



## **Waterfront Development Committee Meeting Minutes**

**Tuesday, September 10, 2024, 4:00 p.m.  
McNaughton Room - 3rd Floor, City Hall**

**1. Waterfront Development Committee Meeting 06-2024 4:10 p.m.**

Vice-Chair: Timothy Hardie

**2. Members**

Roderick Bosch  
Timothy Hardie  
Warren Philp  
Councillor Michael Zussino

**3. Officials**

Kerri Marshall, General Manager – Infrastructure, Development & Operations  
Kayla Dixon, Director of Engineering – Infrastructure, Development & Operations  
Dana Earle, Deputy City Clerk  
Guy Walter, Landscape Architect  
Flo-Ann Track, Council & Committee Clerk

**4. Guests**

Chris Heikkinen, CEO - Thunder Bay Port Authority

**5. Welcome and Introductions**

Vice-Chair Timothy Hardie welcomed those in attendance and a roundtable of introductions followed.

The Chair advised that quorum was not present, the meeting proceeded as an information session.

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## **6. Presentations**

### **6.1 Thunder Bay Port Authority**

Chris Heikkinen, CEO - Thunder Bay Port Authority appeared before Committee, provided a presentation relative to the above noted and responded to questions.

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

- In 1999 the Harbour Commission became the Thunder Bay Port Authority (Canadian Marine Act)
  - initiated mandatory annual in-lieu payment to the City of Thunder Bay.
  - self sufficient (not funded).
  - 6 employees.
- From an Industry Standpoint
  - link between western Canada and the world.
  - Grain Elevators - main purpose of the port is grain export.
  - Dry Bulk Terminals - coal, potash, stone, salt.
  - Liquid Bulk Terminals - petroleum, liquid chemicals.
  - General Cargo Terminal.
  - Shipyard/Drydock.
  - Cruise Ship Terminal (city)
  - full-service port.
    - tug operators, railways, trucking companies, vessel agents, stevedoring, grain inspection, fabrication, ship repair, driving services.
    - 400+ vessel calls annually.
    - 1000 direct jobs.
    - \$370M annual economic contribution.
    - Number 1 Export Port on the Seaway.

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- 1.2M Tonnes Grain Storage Capacity.
- Serviced by two Class 1 Railroads.
- Significant Industrial Tax Base for Thunder Bay.
- In 2019 the Port of Thunder Bay exported three times more metric tonnes than the nearest Ports on either side (Canada/U.S.).
- From a Port Authority Standpoint
  - focus is commerce and business.
    - communication strategy - to enhance communications for the port.
    - business side:
      - provide harbour administration.
        - harbour fees plus fee/gross tonnage.
        - average annual gross income from harbour dues \$700K.
          - Keefer Terminal - 75% of Port Authority revenue.
          - harbour operations.
          - harbour park - leased land.
          - intercity site - former grain operating site.
  - annual Payment in lieu of taxes to the City of Thunder Bay averaged over past 5 years is approximately \$430K/year.
- The Port Authority's 5-year average net income is ~\$450K.
- The Port Authority typically re-invests its earnings in transportation infrastructure projects.
- The Port Authority has significant capital infrastructure obligations including the breakwall and Keefer Terminal.

Quorum was achieved during the discussion of the above noted item.

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**7. Disclosures**

None.

**8. Agenda Approval**

**Amendment – Agenda Approval**

MOVED BY: Roderick Bosch

SECONDED BY: Warren Philp

THAT the order of the agenda be changed to include New Business items McKellar Island Bridge Reconstruction, and Paid Parking at the Waterfront.

CARRIED

**Amended – Agenda Approval**

MOVED BY: Roderick Bosch

SECONDED BY: Councillor Michael Zussino

WITH RESPECT to the September 10, 2024 meeting of the Waterfront Development Committee, we recommend that the Agenda as printed, including any additional information and new business be confirmed, as amended.

CARRIED

**9. Minutes of Previous Meeting**

The Minutes of Meeting 05-2024 Waterfront Development Committee, held on June 26, 2024 to be confirmed.

MOVED BY: Roderick Bosch

SECONDED BY: Councillor Michael Zussino

THAT the Minutes of Meeting 05-2024 Waterfront Development Committee, held on June 26, 2024 be confirmed.

CARRIED

**10. Waterfront Master Plan Update**

Landscape Architect Guy Walter provided an update relative to the above noted and responded to questions.

Some of the information provided as follows:

- Festival Area

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- Schematic design work is underway for the Festival Area, Scatliff + Miller + Murray was awarded the RFP on June 25, 2024.
- CEDC, Draft Best Use Study - in progress
  - Update document - 6 weeks out
- Stakeholder Meeting
  - invites will be sent

**11. Infrastructure Project Update**

**11.1 WDC Trail Crossing Summary**

MOVED BY: Timothy Hardie  
SECONDED BY: Roderick Bosch

THAT the order of the agenda be changed to have agenda item WDC Trail Crossing Summary presented after New Business.

CARRIED

**12. Work Plan Update**

At the June 26, 2024 meeting of the WDC a motion was passed directing Administration to draft a memorandum to Council that highlights the Committee's Work Plan, work completed to date and future considerations, and support for a 2025 Budget expansion to advance the work of the Committee, and to report back with a draft Memorandum at the September 10, 2024 Waterfront Development Committee meeting.

Revised Draft Memorandum to Council dated September 10, 2024, providing an overview of the work completed to date, future initiatives and additional background information relating to R 90/2021 – Waterfront Development Committee and recommendation requesting that \$150,000 be allocated in the 2025 Budget to support the work of the WDC, was distributed separately to Members on Tuesday, September 10, 2024, for consideration.

Document entitled WDC Action Timeline - WDC Focused 2024-2026 Action Plan, for information.

Manager - Infrastructure, Development & Operations Kerri Marshall provided an overview relative to the above noted and responded to questions.

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MOVED BY: Councillor Michael Zussino  
SECONDED BY: Warren Philp

WITH RESPECT to the Memorandum to Council dated September 10, 2024, we recommend that the Memorandum as amended, be approved;

AND THAT Administration present the Memorandum to Council for consideration in the 2025 Budget.

CARRIED

**13. 2024 Meeting Schedule**

Meetings of the Waterfront Development Committee will be scheduled from 4 p.m. to 5:30 p.m. on the following dates:

Wednesday, October 23, 2024

Tuesday, November 19, 2024

**14. New Business**

**14.1 McKellar Island Bridge Reconstruction**

Director - Engineering Kayla Dixon provided an overview of the McKellar Island Bridge Reconstruction project and responded to questions.

**14.2 Paid Parking at the Waterfront**

Councillor Michael Zussino provided an overview of recent changes to the City's parking fee schedule.

Discussion was held relative to evening paid parking at the waterfront, and synergies with other Canadian cities.

**15. Resolution to Resolve into Closed Session**

MOVED BY: Councillor Michael Zussino  
SECONDED BY: Roderick Bosch

THAT the Waterfront Development Committee resolve into Closed Session in order to receive information pursuant to the Municipal Act (Section 239 (2)):

(c) a proposed or pending acquisition or disposition of land by the municipality or local board; or

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(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

**16. WDC Trail Crossing Summary**

Confidential Document entitled "WDC Trail Crossing Summary" was distributed separately to Waterfront Development Committee Members only on September 5, 2024.

Director - Engineering Kayla Dixon provided an overview relative to the above noted and responded to questions.

The Open Session meeting reconvened.

**17. Adjournment**

The meeting adjourned at 6:10 p.m.