Committee of the Whole Meeting Minutes
Monday, April 22, 2024

Committee of the Whole - Closed Session in the McNaughton Room at 4:32 p.m.

Present:	Councillor Rajni Agarwal Councillor Albert Aiello Councillor Mark Bentz Councillor Shelby Ch'ng Councillor Kasey Etreni Councillor Andrew Foulds Councillor Trevor Giertuga Councillor Brian Hamilton Councillor Greg Johnsen Councillor Kristen Oliver Councillor Dominic Pasqualino Councillor Michael Zussino
Officials:	Krista Power, Director - Legislative Services & City Clerk

1. Committee of the Whole – Closed Session

Chair: Councillor Andrew Foulds

2. Disclosures of Interest

Councillor Andrew Foulds declared a conflict of interest relative to Report 2024CLS.022 (Human Resources & Corporate Safety) as a family member is employed by the City of Thunder Bay.

Councillor Albert Aiello declared a conflict of interest relative to Report 2024CLS.022 (Human Resources & Corporate Safety) as a family member is employed by the City of Thunder Bay.

3. Reports of Municipal Officers

3.1 Human Resources Matter (City Manager Selection - Incoming)

Confidential Memorandum from Director - Human Resources & Corporate Safety Karie Ortgiese dated April 17, 2024, relative to the above noted was distributed to City Council, City Solicitor and Director – Human Resources & Corporate Safety only.

Director - Human Resources & Corporate Safety Karie Ortgiese entered the meeting room, provided an overview and responded to questions.

City Clerk Krista Power responded to questions.

It was consensus of Committee that Administration proceed as directed.

The City Clerk advised that the resolution relative to the above noted would be presented to Committee of the Whole to be held later in the evening.

3.2 Human Resources Matter (City Manager - Outgoing)

Confidential Memorandum from Director - Human Resources & Corporate Safety Karie Ortgiese dated April 12, 2024, relative to the above noted. was distributed to City Council, City Solicitor and Director – Human Resources & Corporate Safety only.

Director Karie Ortgiese provided an overview and responded to questions.

It was consensus of Committee to amend the recommendation provided in Confidential Memorandum from Director - Human Resources & Corporate Safety Karie Ortgiese, and for Administration proceed as directed.

The City Clerk advised that the resolution relative to the above noted would be presented to Committee of the Whole to be held later in the evening.

3.3 Human Resources Matter (Non-Union and Managerial Salaries)

Report 2024CLS.022 (Human Resources & Corporate Safety) relative to the above noted, was distributed separately to City Council, City Manager, City Solicitor, City Treasurer and General Manager - Corporate Services, only.

Councillor Andrew Foulds declared a conflict of interest on the above noted item as a family member is employed by the City of Thunder Bay.

Councillor Albert Aiello declared a conflict of interest on the above noted item as a family member is employed by the City of Thunder Bay.

It was consensus of Committee to defer this item to the May 13th Committee of the Whole - Closed Session Meeting.

3.4 Legal Matter (Contractual Matter – Thunder Bay Public Library)

City Manager Norm Gale, City Solicitor Patty Robinet, Deputy City Solicitor Cynthia Cline, City Treasurer Keri Greaves, General Manager - Corporate Services Karen Lewis and Director - Engineering Kayla Dixon entered the meeting room.

Report 2024CLS.016 (Legal Services) relative to the above noted was distributed to City Council, City Manager, City Solicitor, City Treasurer, General Manager – Corporate Services, and General Manager – Infrastructure, Development & Operations only.

Patty Robinet provided an overview and responded to questions.

Norm Gale responded to questions.

Krista Power responded to questions.

Cynthia Cline responded to questions.

At 6:49 p.m. it was consensus of Committee to recess.

Open Session in the S.H. Blake Memorial Auditorium at 6:49 p.m.

