



Committee of the Whole Meeting Minutes

Monday, February 24, 2025, 4:31 p.m.
McNaughton Room

Present:

- Mayor Ken Boshcoff
- Councillor Rajni Agarwal
- Councillor Albert Aiello
- Councillor Mark Bentz
- Councillor Shelby Ch'ng
- Councillor Kasey Etreni
- Councillor Trevor Giertuga
- Councillor Greg Johnsen
- Councillor Kristen Oliver
- Councillor Dominic Pasqualino
- Councillor Michael Zussino

Officials:

- Dana Earle, Deputy City Clerk
- John Collin, City Manager
- Patty Robinet, City Solicitor

1. Committee of the Whole - Special Session in the McNaughton Room at 4:31 p.m.

MOVED BY: Councillor Kasey Etreni

SECONDED BY: Councillor Mark Bentz

WITH RESPECT to the Appointment of Chair for the February 24, 2025 Committee of the Whole - Closed Session meeting and in accordance with Section 3.02(a) of Procedural By-law 51-2021, we recommend that Councillor Kristen Oliver be appointed Chair for the duration of the meeting.

CARRIED

2. Establishment of Committee of the Whole - Closed Session

At the February 10, 2025 Committee of the Whole meeting, the following resolution was presented to establish the February 24, 2025 Committee of the Whole - Closed Session Meeting:

MOVED BY: Councillor Andrew Foulds
SECONDED BY: Councillor Michael Zussino

THAT a Committee of the Whole – Closed Session meeting be scheduled for Monday, February 24, 2025 at 4:30 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; and
- (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 will be presented to amend the purpose of the February 24, 2025 Committee of the Whole - Closed Session meeting:

MOVED BY: Councillor Greg Johnsen
SECONDED BY: Councillor Dominic Pasqualino

WITH RESPECT to the resolution to establish the Monday, February 24, 2025 Committee of the Whole – Closed Session, we recommend that the following reasons be added:

- (h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them; and

(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

Amended - Establishment - Committee of the Whole - Closed Session

MOVED BY: Councillor Andrew Foulds
SECONDED BY: Councillor Michael Zussino

THAT a Committee of the Whole – Closed Session meeting be scheduled for Monday, February 24, 2025 at 4:30 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;
- (h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- (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; and
- (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

3. Closed Session in the McNaughton Room at 4:32 p.m.

Acting Chair: Councillor Kristen Oliver

Present: Mayor Ken Boshcoff
Councillor Rajni Agarwal
Councillor Albert Aiello
Councillor Mark Bentz
Councillor Shelby Ch'ng
Councillor Kasey Etrene
Councillor Trevor Giertuga
Councillor Greg Johnsen
Councillor Kristen Oliver
Councillor Dominic Pasqualino
Councillor Michael Zussino

Officials: Dana Earle, Deputy City Clerk
John Collin, City Manager
Patty Robinet, City Solicitor
Keri Greaves, Commissioner – Corporate Services & City
Treasurer

4. Disclosures of Interest

5. Reports of Municipal Officers

5.1 Property Related Matter - Innova Business Park

Commissioner - Growth Kerri Marshall, Director - Development Services Joel DePeuter, and Manager - Realty Services Deanna Walker entered the meeting room.

2025CLS.005 (Realty Services) was distributed to Members of Council, City Manager, City Solicitor, Commissioner - Corporate Services and City Treasurer and Commissioner - Growth only on Thursday, February 20, 2025.

Deanna Walker provided an overview, presented a PowerPoint presentation and responded to questions.

John Collin and Joel DePeuter responded to questions.

It was the consensus of Committee that Administration proceed as directed.

The Deputy City Clerk advised that the recommendation relative to Report 2025CLS.005 (Realty Services) would be presented at the Committee of the Whole meeting to be held later in the evening.

Kerri Marshall, Joel DePeuter, and Deanna Walker left the meeting room.

5.2 Contract Related Matter - Single Source Contract Award - IT Security Services and Products

Director - Corporate Information Technology Jack Avella, Manager - Networks, Technology And Cloud Services Paul Draper, and Solicitor II Brendan Hardick entered the meeting room.

2025CLS.013 (Corporate Services) was distributed to Members of Council, City Manager, City Solicitor, Commissioner - Corporate Services and City Treasurer only on Thursday, February 20, 2025.

Jack Avella provided an overview and responded to questions.

John Collin, Paul Draper, and Keri Greaves responded to questions.

Jack Avella, Paul Draper, and Brendan Hardick left the room.

5.3 Property Tax Related Matter

Commissioner - Growth Kerri Marshall, Commissioner - Infrastructure & Operations Kayla Dixon, Director - Development Services Joel DePeuter, Director - Revenue Kathleen Cannon, Deputy City Solicitor Cynthia Cline, and Manager - Realty Services Deanna Walker entered the room.

