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

City Council
Chair: Mayor Bill Mauro

OPENING CEREMONIES

Prayer or One Minute of Silence

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - April 8, 2019 - City Council

With respect to the April 8, 2019 City Council, 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 Meeting of the Thunder Bay City Council, to be confirmed:

1. The Thunder Bay City Council held on March 25, 2019 (Distributed Separately)

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

1. The Thunder Bay City Council held on March 25, 2019

PETITIONS AND COMMUNICATIONS
REPORTS OF COMMITTEES

Committee of the Whole Minutes - March 25, 2019

The Minutes of the following Committee of the Whole meetings, to be adopted:

1. Committee of the Whole, Monday, March 25, 2019 (Distributed Separately)

THAT the Minutes of the following Committee of the Whole meetings, to be adopted:

1. Committee of the Whole, Monday, March 25, 2019

Ward Meeting Minutes

The Minutes of the following Ward Meetings to be received:

1. Meeting No. 01-2019 of the Northwood Ward held on January 9, 2019;

THAT the Minutes of the following Ward Meetings be received:

1. Meeting No. 01-2019 of the Northwood Ward held on January 9, 2019;

REPORTS OF MUNICIPAL OFFICERS

BY-LAWS


A By-law to amend By-law 225-1998 with respect to Ward and Town Hall Meeting and to amend Chapter 11, titled Meetings - Information Exchange with Residents.

BL 32/2019 Site Plan Designation - 387 Cuyler Street

A Bylaw to designate areas of Site Plan Control pursuant to Section 41 of the Planning Act R.S.O. 1900, as amended. (387 Cuyler Street)
BL 33/2019 - Site Plan Designation - 58 Walkover Street

A By-law to designate areas of Site Plan Control pursuant to Section 41 of the Planning Act R.S.O. 1990, as amended. (58 Walkover Street)

BL 36/2019 - A By-law to amend By-law 203-1996 being a By-law to adopt a Corporate Policy Manual.

A By-law to amend By-law 203-1996, being a By-law to adopt the Corporate Policy Manual for The Corporation of the City of Thunder Bay with respect to Tangible Capital Asset - Corporate Policy No. 05-01-15, Occupational Health, Safety and Wellness - Corporate Policy No. 06-01-16, Council Vacancy/Leaves of Absence - Corporate Policy No. 08-01-03, Code of Conduct for Members of Council - Corporate Policy No. 08-01-05, Strategic Asset Management - Corporate Policy No. 11-02-08 and School Zone Safety (Crossing Guards) - Corporate Policy No. 11-03-06.

By-law Resolution

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 amend By-law Number 225-1998 with respect to Ward and Town Hall Meetings.
   
   By-law Number: BL 29/2019

2. A Bylaw to designate areas of Site Plan Control pursuant to Section 41 of the Planning Act R.S.O. 1900, as amended. (387 Cuyler Street)
   
   By-law Number: BL 32/2019

3. A By-law to designate areas of Site Plan Control pursuant to Section 41 of the Planning Act R.S.O. 1990, as amended. (58 Walkover Street)
   
   By-law Number: BL 33/2019

4. A By-law to amend By-law 203-1996, being a By-law to adopt the Corporate Policy Manual for The Corporation of the City of Thunder Bay with respect to Tangible Capital Asset - Corporate Policy No. 05-01-15, Occupational Health, Safety and Wellness - Corporate Policy No. 06-01-16, Council Vacancy/Leaves of Absence - Corporate Policy No. 08-01-03, Code of Conduct for Members of Council - Corporate Policy No. 08-01-05, Strategic Asset Management - Corporate Policy No. 11-02-08 and School Zone Safety (Crossing Guards) - Corporate Policy No. 11-03-06.
   
   By-law Number: BL 36/2019
NEW BUSINESS

CONFIRMING BY-LAW

Confirming By-law Resolution - April 8, 2019 - 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 8th day of April, 2019

   By-law Number: BL 34/2019

BL 34/2019 - Confirming By-law - April 8, 2019

A By-law to confirm the proceedings of a meeting of Council, this 8th day of April, 2019.

ADJOURNMENT
CONFIRMATION OF AGENDA - APRIL 8, 2019 - CITY COUNCIL

WITH RESPECT TO THE APRIL 8, 2019 CITY COUNCIL, WE RECOMMEND THAT THE AGENDA AS PRINTED, INCLUDING ANY ADDITIONAL INFORMATION AND NEW BUSINESS, BE CONFIRMED.
MEETING DATE  04/08/2019 (mm/dd/yyyy)

SUBJECT  City Council Minutes

SUMMARY

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

1. The Thunder Bay City Council held on March 25, 2019 (Distributed Separately)

RECOMMENDATION

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

1. The Thunder Bay City Council held on March 25, 2019
MEETING DATE 04/08/2019 (mm/dd/yyyy)

SUBJECT Committee of the Whole Minutes - March 25, 2019

SUMMARY

The Minutes of the following Committee of the Whole meetings, to be adopted:

1. Committee of the Whole, Monday, March 25, 2019 (Distributed Separately)

RECOMMENDATION

THAT the Minutes of the following Committee of the Whole meetings, to be adopted:

1. Committee of the Whole, Monday, March 25, 2019
MEETING DATE  04/08/2019 (mm/dd/yyyy)

SUBJECT  Ward Meeting Minutes

SUMMARY

The Minutes of the following Ward Meetings to be received:

1. Meeting No. 01-2019 of the Northwood Ward held on January 9, 2019;

RECOMMENDATION

THAT the Minutes of the following Ward Meetings be received:

1. Meeting No. 01-2019 of the Northwood Ward held on January 9, 2019;

ATTACHMENTS

1 Northwood Ward Minutes Jan 9 2019
2 McIntyre Ward Minutes Feb 20 2019
Approximately 35 people were in attendance, including those who signed the attendance sheet.

