



Committee of the Whole Meeting Minutes

Monday, October 28, 2024

Committee of the Whole – Special Session in the McNaughton Room at 6:01 p.m.

Present:

- Mayor Ken Boshcoff
- Councillor Albert Aiello
- 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
- Kerri Marshall, Acting City Manager
- Michael Grimaldi, Acting City Solicitor
- Tina Larocque, Coordinator – Boards, Committees, Special Projects & Events

1. Committee of the Whole - Special Session

Chair: Councillor Andrew Foulds

1.1 Establishment of Committee of the Whole - Closed Session

At the October 21, 2024 Committee of the Whole meeting the following resolution was passed to establish a Committee of the Whole - Closed Session meeting on Monday, October 28, 2024:

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

THAT a Committee of the Whole - Closed Session meeting be scheduled for Monday, October 28, 2024 at 4:30 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;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting 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;
- (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.

Amendment - Establishment of Committee of the Whole - Closed Session

The following resolution was presented to amend the purpose of the October 28, 2024 Committee of the Whole - Closed Session meeting:

MOVED BY: Councillor Greg Johnsen

SECONDED BY: Councillor Kasey Etrene

WITH RESPECT to the resolution to establish the Monday, October 28, 2024 Committee of the Whole – Closed Session, we recommend that the following reasons be deleted:

- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting 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;

(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

Amended - Establishment of Committee of the Whole - Closed Session

MOVED BY: Councillor Albert Aiello

SECONDED BY: Councillor Dominic Pasqualino

THAT a Committee of the Whole - Closed Session meeting be scheduled for Monday, October 28, 2024 at 6:00 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.

CARRIED

Committee of the Whole – Closed Session in the McNaughton Room at 6:03 p.m.

Present:

- Mayor Ken Boshcoff
- Councillor Rajni Agarwal
- Councillor Albert Aiello
- 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
- Kerri Marshall, Acting City Manager
- Michael Grimaldi, Acting City Solicitor
- Tina Larocque, Coordinator – Boards, Committees, Special Projects & Events

2. Committee of the Whole - Closed Session

Chair: Councillor Andrew Foulds

2.1 Disclosures of Interest

2.2 Reports of Municipal Officers

2.2.1 Board Appointment - Thunder Bay International Airport Authority

Confidential Memorandum from Director – Legislative Services & City Clerk Krista Power, dated October 21, 2024 was distributed to Members of Council, City Manager, and City Solicitor only.

It was consensus of Committee that Administration proceed as directed.

The City Clerk advised that the resolution will be presented to Committee of the Whole to be held later in the evening.

2.2.2 Committee Appointments

Confidential Memorandum from Director – Legislative Services & City Clerk Krista Power, dated October 16, 2024 was distributed to Members of Council, City Manager, and City Solicitor only.

It was consensus of Committee that Administration proceed as directed.

The City Clerk advised that the resolution will be presented to Committee of the Whole to be held later in the evening.

Committee of the Whole – Open Session in the S. H. Blake Auditorium at 6:33 p.m.

Present:

Mayor Ken Boshcoff
Councillor Rajni Agarwal
Councillor Albert Aiello
Councillor Mark Bentz
Councillor Shelby Ch'ng
Councillor Kasey Etrene
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
Kerri Marshall, Acting City Manager
Michael Grimaldi, Acting City Solicitor
Keri Greaves, General Manager - Corporate Services & City
Treasurer
Kayla Dixon, Acting General Manager - Infrastructure,
Development & Operations
Kelly Robertson, General Manager - Community Services
Andrea Morrison, Deputy City Treasurer
Cynthia Olsen, Director - Strategy & Engagement
Karie Ortgiese, Director - Human Resources
Jack Avella, Director – Corporate Information Technology

Allan Hensel, Manager – Supply Management
Gordon Stover, Committee & Meeting Management System
Coordinator

3. Open Session (Administrative Services)

Chair: Councillor Mark Bentz

4. Disclosures of Interest

5. Confirmation of Agenda

MOVED BY: Councillor Brian Hamilton

SECONDED BY: Councillor Kristen Oliver

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

CARRIED

6. Items Arising from Closed Session

6.1 Board Appointment - International Airport Authority Board

Confidential Memorandum from Krista Power, Director - Legislative Services & City Clerk dated October 21, 2024 was previously presented at the Committee of the Whole - Closed Session meeting held earlier in the evening.

The City Clerk advised that the resolution would be presented for ratification at the City Council meeting to be held later in the evening and would require a two-thirds vote.