Confidential Memorandum from Director - Revenue Kathleen Cannon, dated February 13, 2025 was distributed to Members of Council, City Manager, City Solicitor, Commissioner - Corporate Services and City Treasurer only on Thursday,

February 20, 2025.

Keri Greaves provided an overview.

Kathleen provided an overview and responded to questions.

5.4 Property Tax Related Matter

Report 2025CLS.012 (Corporate Services) was distributed to Members of Council, City Manager, City Solicitor, Commissioner - Corporate Services and City Treasurer only on Thursday, February 20, 2025.

Kathleen Cannon provided an overview and responded to questions.

It was the consensus of Committee that Administration proceed as directed.

The Deputy City Clerk advised that the recommendation relative to Report 2025CLS.005 (Realty Services) would be presented at the Committee of the Whole meeting to be held later in the evening.

5.5 Property Tax Related Matter

Report 2025CLS.011 (Corporate Services) was distributed to Members of Council, City Manager, City Solicitor, Commissioner - Corporate Services and City Treasurer only on Thursday, February 20, 2025.

City Solicitor Patty Robinet and John Collin provided an overview.

Patty Robinet, John Collin, and Kayla Dixon responded to questions.

It was the consensus of Committee to recess at 5:40 p.m. and reconvene following City Council (Public Meeting).

6. Open Session (Planning Services/Growth) in the S.H. Blake Memorial Auditorium at 8:02 p.m.

Present: Mayor Ken Boshcoff
Councillor Rajni Agarwal
Councillor Albert Aiello
Councillor Mark Bentz
Councillor Shelby Ch'ng
Councillor Kasey Etreni
Councillor Trevor Giertuga
Councillor Greg Johnsen
Councillor Kristen Oliver
Councillor Dominic Pasqualino
Councillor Michael Zussino

Officials: Dana Earle, Deputy City Clerk
John Collin, City Manager
Patty Robinet, City Solicitor
Kayla Dixon, Commissioner - Infrastructure & Operations
Keri Greaves, Commissioner - Corporate Services & City Treasurer
Kerri Marshall, Commissioner - Growth
Leah Prentice, Acting Commissioner - Community Services
Joel DePeuter, Director – Development Services
Cynthia Olsen, Director - Strategy & Engagement
Crystal DePeuter, Council & Committee Clerk

MOVED BY: Councillor Shelby Ch'ng

SECONDED BY: Councillor Kristen Oliver

WITH RESPECT to the Appointment of Chair for the February 24, 2025 Committee of the Whole meeting and in accordance with Section 3.02(a) of Procedural By-law 51-2021, we recommend that Councillor Mark Bentz be appointed Chair for the duration of the meeting.

CARRIED

7. Disclosures of Interest

Councillor Mark Bentz declared a conflict relative to Report 055-2025-Growth-Strategy & Engagement Memorandum of Understanding - Confederation College as he is employed by Confederation College.

8. Confirmation of Agenda

MOVED BY: Councillor Greg Johnsen
SECONDED BY: Councillor Dominic Pasqualino

WITH RESPECT to the February 24, 2025 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

9. Presentations

9.1 Thunder Bay Community Economic Development Commission (CEDC)

Memorandum from City Manager John Collin, dated February 5, 2025 requesting that Thunder Bay CEDC CEO Jamie Taylor make a presentative relative to marketing efforts and the Lifestyle Platform.

Thunder Bay CEDC CEO Jamie Taylor and Marketing and Communications Coordinator Madeline Dennhardt provided a PowerPoint presentation and responded to questions.

10. Items Arising from Closed Session

10.1 Land Related Item - Innova Business Park

Report 2025CLS.005 (Growth-Development Services-Realty Services) relative to the above was previously presented in Committee of the Whole - Closed Session held on Monday, February 24, 2025.

MOVED BY: Councillor Dominic Pasqualino
SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 2025CLS.005 (Growth- Development Services - Realty Services), we recommend that the City-owned surplus property described as Part of the N/E 1/4 and N/W 1/4 of Section 54, Township of McIntyre, designated as Part 43 and Part 44 on Reference Plan 55R-11368, municipally known as 1214 Innovation Drive, be sold to Boreal North Holdings Inc. for the sum of \$207,000.00 subject to the terms and conditions recommended in this Report;

AND THAT the Director - Development Services be authorized to execute any and all documentation required in order to finalize the transaction, in a form and content satisfactory to the Manager - Realty Services and the Director - Development Services;

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

CARRIED

10.2 Property Tax Related Matter

Report 2025CLS.012 (Corporate Services-Revenue) relative to the above was previously presented in Committee of the Whole - Closed Session held on Monday, February 24, 2025.