1.0 WELCOME/OPENING REMARKS

The Chair, Councillor S. Ch’ng introduced members of Administration and welcomed those in attendance.

2.0 MINUTES OF PREVIOUS MEETING

Minutes of Meeting No. 01-2018, held on February 28, 2018, were provided with the agenda for information.

3.0 PROPOSED ROUNDBOUGHT VICTORIA/FORD

Ms. K. Dixon, Director - Engineering & Operations provided the following hand-outs relative to the above-noted:

- Victoria Avenue/Ford Street Roundabout FAQs
- Site Plan – Victoria Ave Roundabout
- “Stay in the Loop” pamphlet
Ms. K. Dixon provided information relative to the proposed roundabout and responded to questions.

The rehabilitation plan proposed for Victoria Avenue from Lillie Street to Edward Street includes the addition of a roundabout at Victoria and Ford Street and the following:

- Removal of traffic signals at the intersection of Victoria and Lillie
- Lillie Avenue to be one-way from Victoria to Walnut Street
- Pedestrian crossover at the roundabout, with pavement markings, signage and button-activated flashing lights
- Multi-use trail along Ford Street, leading to Chapples

Ms. K. Dixon noted that the proposed roundabout would provide better left turn access onto Victoria Avenue for transit buses.

A citizen asked if the roundabout is a priority. Ms. K. Dixon explained that pavement resurfacing on Victoria Avenue is a priority and the proposed roundabout is part of the project. She added that a roundabout has many benefits including safety with all vehicles travelling in the same direction, speed reduction, improved traffic flow and lower fuel consumption, as well as lower infrastructure lifecycle costs realized by not having to maintain traffic signals at Victoria and Lillie.

Several citizens asked why a 4-way stop isn’t being considered for the Victoria and Lillie intersection. Ms. K. Dixon informed those present that the Victoria/Lillie intersection does not meet certain conditions to justify a 4-way stop. Specifically, a 4-way stop works only when traffic is similar in all directions. If an intersection does not meet this condition, a 4-way stop is a safety hazard.

A citizen asked if the roundabout is in the 2019 budget. Ms. K. Dixon noted that the roundabout is in the 2019 budget and most of the road work is funded by the Federal Gas Tax Fund.

A citizen asked about the cost of the proposed roundabout. Ms. K. Dixon advised that the cost would be approximately $300,000.

One citizen suggested that the bike lanes be removed and Victoria Avenue return to four lanes. The Chair pointed out that collisions between cars and bicycles were reduced to zero since the installation of bike lanes on Victoria Avenue.

A citizen asked if Walnut Street can handle increased traffic. Ms. K. Dixon replied that traffic flow will be monitored on Walnut as well as Lillie, Ford and Victoria.

A citizen asked if the City owns the property where the roundabout is proposed. Ms. K. Dixon informed that the City owns three of the four corners. One portion of one corner would need to be purchased from Thunder Bay Hydro.
A citizen asked if more roundabouts are planned. Ms. K. Dixon confirmed that where warranted, roundabouts will be considered. She added that there are some constraints, for example, roundabouts require sufficient space.

A citizen had concerns about a bus shelter and fire hydrant at the Victoria/Ford intersection. Ms. K. Dixon pointed out that moving of any infrastructure has already been factored in to the budget and added that it is not uncommon for infrastructure, such as hydrants and bus shelters, to be moved.

The Chair asked what would happen if Council voted to defer the roundabout. Ms. K. Dixon noted that the resurfacing of Victoria Avenue would not happen in 2019 if the proposed roundabout is deferred.

A citizen asked how pedestrians will cross Victoria Avenue at Lillie Street. Ms. K. Dixon pointed out that traffic counts did not indicate a large volume of pedestrian crossings at that intersection. Pedestrians can cross when the way is clear, or they can use the proposed new pedestrian crossover at Victoria and Ford.

A citizen commented on the benefit for many seniors in the area who rely on the services of Lift+, stating that the roundabout will provide easier access for the Lift+ vehicles.

A citizen noted the environmental benefits of a roundabout and pointed out that less gas will be consumed when cars are not idling at a traffic signal.

A citizen stressed the importance of snow removal in the centre of the roundabout in order to provide an unobstructed view for drivers.

Citizens in support of the roundabout agreed that the first roundabout in a community always causes concern, but people get used to it and tend to prefer it.

Ms. K. Dixon encouraged those present to attend one of the upcoming roundabout information sessions on January 15th and 16th.

4.0 2019 CITY BUDGET

A citizen expressed concern for retirees on fixed incomes that are having difficulties with increasing costs. The Chair pointed out property tax and water credit programs are available for seniors who are below a certain income threshold. She added that the program was designed to help seniors keep their homes.

A citizen expressed concern about the City’s debt.

