approve in principle the project approved by Clean, Green & Beautiful to post memorial banners honouring war veterans in the City of Thunder Bay;

AND THAT funding required for additional years of this project beyond 2027 be subject to City Council budget deliberations for 2028 and onward;

AND THAT Administration provide City Council more information on this project as it evolves;

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

C.C. John Collin, City Manager
Kerri Marshall, Commissioner – Growth
Cynthia Olsen, Director – Strategy & Engagement
Stephen Margarit, Chair – Clean, Green & Beautiful
George Romick OStJ, CD3, 1st Vice President & Executive Secretary
Port Arthur Branch #5, Royal Canadian Legion

Memorandum

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

FROM: Councillor Rajni Agarwal

DATE: 07/10/2025 (mm/dd/yyyy)

SUBJECT: South Core Roar – Funding Request

MEETING & DATE: Committee of the Whole – 07/21/2025 (mm/dd/yyyy)

This memorandum is with respect to an upcoming event planned in the south core of the city in the area of Victoria and May streets and includes Patterson Park. Planned for September 20th, **South Core Roar** is supported by the Victoria Avenue Business Improvement Area (also known as the Fort William Business District) and associated businesses in the BIA and outside of the BIA's borders.

The South Core Roar is about civic pride, increasing our appreciation for this area of the city and the vibrancy that continues to grow with development and the reimagining of Victoriaville. This event includes road closures of some streets and will provide audiences with fantastic music and entertainment and food and drink offerings.

The South Core Roar is pleased to be a recipient of funding from the Community Economic Development Commission (CEDC). I am requesting additional support from the City of Thunder Bay. Unfortunately, it was beyond the time frame to apply for a grant from the Community, Youth and Cultural Funding Program.

What is requested is both financial and in-kind support. A contribution of \$20,000 is requested along with in-kind support in the form of litter and refuse cleanup of the area pre and post event.

As such the following motion is provided for Committee of the Whole's consideration at the July 21, 2025 Meeting:

WITH RESPECT to the memorandum from Councillor Rajni Agarwal, dated July 10, 2025 we recommend that \$20,000 of funding be allocated from the City of Thunder Bay to support the South Core Roar event taking place on September 20, 2025;

AND THAT the source of funding be determined by Administration prior to ratification of this decision;

AND THAT Administration provide in-kind support for the event with the addition of litter and refuse pick up before and after the event;

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

C.C. John Collin, City Manager
Kerri Marshall, Commissioner – Growth
Kayla Dixon, Commissioner – Infrastructure & Operations

Memorandum

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

TO: Mayor & Council

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

DATE: Tuesday, July 8, 2025

SUBJECT: Outstanding List - Administrative Services Session as of July 8, 2025
Committee of the Whole – July 21, 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