MOVED BY: Councillor Kasey Etreni

SECONDED BY: Councillor Kristen Oliver

WITH RESPECT to Report 2025CLS.012 (Corporate Services-Revenue) we recommend that Administration proceed as directed in Closed Session.

CARRIED

11. Reports of Committees, Boards and Outside Agencies

11.1 Mayor's Taskforce on Building Homes Advisory Committee Minutes

Minutes of meeting 07-2024 of the Mayor's Taskforce on Building Homes Advisory Committee held on December 18, 2024, for information.

11.2 Committee of Adjustment Minutes

Minutes of meetings 10-2024 and 11-2024 of the Committee of Adjustment held October 31, 2024 and November 28, 2024, respectively, for information.

11.3 Thunder Bay Community Economic Development Commission Minutes

Minutes of the meeting of Thunder Bay Community Economic Development Commission held November 27, 2024, for information.

11.4 Lakehead Region Conservation Authority Minutes

Minutes of the meetings of Lakehead Region Conservation Authority held September 25, 2024, October 30, 2024, and November 27, 2024, respectively, for information.

12. Reports of Municipal Officers

12.1 Memorandum of Understanding - Confederation College

Report 055-2025-Growth – Strategy & Engagement recommending that the City of Thunder Bay enter a formal partnership with Confederation College through a Memorandum of Understanding.

Councillor Mark Bentz declared a conflict and refrained from discussing or voting on the following resolution.

Councillor Michael Zussino assumed the Chair.

MOVED BY: Councillor Shelby Ch'ng

SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 055-2025-Growth – Strategy & Engagement, we recommend that the City of Thunder Bay enter a formal partnership with Confederation College through a Memorandum of Understanding;

AND THAT authority be delegated to the City Manager (or designate) to execute the Memorandum of Understanding and subsequent renewals or renegotiations together with the authorized representative of Confederation College;

AND THAT periodic joint reporting on progress and activities be provided to City Council;

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

CARRIED

13. Petitions and Communications

13.1 One Stop Development Shop

Memorandum from Director – Development Services Joel DePeuter dated February 6, 2025 providing an update relative to the One Stop Development Shop, for information.

Memorandum from Director – Development Services Joel DePeuter dated February 12, 2025 requesting the opportunity to provide a presentation.

Director - Development Services Joel DePeuter provided a PowerPoint and responded to questions.

Councillor Mark Bentz re-assumed the Chair.

14. Outstanding Items

Memorandum from Director - Legislative Services & City Clerk Krista Power dated February 11, 2025, providing the Planning Services-Growth Outstanding List, for information.

15. Open Session (Administrative Services)

Chair: Councillor Mark Bentz

16. Reports of Committees, Boards and Outside Agencies

16.1 Audit Committee Meeting Minutes

Minutes of meeting 03-2024 of the Audit Committee, held on October 15, 2024, for information.

16.2 Clean, Green and Beautiful Advisory Committee Minutes

Minutes of meetings 06-2024 and 07-2024 of the Clean, Green and Beautiful Advisory Committee, held on November 13, 2024 and December 11, 2024,

respectively, for information.

16.3 Council Composition Review Committee Minutes

Minutes of meeting 12-2024 of the Council Composition Review Committee, held on December 3, 2024, for information.

16.4 Official Recognition Committee Minutes

Minutes of meeting 04-2024 of the Official Recognition Committee, held October 22, 2024, for information.

16.5 Inter-Governmental Affairs Committee Meeting Minutes

Minutes of meetings 08-2024 and 01-2025 of the Inter-Governmental Affairs Committee, held on December 11, 2024 and January 8, 2025, respectively, for information.

16.6 Thunder Bay District Health Unit - Board of Health Minutes

Minutes of meeting of the Thunder Bay District Health Unit - Board of Health held December 18, 2024, for information.

16.7 Thunder Bay Police Service Board Minutes

Minutes of meeting of the Thunder Bay Police Service Board held December 17, 2024, for information.

17. Reports of Municipal Officers

17.1 Property Tax Accounts with 2023 Arrears

Report 037-2025-Corporate Services-Revenue recommending the registration of tax arrears certificates against the properties presented.

Confidential Memorandum from Chantal Harris, Manager - Revenue, dated February 13, 2025 relative to Report 037-2025-Corporate Services-Revenue was distributed to Members of Council, City Manager, City Solicitor, and Commissioner - Corporate Services & City Treasurer only on Thursday, February 20, 2025.

MOVED BY: Mayor Ken Boshcoff
SECONDED BY: Councillor Dominic Pasqualino

WITH RESPECT to Report 037-2025-Corporate Services-Revenue, we recommend the registration of tax arrears certificates against the properties as shown in Attachment A to this report, thereby starting with Municipal Tax Sale process;
AND THAT any necessary by-laws be presented to City Council for ratification.