A citizen asked about the status of Victoriaville. The Chair advised that Victoriaville is not in the 2019 budget as the Environmental Assessment is not complete.
A citizen asked if the Boulevard Lake Dam is in the 2019 budget. The Chair confirmed that it is.

There was discussion about water rates and water meters. A citizen asked if those without water meters are charged a flat rate. The Chair will follow-up with Administration regarding this issue.

A citizen suggested that residents be responsible for shoveling sidewalks in front of their homes to reduce the snow removal budget. The Chair noted that sidewalks are City property and snow must be cleared properly by City staff because the City is liable.

5.0 WARD AND CITY ISSUES

Safety in Arenas

A citizen shared stories of individuals being hit by pucks at local arenas. He asked if netting could be installed to protect spectators. The Chair will follow-up with Administration regarding this issue.

Snow Removal

A citizen asked why snow removal begins at 2 a.m. noting that emergency vehicles need access. The Chair informed those present that plowing arterial roadways and collector streets after 2 a.m. allows City plows to operate effectively and efficiently without traffic, pedestrians or parked cars blocking the plows. She added that arterial and collector streets, bus routes and streets next to schools and emergency services are plowed when 5 cm or more snowfall has accumulated. Local streets are plowed after 10 cm or 3 days, whichever is first.

A citizen asked if the City employs enough snowplow drivers because snow removal has been slow. The Chair advised that back to back snow events with large amounts of snow have caused delays this year, but this is not typical.

A citizen offered praise for the good work of the City’s snowplow drivers.

Indoor Turf Facility

A citizen asked for an update on the proposed Indoor Turf Facility. The Chair pointed out that the project is moving forward and a call for Expressions of Interest has gone out.

Dease Pool

A citizen asked for an update on Dease Pool. The Chair informed those present that the Recreation & Facilities Master Plan clearly identified issues with Dease Pool. The pool is 106
years old and does not meet current standards. Accessibility is also an issue. Some citizens expressed interest in construction of a new pool at the Dease site.

Lift +

A citizen asked if Lift+ has enough drivers to meet demand. The Chair will follow-up with Administration regarding this issue.

Core Services Review

A citizen noted that he would like to see a core services review for the City of Thunder Bay.

6.0 ADJOURNMENT

The meeting adjourned at 9:30 p.m.
Approximately 48 people were in attendance, including those who signed the attendance sheet.

**RESOURCE PERSONS**

Ms. K. Dixon, Director – Engineering & Operations  
Mr. B. Adams, Manager – Roads Section  
Mr. D. Vincent, Manager – Licensing & Enforcement  
Ms. L. Lavoie, Committee Coordinator – Office of the City Clerk

1.0  **WELCOME/OPENING REMARKS**

The Chair, Councillor A. Aiello welcomed those in attendance and introduced members of Administration.

Document entitled What’s Happening in 2019, containing information about McIntyre Ward Infrastructure projects for 2019, was distributed for information.

2.0  **MINUTES OF PREVIOUS MEETING**

Minutes of Meeting No. 01-2018 of the McIntyre Ward, held on Wednesday, February 28, 2018, for information.

3.0  **SNOW REMOVAL AND PLOWING**

Mr. B. Adams, Manager – Roads Section distributed a document entitled City of Thunder Bay Winter Maintenance Operations Frequently Asked Questions, for information.
Mr. B. Adams provided a PowerPoint presentation entitled Winter Operations, and responded to questions.

Discussion was held relative to the volume of snow. Mr. B. Adams noted that snow removal is taking longer than usual because resources are stretched thin due to snow volume, which is Thunder Bay’s highest since 2008. He added that some private contractors have been employed to assist.

Discussion was held relative to the order of plowing. Mr. B. Adams pointed out that priority routes (arterial and collector streets as well as bus routes) are plowed first, once snowfall reaches 5 cm, then residential streets are plowed once 10 cm of snow has accumulated. Bike trails and sidewalks along these routes are plowed in the same order.

A citizen commented on the number of people clearing snow from their driveways improperly and suggested that the City provide more public education regarding proper residential snow removal.

Discussion followed regarding contract plowers causing difficulty for some homeowners. Mr. D. Vincent, Manager – Licensing & Enforcement referred to the City’s obstruction by-law noting that snow from residential properties must not be deposited on city streets. He encouraged those present to contact Licensing & Enforcement when contractors are not obeying the by-law and all complaints will be investigated.

A citizen suggested that the City consider providing residential snow removal for a fee.

Discussion was held relative to specific areas with snow removal issues including Sunflower Street, Pioneer Drive, Castlegreen Drive and Superiorview Drive. Mr. B. Adams noted that he will look into each of the issues.

A citizen pointed out that hydrants are covered by snow in some areas. Mr. B. Adams pointed out that the Environment Division is working on uncovering hydrants, but have been delayed due to the large snow volume this year.

A citizen asked what happens to budgeted snow removal funds when the city experiences less than expected snowfall. Mr. B. Adams informed those present that the City has a Winter Roads Maintenance Reserve Fund. When budgeted funds are not required, the money goes into the reserve fund. This year, however, the City will be using funds from the reserve.

4.0 DESIGNATED TRUCK ROUTE

Ms. K. Dixon, Director – Engineering & Operations provided information relative to the above-noted and responded to questions.
Ms. K. Dixon informed those present that a resolution relative to a designated truck route was passed at the January 14, 2019 Committee of the Whole and was scheduled to be presented for ratification at the City Council meeting on March 4, 2019.