MOVED BY: Councillor Albert Aiello

SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to the Confidential Memorandum from Krista Power, Director of Legislative Services & City Clerk, dated October 21, 2024, we recommend the following two names be submitted by the City of Thunder Bay as their nominees, with the final nominee being selected by the TBIAAI to fulfill the three year term expiring November 30, 2027:

1. Ron Hell
2. Brock Penner

CARRIED

6.2 Committee Appointments

Confidential Memorandum from Krista Power, Director - Legislative Services & City Clerk dated October 16, 2024 was previously presented at the Committee of the Whole - Closed Session meeting held earlier in the evening.

The City Clerk advised that the resolution would be presented for ratification at the City Council meeting to be held later in the evening and would require a two-thirds vote.

MOVED BY: Councillor Kasey Etreni
SECONDED BY: Councillor Rajni Agarwal

WITH RESPECT to the confidential memorandum from Krista Power, Director of Legislative Services & City Clerk, dated October 16, 2024, we recommend that the following people be appointed to the following Authorities, Boards, Commissions and Committees:

1. Anti-Racism & Equity Advisory Committee

One (1) citizen to serve for the remainder of a 4 year term expiring November 14, 2026, or as soon as a replacement has been appointed:

Rae Ann Robinson

2. Community Safety & Well Being Committee

One (1) citizen to serve as an Advisor – Not for Profit organization for a 2 year term expiring June 30, 2026:

Eric Bilenki

One (1) citizen to serve as an Advisor – Public Health for a 2 year term expiring June 30, 2026:

Jennifer Pasiciel

CARRIED

7. Reports of Committees, Boards and Outside Agencies

7.1 Anti-Racism & Equity Advisory Committee Minutes

Minutes of Meeting 05-2024 of the Anti-Racism & Equity Advisory Committee held on May 28, 2024, for information.

7.2 Audit Committee Minutes

Minutes of Meeting 02-2024 of the Audit Committee held on May 17, 2024, for information.

7.3 Council Composition Review Committee Minutes

Minutes of Meeting 08-2024 of the Council Composition Review Committee held on September 3, 2024, for information.

7.4 Heritage Advisory Committee Minutes

Minutes of Meeting 04-2024 of the Heritage Advisory Committee held on June 27, 2024, for information.

7.5 Mayor's Taskforce on Building More Homes Advisory Committee

Minutes of Meetings 03-2024 and 04-2024 of the Mayor's Taskforce on Building More Homes Advisory Committee, dated June 19, 2024 and July 3, 2024, respectively, for information.

7.6 Thunder Bay Police Services Board Minutes

Minutes of the Thunder Bay Police Service Board meeting held on August 13, 2024, for information.

8. Reports of Municipal Officers

8.1 Corporate Digital Strategy Progress Update (May 2023 – September 2024)

Report 382-2024 - Corporate Services - Corporate Information Technology providing a progress update on initiatives which are included in and/or support the Corporate Digital Strategy (the Strategy) and covers the period from May 2023 through

September 2024, for information only.

Memorandum from Jack Avella, Director – Corporate Information Technology, dated October 16, 2024 requesting a presentation.

Jack Avella, Director – Corporate Information Technology appeared before Committee, provide a PowerPoint presentation and responded to questions.

8.2 Single Source Contract – Commercial Building Permits Digitization

Report 304-2024 - Corporate Services - Corporate Information Technology recommending the single source purchase of Software Development, Configuration & Implementation Services from Granicus to advance projects related to the digitization of Commercial Building Permit Processes.

MOVED BY: Councillor Albert Aiello

SECONDED BY: Councillor Trevor Giertuga

WITH RESPECT to Report 304-2024 - Corporate Services– Corporate Information Technology, we recommend that use of the Negotiation Method, pursuant to section 4.09 of the Supply Management By-law 113-2011, to purchase professional services from Granicus LLC (Granicus), be approved;

AND THAT Appropriation No. 18-2024 be approved to increase the project financing by \$200,000 from the Building Permit Reserve Fund;

AND THAT the Manager - Supply Management be authorized to issue the required purchase orders to Granicus;

AND THAT the General Manager - Corporate Services & City Treasurer be authorized to sign all documentation related to this matter;

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

CARRIED

8.3 2023 Audit Committee Annual Report

Report 383-2024 - Corporate Services - Office of the City Treasurer providing an annual report to City Council on its activities, including a review of its terms of reference, and a summary of how the Committee has fulfilled its role and mandate.

Attachment C - Annual Financial Report 2023 was distributed separately on Thursday, October 24, 2024.

The City Clerk advised that the resolution would be presented for ratification at the City Council meeting to be held later in the evening and would require a two-thirds vote.