CARRIED

17.2 2024 Uncollectable Accounts

Report 058-2025-Corporate Services-Revenue recommending that the uncollectible accounts, which remain unpaid on the 2024 receivable files, be written off as presented.

Confidential Memorandum from Chantal Harris, Manager - Revenue, dated February 10, 2025 relative to Report 058-2025-Corporate Services-Revenue was distributed to Members of Council, City Manager, City Solicitor, and Commissioner - Corporate Services & City Treasurer only on Thursday, February 20, 2025.

MOVED BY: Councillor Rajni Agarwal
SECONDED BY: Mayor Ken Boshcoff

WITH RESPECT to Report 058-2025-Corporate Services-Revenue, we recommend that the uncollectible accounts, which remain unpaid on the 2024 receivable files, be written off as follows:

General Accounts (including interest)\$ 14,229.06

Municipal Child Care\$ 221.34

Property Taxes\$200,282.49

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

CARRIED

17.3 Single Source Contract Award - IT Security Services and Products

Report 044-2025-Corporate Services-Corporate Information Technology recommending that use of the Negotiation Method, pursuant to section 6.02 of the Supply Management By-law 359-2024, be used to award a three-year contract for IT Security Services and Products to eSentire Inc.

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

WITH RESPECT to Report 044-2025 - Corporate Services– Corporate Information Technology (CIT), we recommend that use of the Negotiation Method, pursuant to section 6.02 of the Supply Management By-law 359-2024, to award a three-year contract for IT Security Services and Products to eSentire Inc. in the amount of \$756,122.62 (inclusive of HST), be approved;

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

AND THAT the Commissioner - 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

17.4 Asset Retirement Obligation Policy

Report 066-2025-Corporate Services-Finance recommending that Policy 05-01-18 Asset Retirement Obligation Policy (“Policy”) be approved.

MOVED BY: Councillor Michael Zussino
SECONDED BY: Councillor Kristen Oliver

WITH RESPECT to Report , we recommend that Policy 05-01-18 Asset Retirement Obligation Policy (“Policy”) be approved as appended to this report as Attachment 1;

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

CARRIED

18. Petitions and Communications

18.1 Position on Tariffs from United States of America

Memorandum from Chair – Inter-Governmental Affairs Committee Councillor Kristen Oliver recommending that City Council support all efforts by the Canadian federal government, provincial governments, and all associations to address the challenge of tariffs imposed by the United States of America, and the potential trade war.

MOVED BY: Councillor Kristen Oliver

SECONDED BY: Councillor Shelby Ch'ng

WITH RESPECT to the memorandum from Councillor Kristen Oliver, Chair of the Intergovernmental Affairs committee, dated February 13, 2025, we recommend that the following information be shared with the provincial and federal government and associated stakeholders relative to proposed tariffs by the United States of America,

- City Council for the City of Thunder Bay stands resolute with the federal and provincial governments, and all municipal and business associations, as they work to eliminate the threats of tariffs and trade wars with the United States.
- We will stand ready to provide any assistance requested.
- We will remain fully responsive to providing information and support to our federal and provincial leaders as they map out the strategic way forward, and the assistance that can be offered to those affected by any future tariffs.

AND THAT a copy of this resolution be shared with the Federal and Provincial government, Northwestern Ontario Municipal Association (NOMA), Association of Municipalities of Ontario (AMO), Federation of Canadian Municipalities (FCM), Thunder Bay Community Economic Development Commission (CEDC), and Thunder Bay Chamber of Commerce;

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

CARRIED

19. Outstanding Items

Memorandum from Director - Legislative Services & City Clerk Krista Power dated February 11, 2025, providing the Administrative Services Outstanding List, for information.

20. New Business

20.1 Establishment of Committee of the Whole - Closed Session - March 3, 2025

The following resolution will be presented to establish Committee of the Whole – Closed Session Meeting on March 3, 2025:

MOVED BY: Councillor Trevor Giertuga

SECONDED BY: Councillor Greg Johnsen

THAT a Committee of the Whole Closed Session meeting be scheduled for Monday, March 3, 2025, at 4:30 p.m. in order to receive information pursuant to the Municipal Act (Section 239 (2)) relative to:

(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;

(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; and

(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

20.2 Establishment of Non-Business Meeting

Memorandum from Director - Legislative Services & City Clerk Krista Power dated February 20, 2025, relative to establishing a Non-Business Meeting on Monday, March 3, 2025.

MOVED BY: Councillor Greg Johnsen

SECONDED BY: Councillor Trevor Giertuga

THAT a Non-Business meeting be scheduled for Monday, March 3, 2025 at 5:30 p.m. in order to provide an opportunity for Council to receive background and information on the Designated Truck Route.

CARRIED

21. Adjournment

The meeting adjourned at 9:07 p.m.