Discussion was held relative to the volume of truck traffic on Dawson Road. Several citizens voiced concern about safety.

Discussion was held relative to enforcement of the new designated truck by-law. Ms. K. Dixon noted that the designated truck route by-law will enforced by Thunder Bay Police.

Discussion was held relative to the condition of the asphalt due to heavy truck traffic on Dawson Road. A citizen asked about the quality of future asphalt if trucks are diverted. Ms. K. Dixon confirmed that Dawson Road will continue to be paved for truck traffic as local trucks will still use the road.

A citizen commented on the number of potholes on Dawson Road. Ms. K. Dixon advised that potholes anywhere in the city can be reported to Dispatch on the City website, via the Pingstreet app or by calling 625-2195.

A citizen pointed out that asphalt on East Avenue has also been damaged due to heavy truck traffic using the road to access County Fair parking lot as a rest stop.

Discussion was held relative to warning lights on Highway 11/17. It was noted that the MTO does not intend to install warning lights as the site distance is long on the highway. A citizen asked if the City could install warning lights. The Chair replied that Council could consider that.

The Chair and Ms. K. Dixon informed those present that they may contact the Office of the City Clerk if they wish to make a deputation relative to the designated truck route at the March 4, 2019 Committee of the Whole meeting.

5.0 BY-LAW ENFORCEMENT (JUMBO GARDENS/COUNTY FAIR)

Mr. D. Vincent, Manager – Licensing & Enforcement to provided update relative to the above-noted and responded to questions.

A citizen provided an overview of disturbing activity which has been taking place at Jumbo Gardens Community Centre.

Mr. D. Vincent informed those present that the current by-law, BL 45-1972, a by-law to regulate hours, does not include set-fines and is not likely enforceable as the offence sections do not refer to current legislation. He has proposed a re-written by-law to cover hours and other issues (i.e. damage to property, failure to leave when requested, littering, etc.), and intends to obtain set-fine approval with significant fines to deter repeat offences as well as send a strong general deterrent message.
Mr. D. Vincent is working with the Parks Division to determine a closing time for the park so that any presence at the park after that hour would be considered trespassing.

Currently, residents can report disturbances to Dispatch. If a caller indicates illegal activity (i.e. fighting, drinking) Dispatch will direct the caller to call Police. If other nuisances are reported (i.e. loud music), Apex is sent.

A citizen asked if gates can be installed at Jumbo Gardens to keep people out at night. Mr. D. Vincent noted that installing infrastructure, such as gates, is costly and difficult to maintain. First, Administration will look at lighting issues, park hours and a new by-law with fines. He is aiming to have a new by-law in place in spring 2019.

Discussion was held regarding provincially regulated fines relative to recreational cannabis use.

Discussion was held relative to trucks running in the parking lot at County Fair. Mr. D. Vincent informed those present that the mall parking lot is private property, however the company that owns the property is committed to start dealing with the truck problem. He also noted that when the zoning by-law comes up, Administration will look at changing it so that the parking lot cannot be used as a truck stop.

A citizen asked if truck drivers could be fined for noise. Mr. D. Vincent noted that a City by-law cannot override provincial law, so unless a truck is not up to provincial standards, drivers cannot be fined for noise.

6.0 WARD & CITY ISSUES

Marina Park Pedestrian Overpass

A citizen commented on the condition of the pedestrian overpass to Marina Park and asked which City department is responsible for maintaining it. The Chair will follow-up with Administration regarding this issue.

High Street – Road Condition

A citizen noted that High Street near Hillcrest Park is in poor condition. The Chair reminded those present that all potholes can be reported to Dispatch on the City website, via the Pingstreet app or by calling 625-2195.

ADJOURNMENT

The meeting adjourned at 9:17 p.m.
Memorandum

TO: Office of the City Clerk
FROM: Linda Crago
City Manager's Office - Office of the City Clerk
DATE: 03/12/2019
MEETING DATE: City Council - 04/08/2019 (mm/dd/yyyy)

By-law Description: A By-law to amend By-law 225-1998 with respect to Ward and Town Hall Meetings and to amend Chapter 11, titled Meetings - Information Exchange with Residents.

Authorization: Resolution – Committee of the Whole – January 30, 2019 (Reductions to the 2019 Operating and Capital Budget)

By-law Explanation: The purpose of this by-law is to amend By-law 225-1998 with respect to Ward and Town Hall Meetings and to amend Chapter 11, titled Meetings - Information Exchange with Residents, by reducing the number of Ward meetings per year.

Schedules and Attachments:

Amended/Repealed By-law Number(s):
THE CORPORATION OF THE CITY OF THUNDER BAY
BY-LAW NUMBER BL 29/2019

A By-law to amend By-law 225-1998 with respect to Ward and Town Hall Meetings and to amend Chapter 11, titled Meetings - Information Exchange with Residents.

Recitals

1. By-law 225-1998, being a By-law respecting Ward and Town Hall Meetings was adopted by Chapter 11 of the City of Thunder Bay Municipal Code, titled MEETINGS - INFORMATION EXCHANGE WITH RESIDENTS.

