



Finance & Administration Standing Committee Meeting Minutes

Tuesday, October 14, 2025, 4:31 p.m.

S.H. Blake Memorial Auditorium

Present: Mayor Ken Boshcoff
Councillor Albert Aiello
Councillor Mark Bentz
Councillor Brian Hamilton
Councillor Michael Zussino

Officials: Jeff Walters, Manager- Legislative Services & Deputy City Clerk
John Collin, City Manager
Patty Robinet, City Solicitor
Keri Greaves, Commissioner - Corporate Services & City Treasurer
Matthew Miedema, Acting Commissioner - Infrastructure & Operations
Krista Power, Director - Legislative Services & City Clerk
Dana Earle, Director - Customer Service
Andrea Morrison, Director - Finance
Katie Piché, Council & Committee Clerk

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

Chair: Councillor Mark Bentz

2. Land Acknowledgement

Councillor Albert Aiello provided a land acknowledgement.

3. Disclosures of Interest

4. Confirmation of Agenda

MOVED BY: Councillor Michael Zussino

SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to the October 14, 2025 Finance and Administration Standing Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

5. Deputations

5.1 Request for Exemption - Animal Keeping By-law

Correspondence received from Lisa Parent, dated September 15, 2025 requesting to provide a deputation relative to requesting an exemption to the Animal Keeping By-law.

Additional material, including letters of support received from deputant Lisa Parent relative to the Request for Exemption - Animal Keeping By-law was distributed separately on Friday, October 10, 2025.

Memorandum from Commissioner-Corporate Services Keri Greaves, dated October 3, 2025, relative to the request for exemption to the Animal Keeping By-law.

Dane Parent, Lyana Parent and Bobbie-Sue Caratti appeared before Committee, provided a deputation and responded to questions.

Referral - Request for Exemption - Animal Keeping By-law

MOVED BY: Councillor Brian Hamilton

SECONDED BY: Councillor Michael Zussino

WITH RESPECT to the deputation from Dane Parent and Bobbie-Sue Caratti requesting an exemption to the animal keeping By-law 120-1983, we recommend that Administration report back to City Council relative to the exemption of ball pythons;

AND THAT Administration report back on or before Q2 2026.

CARRIED

6. Minutes of Previous Meetings

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

7. Reports of Administration

7.1 Art Gallery Additional Contribution

At the August 25, 2025 Committee of the Whole meeting, a resolution was passed referring the Art Gallery's request for additional funding back to Administration, and recommending that Administration report back by the end of October 2025 with information on timelines, financial impacts, recommended funding sources, and how the funds could be released if approved.

Report 295-2025-Corporate Services requesting endorsement of the Standing Committee relative to the new Thunder Bay Art Gallery facility and the capital costs associated with construction.

MOVED BY: Councillor Brian Hamilton

SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 295-2025-Corporate Services, we request endorsement of the Standing Committee to forward the following recommendations to City Council:

WE RECOMMEND THAT an additional \$2.5 million be allocated to the Thunder Bay Art Gallery for the capital costs associated with construction of the new Art Gallery facility;

AND THAT the sources of financing for this additional contribution be as follows:

Municipal Accommodation Tax Reserve Fund \$0.75 million

Municipal Accommodation Tax Reserve Fund \$0.50 million (2026 Budget)

Renew Thunder Bay Reserve Fund \$1.25 million;

AND THAT the release of any additional municipal funding be conditional upon confirmation of all other funding sources required to achieve partial opening;

AND THAT the Mayor and City Clerk be authorized to sign the funding agreement and any subsequent agreements or amendments between The Corporation of the City of Thunder Bay and Thunder Bay Art Gallery relative to this project;

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

LOST

A revote was requested.