Present:
Councillor Rajni Agarwal
Councillor Albert Aiello
Councillor Mark Bentz
Councillor Shelby Ch'ng
Councillor Kasey Etreni
Councillor Andrew Foulds
Councillor Trevor Giertuga
Councillor Brian Hamilton
Councillor Greg Johnsen
Councillor Kristen Oliver

Councillor Dominic Pasqualino
Councillor Michael Zussino

Officials: Krista Power, Director - Legislative Services & City Clerk
Norm Gale, City Manager
Dawne Latta, Deputy City Solicitor
Keri Greaves, City Treasurer
Karen Lewis, General Manager – Corporate Services
Brad Loroff, A/General Manager - Community Services
Kayla Dixon, A/General Manager – Infrastructure, Development & Operations
Karie Ortgiese, Director - Human Resources & Corporate Safety
Cynthia Olsen, Director – Strategy & Engagement
Doug Vincent, Manager – Licensing & Enforcement
Brad Loroff, Manager – Transit Services
Kerri Bernardi – Manager – Safety & Wellness
Shane Muir – Chief of EMS
Rilee Willianen – Policy & Research Analyst
Lori Wiitala, Council & Committee Clerk

4. Open Session (Administrative Services)
Chair: Councillor Mark Bentz

5. Disclosures of Interest

Councillor Kasey Etreni declared a conflict of interest relative to Memorandum from Cynthia Olsen dated April 8, 2024, 2024 Funding Contributions, as they are currently involved with Age Friendly Thunder Bay board.

6. Confirmation of Agenda

MOVED BY: Councillor Greg Johnsen
SECONDED BY: Councillor Kasey Etreni

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

CARRIED

7. Recess

At 6:56 p.m. a motion was presented to resolve back into Committee of the Whole - Closed Session.

MOVED BY: Councillor Andrew Foulds
SECONDED BY: Councillor Greg Johnsen

THAT the Committee reconvene into Committee of the Whole - Closed Session to continue with business at hand.

CARRIED

Committee of the Whole - Closed Session in the McNaughton Room at 6:58 p.m.

Present:
Councillor Rajni Agarwal
Councillor Albert Aiello
Councillor Mark Bentz
Councillor Shelby Ch'ng
Councillor Kasey Etreni
Councillor Andrew Foulds
Councillor Trevor Giertuga
Councillor Brian Hamilton
Councillor Greg Johnsen
Councillor Kristen Oliver
Councillor Dominic Pasqualino
Councillor Michael Zussino

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

8. Committee of the Whole – Closed Session

Chair: Councillor Andrew Foulds

8.1 Tbaytel Shareholder Quarterly Update

At 6:58 p.m. the Committee reconvened Committee of the Whole - Closed Session.

General Manager - Corporate Services Karen Lewis and City Treasurer Keri Greaves entered the meeting room.

CEO - Tbaytel Dan Topatigh and Tbaytel Board Chair Scott Potts entered the meeting room.

Scott Potts provided an overview and responded to questions.

Dan Topatigh provided a PowerPoint and responded to questions.

Open Session in the S.H. Blake Memorial Auditorium at 8:05 p.m.

Present:
Councillor Rajni Agarwal
Councillor Albert Aiello
Councillor Mark Bentz
Councillor Shelby Ch'ng
Councillor Kasey Etreni
Councillor Andrew Foulds
Councillor Trevor Giertuga
Councillor Brian Hamilton
Councillor Greg Johnsen
Councillor Kristen Oliver
Councillor Dominic Pasqualino
Councillor Michael Zussino

Officials:
Krista Power, Director - Legislative Services & City Clerk
Norm Gale, City Manager
Dawne Latta, Deputy City Solicitor
Keri Greaves, City Treasurer
Karen Lewis, General Manager – Corporate Services
Brad Loroff, A/General Manager - Community Services
Kayla Dixon, A/General Manager – Infrastructure, Development & Operations
Karie Ortgiese, Director - Human Resources & Corporate Safety
Cynthia Olsen, Director – Strategy & Engagement
Doug Vincent, Manager – Licensing & Enforcement
Brad Loroff, Manager – Transit Services
Kerri Bernardi – Manager – Safety & Wellness
Shane Muir – Chief of EMS
Rilee Willianen – Policy & Research Analyst
Lori Wiitala, Council & Committee Clerk

9. Recess

At 8:05 p.m. the Committee of the Whole meeting reconvened.

A motion was presented to recess Committee of the Whole and commence the City Council (Special Session) Tbaytel AGM.

MOVED BY: Councillor Kasey Etreni
SECONDED BY: Councillor Brian Hamilton

THAT the Committee reconvene Committee of the Whole and recess in order to commence the City Council (Special Session) Tbaytel AGM.

CARRIED

At 8:10 p.m. Committee of the Whole meeting reconvened.

Open Session in the S.H. Blake Memorial Auditorium at 8:10 p.m.