2. It is deemed expedient to amend By-law 225-1998 and to amend Chapter 11 of the City of Thunder Bay Municipal Code.

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

1. THAT By-law 225-1998 – Paragraph 2, titled Ward/Town Hall Meetings, amended by By-law 020-2010, with respect to Number of Meetings be amended by deleting the words “A Maximum of five Ward Meetings……” and replacing it with the words “A Maximum of four (4) Ward Meetings…..”

2. AND THAT By-law 225-1998 – Paragraph 3, Number of Meetings be amended by deleting:

“A maximum of five (5) Town Hall meetings per year may be held as determined by any one of the five Councillors-at-Large to deal with specific community-wide issues

and replacing it with:

“A maximum of four (4) Town Hall meetings per At-Large Councillor per year may be held to deal with specific community-wide issues, except during the months of July and August.

3. AND THAT Section 11.1.2 of the City of Thunder Bay Municipal Code – Ward meetings – number of, be amended by replacing the words “A Maximum of five Ward Meetings per year…” and replacing it with “A Maximum of four (4) Ward Meetings per year…”

4. AND THAT Section 11.1.4 of the City of Thunder Bay Municipal Code – Town hall meetings – number of, be amended by deleting:

“A maximum of five town hall meetings per year may be held as determined by any one of five Councillor-at-large to deal with specific community-wide issues” and replacing it with:
“A maximum of four (4) Town Hall meetings per At-Large Councillor per year may be held to deal with specific community-wide issues, except during the months of July and August.

5. This By-law shall come into force and take effect on the date it is passed.

Enacted and passed this 8th day of April, A.D. 2019 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

__________________________
Bill Mauro
Mayor

__________________________
John S. Hannam
City Clerk
Memorandum

TO: Office of the City Clerk

FROM: Grant Mason
Development & Emergency Services - Planning Services

DATE: 03/15/2019 (mm/dd/yyyy)

SUBJECT: BL 32/2019 Site Plan Designation - 387 Cuyler Street

MEETING DATE: City Council - 04/08/2019 (mm/dd/yyyy)

By-law Description: A By-law to designate areas of Site Plan Control pursuant to Section 41 of the Planning Act R.S.O. 1900, as amended (387 Cuyler Street).

Authorization: Committee of Adjustment 01-19 – 387 Cuyler Street – February 27, 2019

By-law Explanation: The purpose of this By-law is to designate an area of Site Plan Control pursuant to Section 41 of the Planning Act, R.S.O. 1990, as amended, as it applies to Lots 172 to 173, Registered Plan 239, municipally known as 387 Cuyler Street.

Schedules and Attachments:

EXHIBIT ONE TO BL 32/2019

Amended/Repealed By-law Number(s):
THE CORPORATION OF THE CITY OF THUNDER BAY
BY-LAW NUMBER BL 32/2019

A By-law to designate areas of Site Plan Control pursuant to Section 41 of the Planning Act R.S.O. 1900, as amended (387 Cuyler Street).

Recitals

1. Authority is provided in accordance with Section 41 of the Planning Act, R.S.O. 1990, c. P. 13, as amended (the “Act”), to pass a By-law designating a Site Plan Control Area.

2. Council has determined it is necessary to designate a Site Plan Area, as referenced by decision of the Committee of Adjustment, dated February 27th, 2019.

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

1. The lands described in section 2 of this By-law (the “Lands”) are designated as a Site Plan Control Area within the meaning of Section 41 of the Act, and no person shall undertake any development on the Lands, until the Council of the Corporation has approved plans and drawings as may be required under Subsection 41(4) of the Act.

2. The Lands to which this By-law applies are more particularly described as follows, namely:

   ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the City of Thunder Bay, in the District of Thunder Bay, and being composed of Registered Plan 239, Lots 172 to 173, and shown as "Property Location" on Exhibit One.

3. This By-law is in accordance with the City of Thunder Bay Official Plan, as amended.

4. This By-law shall come into force and take effect upon the date it is passed.

Enacted and passed this 8th day of April, A.D. 2019 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

Bill Mauro
Mayor

John S. Hannam
City Clerk
Memorandum

TO: Office of the City Clerk

FROM: Grant Mason
      Development & Emergency Services - Planning Services

DATE: 03/15/2019 (dd/dd/yyyy)

SUBJECT: BL 33/2019 - Site Plan Designation - 58 Walkover Street

MEETING DATE: City Council - 04/08/2019 (mm/dd/yyyy)

By-law Description: A By-law to designate areas of Site Plan Control pursuant to Section 41 of the Planning Act R.S.O. 1990, as amended (58 Walkover Street).

Authorization: Committee of Adjustment Meeting 10-18 – 58 Walkover Street – October 28th, 2018

By-law Explanation: The purpose of this By-law is to designate an area of Site Plan Control pursuant to Section 41 of the Planning Act, R.S.O. 1990, as amended, as it applies to Lot 7, Registered Plan 806, municipally known as 58 Walkover Street.

Schedules and Attachments:

EXHIBIT ONE TO BL 33/2019

Amended/Repealed By-law Number(s):
Recitals

1. Authority is provided in accordance with Section 41 of the Planning Act, R.S.O. 1990, c. P. 13, as amended (the “Act”), to pass a By-law designating a Site Plan Control Area.

2. Council has determined it is necessary to designate a Site Plan Area, as referenced by decision of the Committee of Adjustment, dated October 24th, 2018.