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

WITH RESPECT to Report 383-2024-Corporate Services-Office of the City Treasurer, we recommend that; the audited Consolidated Financial Statements and the Trust Fund Statements of The Corporation of the City of Thunder Bay, for the year ended December 31, 2023, be approved, as recommended by the Audit Committee;

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

CARRIED

8.4 Supply Management By-Law Repeal and Replace

Report 336-2024 Corporate Services - Office of the City Treasurer recommending City Council approval to repeal Supply Management By-law 113-2011 and replace it with By-law 359-2024, a by-law to govern the way the Corporation purchases goods, services and construction.

Memorandum from Keri Greaves, General Manager - Corporate Services & City Treasurer, dated October 16, 2024 requesting a presentation.

Keri Greaves, General Manager - Corporate Services & City Treasurer appeared before Committee, provided a PowerPoint presentation and responded to questions.

MOVED BY: Councillor Brian Hamilton
SECONDED BY: Councillor Trevor Giertuga

WITH RESPECT to Report 336-2024-Corporate Services – Office of the City Treasurer, we recommend that By-law Number 113-2011 (the “Supply Management By-law”), as amended, be repealed and replaced with By-law Number 359-2024, being a by-law to govern the way the Corporation purchases goods, services and construction;

AND THAT the General Manager – Corporate Services & City Treasurer be authorized to present amending by-laws to By-law 359-2024 relating specifically to annual Canadian Free Trade Agreement adjustments and to procurement method thresholds;

AND THAT By-law 359-2024 be presented to City Council on November 4, 2024 for ratification.

CARRIED

8.5 Appointment of Acting Mayors 2024-2025

Report 316-2024 - City Manager's Office - Office of the City Clerk recommending the appointment of Acting Mayors for the period December 2024 to November 2025 and providing information relative to the process used in the assignments of Acting Mayors for ceremonial or compliance requirements on behalf of the Mayor, in the Mayor's absence.

MOVED BY: Councillor Dominic Pasqualino

SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 316-2024 - City Manager's Office - Office of the City Clerk, and pursuant to Section 242 of the *Municipal Act, 2001*, we recommend that the following Members of Council be appointed Acting Mayor, in the Mayor's absence, for the month indicated opposite their name:

December	2024	Councillor Kristen Oliver
January	2025	Councillor Mark Bentz
February	2025	Councillor Albert Aiello
March	2025	Councillor Andrew Foulds
April	2025	Councillor Rajni Agarwal
May	2025	Councillor Kasey Etreni
June	2025	Councillor Shelby Ch'ng
July	2025	Councillor Trevor Giertuga
August	2025	Councillor Greg Johnsen
September	2025	Councillor Dominic Pasqualino
October	2025	Councillor Brian Hamilton

November 2025 Councillor Michael Zussino

AND THAT By-law 317-2024 be presented to City Council for ratification on November 4, 2024.

CARRIED

9. Outstanding Items

9.1 Outstanding Items - Administrative Services

Memorandum from Krista Power, Director of Legislative Services & City Clerk dated October 15, 2024 containing the Outstanding List for Administrative Services, for information.

10. New Business

10.1 Regional Pilot for the Ontario Immigration Nominee Program

Memorandum from Councillor Kristen Oliver, Chair - Inter-Governmental Affairs Committee dated October 24, 2024 containing a motion recommending City Council's support for the Community Economic Development Commission's Expression of Interest application for the delivery of a Regional Pilot for the Ontario Immigration Nominee Program.

The City Clerk advised that the resolution would be presented for ratification at the City Council meeting to be held later in the evening and would require a two-thirds vote.

MOVED BY: Councillor Kristen Oliver

SECONDED BY: Councillor Kasey Etreni

WITH RESPECT to the Memorandum from Councillor Kristen Oliver dated October 24, 2024, we recommend in full support for the Community Economic Development Commission's Expression of Interest application for the delivery of a Regional Pilot for the Ontario Immigration Nominee Program which would assist local employers in attracting and retaining skilled workers and assist in the growth and development of the city of Thunder Bay and our surrounding communities;

AND THAT a copy of this resolution be provided to the CEDC for inclusion in their submission for this valuable program;

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

CARRIED

10.2 Establishment of Closed Session Meeting - November 4, 2024

The following resolution was presented for consideration:

MOVED BY: Councillor Greg Johnsen

SECONDED BY: Councillor Trevor Giertuga

THAT a Committee of the Whole – Closed Session meeting be scheduled for Monday, November 4, 2024 at 5:00 p.m. in order to receive information pursuant to the Municipal Act (Section 239 (2)) relative to:

- (a) the security of the property of the municipality or local board;
- (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;
- (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; or
- (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.

CARRIED

11. Adjournment

The meeting adjourned at 7:59 p.m.