Present:
Councillor Rajni Agarwal
Councillor Albert Aiello
Councillor Mark Bentz
Councillor Shelby Ch'ng
Councillor Kasey Etreni
Councillor Andrew Foulds
Councillor Trevor Giertuga
Councillor Brian Hamilton
Councillor Greg Johnsen
Councillor Kristen Oliver
Councillor Dominic Pasqualino
Councillor Michael Zussino

Officials:
Krista Power, Director - Legislative Services & City Clerk
Norm Gale, City Manager
Dawne Latta, Deputy City Solicitor
Keri Greaves, City Treasurer
Karen Lewis, General Manager – Corporate Services
Brad Loroff, A/General Manager - Community Services
Kayla Dixon, A/General Manager – Infrastructure, Development & Operations
Karie Ortgiese, Director - Human Resources & Corporate Safety
Cynthia Olsen, Director – Strategy & Engagement
Doug Vincent, Manager – Licensing & Enforcement
Brad Loroff, Manager – Transit Services

Kerri Bernardi – Manager – Safety & Wellness
Shane Muir – Chief of EMS
Rilee Willianen – Policy & Research Analyst
Lori Wiitala, Council & Committee Clerk

10. Open Session (Administrative Services)
Chair: Councillor Mark Bentz

11. Items Arising from Closed Session

11.1 Human Resources Matter (City Manager Selection - Incoming)

Confidential Memorandum from Director - Human Resources & Corporate Safety Karie Ortgiese dated April 17, 2024, relative to the above noted was distributed to City Council, City Solicitor and Director – Human Resources & Corporate Safety only.

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

WITH RESPECT to the Confidential Memorandum from Director - Human Resources & Corporate Safety, dated April 17, 2024, we recommend that Administration proceed as directed in Closed Session.

CARRIED

11.2 Human Resources Matter (City Manager - Outgoing)

Confidential Memorandum from Director - Human Resources & Corporate Safety Karie Ortgiese dated April 12, 2024, relative to the above noted was distributed to City Council, City Solicitor and Director – Human Resources & Corporate Safety only.

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

WITH RESPECT to the Confidential Memorandum from Director - Human Resources & Corporate Safety, dated April 12, 2024, we recommend that Administration proceed as directed in Closed Session.

CARRIED

11.3 Legal Matter (Contractual Matter - Thunder Bay Public Library)

Report 2024CLS.16 (Legal Services) relative to the above noted was distributed to City Council, City Manager, City Solicitor, City Treasurer, General Manager – Corporate Services, and General Manager – Infrastructure, Development & Operations only.

MOVED BY: Councillor Albert Aiello
SECONDED BY: Councillor Kasey Etreni

WITH RESPECT to Report 2024CLS.16 (Legal Services) relative to the above noted, we recommend that Administration proceed as directed in Closed Session.

CARRIED

12. Reports of Committees, Boards and Outside Agencies

12.1 Official Recognition Committee

Minutes of Meeting 07-2023 of the Official Recognition Committee held on December 13, 2023, for information.

12.2 Clean, Green & Beautiful Committee

Minutes of Meeting 01-2024 of the Clean, Green & Beautiful Committee held on January 17, 2024, for information.

13. Reports of Municipal Officers

13.1 2023 Annual Safety Review Report

Report 57-2024 City Manager's Office-Human Resources & Corporate Safety providing an overview of corporate injury statistics, safety programming and claim cost information for 2023, for information.

13.2 Application for Cancellation, Reduction or Refund of Taxes Under Section 357 of the Municipal Act

Report 102-2024-Corporate Services-Revenue, recommending that the cancellation, reduction or refund of taxes totaling $19,518.96 as outlined in the Report, be approved.

Confidential Memorandum from Manager - Billing & Collection Chantal Harris dated

April 5, 2024, relative to the above noted was distributed separately on Thursday, April 18, 2024 to City Council, City Manager, City Solicitor, City Treasurer and General Manager – Corporate Services only.

MOVED BY: Councillor Albert Aiello
SECONDED BY: Councillor Rajni Agarwal

WITH RESPECT to Report 102-2024-Corporate Services-Revenue, we recommend that the cancellation, reduction or refund of taxes totaling $19,518.96 as outlined in the Report be approved;

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

CARRIED

13.3 Application For Cancellation, Reduction of Refund of Taxes Under Section 358 of The Municipal Act

Report 103-2024-Corporate Services-Revenue recommending that the cancellation, reduction or refund of taxes totaling $3,652.58 due to a gross or manifest errors in the preparation of the assessment rolls as outlined in the Report be approved.