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

1. The lands described in section 2 of this By-law (the “Lands”) are designated as a Site Plan Control Area within the meaning of Section 41 of the Act, and no person shall undertake any development on the Lands, until the Council of the Corporation has approved plans and drawings as may be required under Subsection 41(4) of the Act.

2. The Lands to which this By-law applies are more particularly described as follows, namely:

   ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the City of Thunder Bay, in the District of Thunder Bay, and being composed of Lot 7, Registered Plan 806, and shown as "Property Location" on Exhibit One.

3. This By-law is in accordance with the City of Thunder Bay Official Plan, as amended.

4. This By-law shall come into force and take effect upon the date it is passed.

Enacted and passed this 8th day of April, A.D. 2019 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

______________________________
Bill Mauro
Mayor

______________________________
John S. Hannam
City Clerk
Property Location  58 Walkover Street

THIS IS EXHIBIT ONE TO BY-LAW NUMBER 33/2019

MAYOR

CITY CLERK

City Council - April 8, 2019  Page 26 of 60
Memorandum

Corporate By-law Number BL 36/2019

TO: Office of the City Clerk

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

DATE: 03/21/2019

SUBJECT: BL 36/2019 - A By-law to amend By-law 203-1996 being a By-law to adopt a Corporate Policy Manual.

MEETING DATE: City Council - 04/08/2019 (mm/dd/yyyy)

By-law Description: A By-law to amend By-law 203-1996, being a By-law to adopt the Corporate Policy Manual for The Corporation of the City of Thunder Bay with respect to Tangible Capital Asset - Corporate Policy No. 05-01-15, Occupational Health, Safety and Wellness - Corporate Policy No. 06-01-16, Council Vacancy/Leaves of Absence - Corporate Policy No. 08-01-03, Code of Conduct for Members of Council - Corporate Policy No. 08-01-05, Strategic Asset Management - Corporate Policy No. 11-02-08 and School Zone Safety (Crossing Guards) - Corporate Policy No. 11-03-06.


By-law Explanation: The purpose of this By-law is to amend By-law 203-1996, being a By-law to adopt the Corporate Policy Manual for The Corporation of the City of Thunder Bay with respect to Tangible Capital Asset - Corporate Policy No. 05-01-15, Occupational Health, Safety and Wellness - Corporate Policy No. 06-01-16, Council Vacancy/Leaves of Absence - Corporate Policy No. 08-01-03, Code of Conduct for Members of Council - Corporate Policy No. 08-01-05, Strategic Asset Management - Corporate Policy No. 11-02-08 and School Zone Safety (Crossing Guards) - Corporate Policy No. 11-03-06.
Schedules and Attachments:
Attachment 1 - Tangible Capital Asset
Attachment 2 - Occupational Health, Safety and Wellness
Attachment 3 - Council Vacancy/Leaves of Absence
Attachment 4 - Code of Conduct for Members of Council
Attachment 5 - Strategic Asset Management
Attachment 6 - School Zone Safety (Crossing Guards)

Amended/Repealed By-law Number(s):
THE CORPORATION OF THE CITY OF THUNDER BAY
BY-LAW NUMBER BL 36/2019

A By-law to amend By-law 203-1996, being a By-law to adopt the Corporate Policy Manual for The Corporation of the City of Thunder Bay with respect to Tangible Capital Asset - Corporate Policy No. 05-01-15, Occupational Health, Safety and Wellness - Corporate Policy No. 06-01-16, Council Vacancy/Leaves of Absence - Corporate Policy No. 08-01-03, Code of Conduct for Members of Council - Corporate Policy No. 08-01-05, Strategic Asset Management - Corporate Policy No. 11-02-08 and School Zone Safety (Crossing Guards) - Corporate Policy No. 11-03-06.

Recitals

1. On October 15th, 1996, the Council of The Corporation of the City of Thunder Bay ("the Corporation") passed By-law 203-1996, being a By-law to adopt the Corporate Policy Manual for the City of Thunder Bay;

2. The Municipal Act, 2001 requires the adoption, by By-law, of certain policies and amendments to these policies;

3. It is deemed necessary and expedient to amend By-law 203-1996 of The Corporation, including revisions of existing policies as hereinafter provided.

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

1. That Schedule “A” of By-law 203-1996 be amended by removing the following policies:

   06-01-15 Occupational Health & Safety
   08-01-03 Council Vacancy
   11-03-06 School Zone Safety (Crossing Guards)

2. And That Schedule “A” of By-law 203-1996 be amended by adding the following policies:

   05-01-15 Tangible Capital Asset
   06-01-15 Occupational Health, Safety and Wellness
   08-01-03 Council Vacancy/Leaves of Absence
   08-01-05 Code of Conduct for Members of Council
   11-02-08 Strategic Asset Management
   11-03-06 School Zone Safety (Crossing Guards)

3. This By-law shall come into force and take effect on the date it is passed.
Enacted and passed this 8th day of April, A.D. 2019 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

Bill Mauro
Mayor

John S. Hannam
City Clerk
POLICY STATEMENT

It is the policy of The Corporation of the City of Thunder Bay to account for and report in the accounts of the Municipality the Tangible Capital Assets controlled by the Municipality in accordance with the Canadian Public Sector Accounting Standards as established by the Canadian Public Sector Accounting Board (PSAB), specifically PS 3150.

PURPOSE

This policy ensures that all statutory requirements with respect to the accounting for and reporting of tangible capital and infrastructure assets are fulfilled.

