



MEETING: City Council

DATE: Monday, August 27, 2018

Reference No. CC - 27/49

**OPEN SESSION in the S.H. Blake Memorial Auditorium immediately following
Committee of the Whole**

City Council
Chair: Mayor K. Hobbs

OPENING CEREMONIES

Prayer or One Minute of Silence

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - August 27, 2018 - City Council

With respect to the August 27, 2018 City Council meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

MINUTES OF PREVIOUS MEETINGS

City Council Minutes

The Minutes of the following Meetings of the Thunder Bay City Council, to be confirmed:

1. The Thunder Bay City Council held on August 13, 2018. (Distributed Separately)

THAT the Minutes of the following Meetings of the Thunder Bay City Council, be confirmed:

1. The Thunder Bay City Council meeting held on August 13, 2018.

REPORTS OF COMMITTEES

Committee of the Whole Minutes

The Minutes of the following Committee of the Whole meeting(s), to be adopted:

1. August 13, 2018 Committee of the Whole. (Distributed Separately)

THAT the Minutes of the following Committee of the Whole meeting(s), be adopted:

1. August 13, 2018 Committee of the Whole.

BY-LAWS

BL 77/2018 - Records Authority Schedule By-Law

A By-law to Adopt Records Authority Schedules for the City Manager's Office; the Community Services Department; the Corporate Services and Long Term Care Department; the Development and Emergency Services Department; the Infrastructure and Operations Department; the Mayor and Council; Thunder Bay Police Services; Tbaytel; Outside Boards; and TOMRMS

By-law Resolution

By-law Resolution - August 27, 2018

THAT the following By-law(s) be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

1. A By-law to Adopt Records Authority Schedules for the City Manager's Office; the Community Services Department; the Corporate Services and Long Term Care Department; the Development and Emergency Services Department; the Infrastructure and Operations Department; the Mayor and Council; Thunder Bay Police Services; Tbaytel; Outside Boards; and TOMRMS

By-law Number: BL 77/2018

NEW BUSINESS

NOTICE OF MOTION

NOTICE OF MOTION

City Council - Meeting Date 08/27/2018

CONFIRMING BY-LAW

BL 83/2018 - Confirming By-law - August 27, 2018

A By-law to confirm the proceedings of a meeting of Council, this 27th day of August, 2018.

Confirming By-law Resolution - August 27, 2018 - City Council

Confirming By-law Resolution - August 27, 2018 - City Council

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

1. A By-law to confirm the proceedings of a meeting of Council, this 27th day of August, 2018

By-law Number: BL 83/2018

ADJOURNMENT



MEETING DATE 08/27/2018 (mm/dd/yyyy)

SUBJECT Confirmation of Agenda

SUMMARY

Confirmation of Agenda - August 27, 2018 - City Council

RECOMMENDATION

With respect to the August 27, 2018 City Council meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.



MEETING DATE 08/27/2018 (mm/dd/yyyy)

SUBJECT City Council Minutes

SUMMARY

The Minutes of the following Meetings of the Thunder Bay City Council, to be confirmed:

1. The Thunder Bay City Council held on August 13, 2018.

RECOMMENDATION

THAT the Minutes of the following Meetings of the Thunder Bay City Council, be confirmed:

1. The Thunder Bay City Council meeting held on August 13, 2018.



MEETING DATE 08/27/2018 (mm/dd/yyyy)

SUBJECT Committee of the Whole Minutes

SUMMARY

The Minutes of the following Committee of the Whole meeting(s), to be adopted:

1. August 13, 2018 Committee of the Whole. (Distributed Separately)

RECOMMENDATION

THAT the Minutes of the following Committee of the Whole meeting(s), be adopted:

1. August 13, 2018 Committee of the Whole.



Memorandum

Corporate By-law Number BL 77/2018

TO: Office of the City Clerk **FILE:**

FROM: Matt Szybalski
City Manager's Office - Office of the City Clerk

DATE: 07/18/2018

SUBJECT: BL 77 /2018 - Records Authority Schedule By-Law

MEETING DATE: City Council - 08/27/2018 (mm/dd/yyyy)

By-law Description: A By-law to Adopt Records Authority Schedules for the City Manager's Office; the Community Services Department; the Corporate Services and Long Term Care Department; the Development and Emergency Services Department; the Infrastructure and Operations Department; the Mayor and Council; Thunder Bay Police Services; Tbaytel; Outside Boards; and TOMRMS

Authorization: Report No. 1996.073 (Office of the City Clerk) - Committee of the Whole - March 25, 1996.

By-law Explanation: To pass records authority schedules.

Schedules and Attachments:

Schedule "A" City Manager's Office

Schedule "B" Community Services Department

Schedule "C" Corporate Services and Long Term Care Department

Schedule "D" Development and Emergency Services Department

Schedule "E" Infrastructure and Operations Department

Schedule "F" Mayor and Council

Schedule "G" Thunder Bay Police Services

Schedule ‘H’ Tbaytel

Schedule ‘I’ Outside Boards

Schedule ‘J’ TOMRMS (The Ontario Municipal Records Management System)

Schedules Attached Separately

Amended/Repealed By-law Number(s):



THE CORPORATION OF THE CITY OF THUNDER BAY
BY-LAW NUMBER BL 77/2018

A By-law to Adopt Records Authority Schedules for the City Manager's Office; the Community Services Department; the Corporate Services and Long Term Care Department; the Development and Emergency Services Department; the Infrastructure and Operations Department; the Mayor and Council; Thunder Bay Police Services; Tbaytel; Outside Boards; and TOMRMS