Confidential Memorandum from Manager - Billing & Collection Chantal Harris dated April 5, 2024, relative to the above noted was distributed separately on Thursday, April 18, 2024 to City Council, City Manager, City Solicitor, City Treasurer and General Manager – Corporate Services only..

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

WITH RESPECT to Report 103-2024-Corporate Services– Revenue, we recommend that the cancellation, reduction or refund of taxes totaling $3,652.58 due to a gross or manifest errors in the preparation of the assessment rolls as outlined in the Report be approved;

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

CARRIED

13.4 2024 Council Remuneration

Report 136-2024-City Manager's Office-Human Resources & Corporate Safety recommending that the remuneration for City Council be amended for the annual adjustment of half the rate of inflation for 2023 for Thunder Bay (1.05%).

MOVED BY: Councillor Brian Hamilton
SECONDED BY: Councillor Greg Johnsen

WITH RESPECT to Report 136-2024-City Manager's Office-Human Resources & Corporate Safety as per the direction of City Council in Report R/29/2018, we recommend that the remuneration for City Council be amended for the annual adjustment of half the rate of inflation for 2023 for Thunder Bay (1.05%);

AND THAT this increase be retroactive to January 1, 2024;

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

AND THAT annual adjustments be presented to City Council for approval in conjunction with the annual review of By-law164-1989 (Non-union and Managerial Personnel of the Corporation of the City of Thunder Bay);

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

CARRIED

13.5 Report Back – Response to Unsheltered Homelessness: Feasibility of Designated/Supported Encampments

Report 137-2024 City Manager's Office-Strategy & Engagement recommending that Administration conduct an environmental scan of municipal approaches to designated and sanctioned sites in Ontario and undertake an assessment of recommendations to municipalities by the Office of the Federal Housing Advocate as they relate to our current approach, distributed separately on Friday, April 19, 2024.

MOVED BY: Councillor Brian Hamilton
SECONDED BY: Councillor Kasey Etreni

WITH RESPECT to Corporate Report 137-2024 (City Manager’s Office, Strategic Initiatives & Engagement) we recommend Administration conduct an environmental scan of municipal approaches to designated and sanctioned sites in Ontario and undertake an assessment of recommendations to municipalities by the Office of the Federal Housing Advocate as they relate to our current approach;

AND THAT Administration review and update the City of Thunder Bay Encampment Response Protocol informed by experience over the past year and input from public engagement, including enhanced community communication and reporting tools;

AND THAT Administration work to further define designated encampments for our community, informed by the public feedback from the designated encampment survey, and conducted in partnership with individuals experiencing unsheltered homelessness, Indigenous leadership, and local service providers directly involved in response;

AND THAT the City continue to coordinate a human rights-based encampment response, with enhancements to be funded through anticipated favourable operating variance in other areas;

AND THAT if variable operating variance in other areas is not available, the enhancements to the encampment approach be financed from the Stabilization Reserve in accordance with the Reserve and Reserve Fund by-law;

AND THAT the City Manager and City Clerk be authorized to execute any necessary documents;

AND THAT Administration include appropriate increase to the 2025 Community Strategies Operating Budget for Council's consideration;

AND THAT Outstanding Item Subject, "Response to Unsheltered Homelessness - a Protocol for the City of Thunder Bay" (Reference No. 2023-006-DEV) be removed from the Outstanding List for Administrative Services;

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

13.5.1 Amendment - Report Back - Response to Unsheltered Homelessness: Feasibility of Designated/Supported Encampments

MOVED BY: Councillor Trevor Giertuga
SECONDED BY: Councillor Rajni Agarwal

WITH RESPECT to Report 137-2024 City Manager's Office-Strategy & Engagement, we recommend the following paragraph be added to the resolution:

AND THAT Administration report back on or before June 24, 2024.