SCOPE

This policy applies to all City departments falling within the reporting entity of the City (with the exception of Thunder Bay Public Library Board, Synergy North and Tbaytel).

All assets that meet the definition of a Tangible Capital Asset as provided in PS 3150, fall within the classifications defined, meet the threshold values as appropriately determined, and are controlled by the reporting entity shall be recorded in the accounts of the City in accordance with this policy.

OBJECTIVES

This document outlines the accounting policy for Tangible Capital Assets as set out in the accounts of the Corporation of the City of Thunder Bay. The objective of this policy is to ensure the Municipality’s considerable investment in Tangible Capital Assets is recorded consistently, appropriately, accurately and managed effectively.

This policy will aid in the achievement of the following goals:

(i) legislative and policy requirements to establish and maintain asset accounting records are met;
(ii) enhanced quality of information allows improved analysis of issues involving tangible capital and infrastructure assets;
(iii) risk and liability are managed and due diligence in infrastructure stewardship is demonstrated;
(iv) communication with citizens, rate payers, elected officials, financial rating organization and regulatory agencies is improved; and
(v) service delivery and operational requirements are coordinated.
POLICY DIRECTIVES

Inclusions

This policy applies to the following Tangible Capital Assets:

Land
Land Improvements
Buildings
Leasehold Improvements
Machinery and Equipment
Vehicles
Linear Assets

These assets are further aggregated into two major sectors being either General Capital or Infrastructure Capital.

Leased Capital Assets are recorded as separate Tangible Capital Asset classes for each type of asset.

Exclusions

The following capital assets are excluded:

Works of art and historical treasures including monuments and artifacts
Natural resources (trees, water and mineral resources)
Intangibles

Accounting

Accounting for Tangible Capital Assets will be directed by PS 3150 in accordance with PSAB. Where professional judgment is needed in decision making, the decision along with its rationale will be documented.

The threshold for each category represents the minimum cost an individual asset must have before it is to be recorded as a capital asset (Appendix A). Capital assets not meeting the threshold are expensed in the year in which they are purchased.

A Tangible Capital Asset shall be recognized in the financial statements when it is put into service to provide future benefits and a rational means to value the asset can be obtained. Purchased assets will be valued at Cost. Constructed assets will be valued at the point of substantial completion determined by use of the asset or by certificate using the Work In Progress account.

Betterments to an asset will be recorded at Cost if the same specified dollar threshold is met.

Where a Tangible Capital Asset is acquired at no cost, or for a nominal cost, such as donated or contributed assets, the amount recognized should be equal to its Fair Value at the acquisition date.
Generally in order for an item to meet the qualifications for capitalization it must first meet the required base threshold identified in Appendix A. However, there are two exceptions to this rule, large bulk purchases and cyclical capital projects. In both cases the assets will be setup in pools and the individual item detail will not be maintained for capital asset purposes. The criteria for capitalizing these types of projects are also identified in Appendix A.

The Cost of a Tangible Capital Asset under construction that is not completed and not ready to be put into service should be reported as Work In Progress in the City’s statement of financial position. Work In Progress only applies to Tangible Capital Assets that meet the capitalization threshold specific to the related asset class. All Costs capitalized in Work In Progress must be written-off if construction of the Tangible Capital Asset is terminated or deferred indefinitely, and there is no alternative use for the Work In Progress. Amortization is not to be recorded on Work In Progress until it is transferred into the specific Tangible Capital Asset category that would indicate the Work In Progress is ready for use.

Studies and other initiatives that relate directly to the approved acquisition of a Tangible Capital Asset shall be capitalized. If the study/initiative does not relate directly to the acquisition of a Tangible Capital Asset, it shall be expensed in the year(s) in which they occur.

Disposal of an asset will result in cessation of Amortization on the asset and subsequent removal of the asset from the accounts of record.

The cost, less any residual value, of a Tangible Capital Asset with a limited life will be amortized over its useful life in a rational and systematic manner appropriate to its nature and use (Appendix A). Amortization will be on a straight line basis. One half of the annual amortization will be charged in the year of acquisition and the year of disposal.

**ACCOUNTABILITY**

City Departments are responsible for the following:

(i) preparing and managing capital budgets;
(ii) providing life expectancy data of Tangible Capital Assets;
(iii) maintaining capital asset information such as location, condition, maintenance records etc.;
(iv) recognizing the impact of capital investment decisions on current and future operating budgets, i.e. operating expenses, and managing all expenditures accordingly;
(v) ensuring proper control of Tangible Capital Assets is maintained;
(vi) appointing a steward for each capital asset, who is responsible for providing information about the availability, condition and usage of the asset;
(vii) asset management of Tangible Capital Assets in accordance with this policy, i.e. additions, dispositions, Betterments; and
(viii) reporting acquisitions and dispositions of insurable assets to risk management on a timely basis.

City Financial Services Division is responsible for:

(i) facilitating the approval of the capital budgets, giving due regard to municipal cash flow and debt management;
(ii) providing guidance to City Departments when needed in regards to their responsibilities listed above;
(iii) collecting and reviewing the details on additions, Disposals and Betterments in the year;
(iv) administering the Tangible Capital Asset software, including updating the software with the details provided by the departments regarding changes throughout the year;
(v) accounting for the Amortization on Tangible Capital Assets in accordance with this policy;
(vi) preparing necessary year-end entries to record Tangible Capital Asset activity; and
(vii) reporting Tangible Capital Assets in the financial statements of the City.