MOVED BY: Councillor Brian Hamilton

SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 295-2025-Corporate Services, we request endorsement of the Standing Committee to forward the following recommendations to City Council:

WE RECOMMEND THAT an additional \$2.5 million be allocated to the Thunder Bay Art Gallery for the capital costs associated with construction of the new Art Gallery facility;

AND THAT the sources of financing for this additional contribution be as follows:

Municipal Accommodation Tax Reserve Fund \$0.75 million

Municipal Accommodation Tax Reserve Fund \$0.50 million (2026 Budget)

Renew Thunder Bay Reserve Fund \$1.25 million;

AND THAT the release of any additional municipal funding be conditional upon confirmation of all other funding sources required to achieve partial opening;

AND THAT the Mayor and City Clerk be authorized to sign the funding agreement and any subsequent agreements or amendments between The Corporation of the City of Thunder Bay and Thunder Bay Art Gallery relative to this project;

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

At the request of the Chair, Councillor Albert Aiello assumed the chair.

Amendment - Art Gallery Additional Contribution

MOVED BY: Councillor Mark Bentz

SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 295-2025-Corporate Services, we recommend that the \$1.25 million contribution from Renew Thunder Bay Reserve Fund be removed.

LOST

Councillor Mark Bentz resumed the Chair.

Original Resolution - Art Gallery Additional Contribution

MOVED BY: Councillor Brian Hamilton

SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 295-2025-Corporate Services, we request endorsement of the Standing Committee to forward the following recommendations to City Council:

WE RECOMMEND THAT an additional \$2.5 million be allocated to the Thunder Bay Art Gallery for the capital costs associated with construction of the new Art Gallery facility;

AND THAT the sources of financing for this additional contribution be as follows:

Municipal Accommodation Tax Reserve Fund\$0.75 million

Municipal Accommodation Tax Reserve Fund\$0.50 million (2026 Budget)

Renew Thunder Bay Reserve Fund \$1.25 million;

AND THAT the release of any additional municipal funding be conditional upon confirmation of all other funding sources required to achieve partial opening;

AND THAT the Mayor and City Clerk be authorized to sign the funding agreement and any subsequent agreements or amendments between The Corporation of the City of Thunder Bay and Thunder Bay Art Gallery relative to this project;

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

LOST

7.2 Request from Thunder Bay Community Auditorium Reserve Fund

Report 321-2025-Corporate Services-Finance requesting endorsement of the Standing Committee relative to the Thunder Bay Community Auditorium Capital Reserve Fund.

MOVED BY: Councillor Albert Aiello

SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to Report 321-2025-Corporate Services-Finance, we request endorsement of the Standing Committee to forward the following recommendations to City Council:

WE RECOMMEND THAT \$119,627 be reimbursed to the Thunder Bay Community Auditorium Inc. for eligible capital repair costs, to be funded from the Thunder Bay Community Auditorium Capital Reserve Fund;

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

CARRIED

7.3 Terms of Reference - Inter-Governmental Affairs Committee

Report 300-2025-City Manager's Office-Office of the City Clerk requesting endorsement of the Standing Committee relative to the terms of reference for the Inter-Governmental Affairs Committee.

MOVED BY: Mayor Ken Boshcoff

SECONDED BY: Councillor Michael Zussino

WITH RESPECT to Report 300-2025-City Manager's Office-Office of the City Clerk, we request endorsement of the Standing Committee to forward the following recommendation to City Council:

WE RECOMMEND THAT the Terms of Reference for the Inter-Governmental Affairs Committee, as appended to this report as Attachment A, be approved;

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

CARRIED

8. Petitions and Communications

8.1 Project Initiation - Centralized Customer Service

Memorandum from Director-Customer Service Dana Earle dated September 12, 2025 relative to the project initiation of the City of Thunder Bay's Centralized Customer Service.

Director-Customer Service Dana Earle provided a PowerPoint presentation relative to the project initiation of the City of Thunder Bay's Centralized Customer Service and responded to questions.

9. Adjournment

The meeting adjourned at 6:31 p.m.