CARRIED

13.5.2 Amended - Report Back - Response to Unsheltered Homelessness: Feasibility of Designated/Supported Encampments

MOVED BY: Councillor Brian Hamilton
SECONDED BY: Councillor Kasey Etreni

WITH RESPECT to Corporate Report 137-2024 (City Manager's Office, Strategic Initiatives & Engagement) we recommend Administration conduct an environmental scan of municipal approaches to designated and sanctioned sites in Ontario and undertake an assessment of recommendations to municipalities by the Office of the Federal Housing Advocate as they relate to our current approach;

AND THAT Administration review and update the City of Thunder Bay Encampment Response Protocol informed by experience over the past year and input from public engagement, including enhanced community communication and reporting tools;

AND THAT Administration work to further define designated encampments for our community, informed by the public feedback from the designated encampment survey, and conducted in partnership with individuals experiencing unsheltered homelessness, Indigenous leadership, and local service providers directly involved in response;

AND THAT the City continue to coordinate a human rights-based encampment response, with enhancements to be funded through anticipated favourable operating variance in other areas;

AND THAT if variable operating variance in other areas is not available, the enhancements to the encampment approach be financed from the Stabilization Reserve in accordance with the Reserve and Reserve Fund by-law;

AND THAT the City Manager and City Clerk be authorized to execute any necessary documents;

AND THAT Administration include appropriate increase to the 2025 Community Strategies Operating Budget for Council's consideration;

AND THAT Outstanding Item Subject, "Response to Unsheltered Homelessness - a Protocol for the City of Thunder Bay" (Reference No. 2023-006-DEV) be removed from the Outstanding List for Administrative Services;

AND THAT Administration report back on or before June 24, 2024;

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

CARRIED

14. 11 p.m. Resolution

During discussion of the above noted item, the following resolution was passed:

MOVED BY: Councillor Kristen Oliver
SECONDED BY: Councillor Shelby Ch'ng

THAT the hour being 11:00 p.m., we continue with the business at hand.

CARRIED

15. Petitions and Communications

15.1 2024 Funding Contributions

Memorandum from Director - Strategy & Engagement Cynthia Olsen, dated April 8, 2024 recommending that funding contributions in the amount of $50,000 be provided.

Councillor Kasey Etreni declared a conflict of interest relative to 2024 Funding Contributions as they are currently involved with the Age Friendly Thunder Bay board.

MOVED BY: Councillor Greg Johnsen
SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to the Memorandum from Director – Strategy & Engagement Cynthia Olsen dated April 8, 2024, we recommend that the funding contributions approved in the 2024 Budget be released as follows:

- $50,000 to the following community-based strategies: Poverty Reduction Strategy (Lakehead Social Planning Council), Thunder Bay & Area Food Strategy (Roots Community Food Centre), Age Friendly Thunder Bay (Age Friendly Thunder Bay), and
- $15,000 for Incident Reporting & Referral Services (Lakehead Social Planning Council);

AND THAT representatives of the strategies continue to report back annually on progress in implementing their respective strategy;

AND THAT the Mayor and City Clerk be authorized to sign all documentation related to this matter;

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

CARRIED

15.2 Request to Remove from Outstanding List-2020-024-DEV-Request for Report-Development of Nuisance By-law

Memorandum from Manager - Licensing & Enforcement Doug Vincent dated April 8, 2024 recommending that Outstanding Item No 2020-024-DEV Request for Report - Development of a Nuisance By-law, be removed from the Outstanding List.

Councillor T. Giertuga requested to be recorded as opposed to the resolution relative to the above noted.

MOVED BY: Councillor Brian Hamilton
SECONDED BY: Councillor Greg Johnsen

WITH RESPECT to the Memorandum from Doug Vincent, Manager Licensing & Enforcement, dated April 08, 2024, we recommend that Outstanding Item 2020-024-DEV Request for Report - Development of a Nuisance By-law, be removed from the Outstanding List.

CARRIED

15.3 12:00 p.m. Resolution

During discussion of the above noted item, the following resolution was presented:

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

THAT the hour being 12:00 a.m., we continue with the business at hand.

CARRIED

15.4 Quarterly Financial Update Schedule

Memorandum from City Treasurer Keri Greaves dated April 11, 2024 relative to the above noted, for information.

16. Outstanding Items

16.1 Outstanding List - Revised

Memorandum from City Clerk Krista Power dated April 9, 2024 providing the Administration Services Outstanding List, distributed separately on Friday, April 19, 2024, for information.

17. New Business

17.1 Establishment of Committee of the Whole - Closed Session

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

THAT a Committee of the Whole – Closed Session meeting be scheduled for Wednesday, April 24, 2024 and Monday, May 6, 2024 at 5:30 p.m. in order to receive information pursuant to the Municipal Act (Section 239 (2)) relative to:

(b) personal matters about an identifiable individual, including municipal or local board employees;
(c) a proposed or pending acquisition or disposition of land by the municipality or local board;
(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
(i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
(j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value;
(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

CARRIED

18. Adjournment

The meeting adjourned at 12:09 a.m.