Recitals

1. Subsection 254(1) and Section 255 of the Municipal Act, 2001 provides that municipalities or local boards thereof, as defined in the Municipal Act, 2001 except a school board, shall not destroy any of its receipts, vouchers, instruments, rolls or other documents, records and papers except after having obtained the approval of the Ministry of Municipal Affairs or in accordance with a by-law passed by the municipality and approved by the Auditor of the municipality establishing schedules of retention periods during which such documents must be kept by the municipality or local board.
2. Where a by-law has been passed under the above noted authority, copies of the document(s) may be destroyed at any time if the original is subject to a retention period within one of the schedules established by the by-law.
3. By-law Number 60-1996 of the Corporation was enacted under the authority Subsection 254(1) and Section 255 of the Municipal Act, 2001.
4. By-law Number 60-1996 contains provisions generally applicable to records of the Corporation, and contemplates the enactment of further by-laws dealing with specific categories of records to which By-law Number 60-1996 will apply unless further such by-laws specifically provide otherwise.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF THUNDER BAY ENACTS AS FOLLOWS:

1. Subject to the provisions of By-law Number 60-1996, the retention periods and other regulations in the following schedules hereto shall apply to the records referred to therein.

Schedule "A" City Manager's Office

Schedule "B" Community Services Department

Schedule "C" Corporate Services Long Term Care Department

Schedule "D" Development Emergency Services Department

Schedule "E" Infrastructure Operations Department

Schedule "F" Mayor and Council

Schedule "G" Thunder Bay Police Services

Schedule "H" Tbaytel

Schedule "T" Outside Boards

This Schedule includes the records of the Community Auditorium, Community Economic Development Commission, Community Housing, the Thunder Bay Police Services Board and Victoriaville Management Leasing.

Schedule "J" TOMRMS (The Ontario Municipal Records Management System)

2. By-law Number 031 -2017 is repealed.
3. The retention periods contained in the attached Schedules shall commence with either the year of the record series or with the activity date established by any condition which applies to the record series.
4. This By-law shall come into force and take effect upon the final approval of the City Auditor.

Enacted and passed this 27th day of August, A.D. 2018 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

Keith Hobbs

Mayor

Gordon Stover

Acting City Clerk



MEETING DATE 08/27/2018 (mm/dd/yyyy)

SUBJECT By-law Resolution

SUMMARY

By-law Resolution - August 27, 2018

RECOMMENDATION

THAT the following By-law(s) be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

1. A By-law to Adopt Records Authority Schedules for the City Manager's Office; the Community Services Department; the Corporate Services and Long Term Care Department; the Development and Emergency Services Department; the Infrastructure and Operations Department; the Mayor and Council; Thunder Bay Police Services; Tbaytel; Outside Boards; and TOMRMS

By-law Number: BL 77/2018



Memorandum

Corporate By-law Number BL 83/2018

TO: Office of the City Clerk **FILE:**

FROM: Linda Crago
City Manager's Office - Office of the City Clerk

DATE: 08/09/2018

SUBJECT: BL 83/2018 - Confirming By-law - August 27, 2018

MEETING DATE: City Council - 08/27/2018 (mm/dd/yyyy)

By-law Description: A By-law to confirm the proceedings of a meeting of Council, this 27th day of August, 2018.

Authorization: Committee of the Whole - 2003/02/24

By-law Explanation: To confirm the proceedings and each motion, resolution and other action passed or taken by the Council at this meeting is, except where prior approval of the Ontario Municipal Board is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

Schedules and Attachments:

Amended/Repealed By-law Number(s):



THE CORPORATION OF THE CITY OF THUNDER BAY
BY-LAW NUMBER BL 83/2018

A By-law to confirm the proceedings of a meeting of Council,
this 27th day of August, 2018.

Recitals

1. Subsection 5(1) of the Municipal Act, 2001, S.O. 2001 c. 25, as amended, provides that the powers of a municipal corporation are exercised by its Council. Subsection 5(3) provides that those powers are to be exercised by by-law.
2. Council considers it appropriate to confirm and adopt its proceedings at this meeting by by-law.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF
THUNDER BAY ENACTS AS FOLLOWS:

1. The actions of the Council at the following meeting:

27th day of August, 2018 OPEN SESSION, CITY COUNCIL MEETING

and each motion, resolution and other action passed or taken by the Council at that meeting is, except where prior approval of the Ontario Municipal Board is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

2. The Mayor and the proper officials of The Corporation of the City of Thunder Bay are authorized and directed to do all things necessary to give effect to the actions of the Council referred to in Section 1 of this By-law. In addition, the Clerk is authorized and directed to affix the corporate seal to any documents which require it.
3. This By-law shall come into force on the date it is passed.

Enacted and passed this 27th day of August, A.D. 2018 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

Keith Hobbs

Mayor

Gordon Stover

Acting City Clerk



MEETING DATE 08/27/2018 (mm/dd/yyyy)

SUBJECT Confirming By-law Resolution - August 27, 2018 - City Council

SUMMARY

Confirming By-law Resolution - August 27, 2018 - City Council

RECOMMENDATION

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

1. A By-law to confirm the proceedings of a meeting of Council, this 27th day of August, 2018

By-law Number: BL 83/2018