**RECORD RETENTION**

For each capital asset recorded in the City’s Tangible Capital Asset system, evidential information such as invoices, contracts, deeds, purchase orders, appraisals, other methods used to estimate actual Costs, and any other supporting documentation shall be retained by the appropriate department in accord with standard City document retention policies.

**DEFINITIONS**

Amortization: The process of allocating the cost of an asset to the periods of benefit, over its useful life.

Betterments: The cost incurred to enhance the service potential of an already existing tangible capital asset that satisfies one or more of the following conditions:

- increase output or service capacity
- decrease operating costs
- extending the Useful Life of the asset
- improve the quality of the output

City: Refers to The Corporation of the City of Thunder Bay.

Cost: The gross amount of consideration given up to acquire, construct, develop or better a tangible capital asset, and includes all costs directly attributable to acquisition, construction, development or betterment of the tangible capital asset, including installing the asset at the location and in the condition necessary for its intended use. The cost of a contributed tangible capital asset, including a tangible capital asset in lieu of a developer charge, is considered to be equal to its fair value at the date of contribution. Interest costs related to the financing of the acquisition or construction of a tangible capital asset are not capitalized.

Disposal: Refers to the removal of a capital asset from service as a result of sale, destruction, loss or abandonment.

Fair Value: The amount of the consideration that would be agreed upon in an arm’s length transaction between knowledgeable, willing parties who are under no compulsion to act.
Group/Pooled Assets: Similar assets that have a unit value below the capitalization threshold (on their own) but have a material value as a group. Such assets shall be ‘pooled’ as a single asset with one combined value. Examples of group/pooled assets are computer hardware, street lights and small machinery & equipment.

Leased Capital Assets: Assets with physical substance and a useful life of greater than one year which are leased by the municipality for use in the delivery of goods and services. Substantially all of the benefits and risk of ownership are transferred to the municipality without necessarily requiring the transfer of legal ownership. The cost of a leased tangible asset is determined in accordance with Public Sector Guideline PSG-2, Leased Tangible Assets.

Net Book Value: The cost of a tangible capital asset, less both accumulated amortization and the amount of any write-downs.

Residual Value: The estimated net realizable value of a tangible capital asset at the end of its useful life to the City.

Repairs and Maintenance: Ongoing activities to maintain a capital asset in operating condition. They are required to obtain the expected service potential of a capital asset over the estimated useful life. Cost for repairs and maintenance are expensed.

Service Potential: The output or service capacity of a tangible capital asset, and is normally determined by reference to attributes such as physical output capacity, quality of output, associated operating costs, and useful life.

Tangible Capital Asset: Assets, including computer software, having physical substance that:
   (i) are held for use in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance or repair of other tangible capital assets;
   (ii) have useful economic lives extending beyond an accounting period;
   (iii) are to be used on a continuing basis;
   (iv) are not for sale in the ordinary course of operations; and
   (v) is an original unit or system meeting minimum threshold or more at the date of purchase

Useful Life: The estimate of either the period over which a tangible capital asset is expected to be used by the City, or the number of production or similar units that can be obtained from the tangible capital asset by the City. The life of a tangible capital asset may extend beyond the useful life of a tangible capital asset to the City. The life of a tangible capital asset, other than land, is finite, and is normally the shortest of the physical, technological, commercial and legal life.

Work In Progress: The accumulation of costs for TCA that are in construction or development in progress but are not yet in use.

Write Down: A reduction in the cost of a tangible capital asset to reflect the decline in the asset’s value due to a permanent impairment.
REFERENCE:
CICA Public Sector Accounting Handbook, 2006, Section PS 3150 Tangible Capital Assets

Guide To Accounting For and Reporting Tangible Capital Assets, 2007, CICA Public Sector Accounting Group


MFOA – AMCTO Newsletters, 2006-2008, Issues No. 1 through 38 on various topic relating to Tangible Capital Assets
APPENDIX A

THRESHOLD AND USEFUL LIFE

<table>
<thead>
<tr>
<th>Asset Class</th>
<th>Threshold for Capitalization</th>
<th>Useful Life</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land</td>
<td>$0</td>
<td>Infinite</td>
</tr>
<tr>
<td>Land - Depreciable</td>
<td>$0</td>
<td>Based on Capacity</td>
</tr>
<tr>
<td>Land Improvements</td>
<td>$10,000</td>
<td>5 – 50yr</td>
</tr>
<tr>
<td>Buildings</td>
<td>Minimum 100sq ft &amp; $10,000</td>
<td>30 – 60yr</td>
</tr>
<tr>
<td>Machinery &amp; Equipment</td>
<td>$10,000</td>
<td>2 - 30yr</td>
</tr>
<tr>
<td>Vehicles</td>
<td>$10,000</td>
<td>3 – 20yr</td>
</tr>
<tr>
<td>Linear</td>
<td>$10,000</td>
<td>10 – 80yr</td>
</tr>
</tbody>
</table>

The City has also identified two exceptions to the rule that municipal infrastructure assets must meet the capitalization threshold in order for those assets to be capitalized in financial statements. These exceptions deal with large bulk purchases and cyclical capital projects, which will be captured as a pooled asset as follows:

<table>
<thead>
<tr>
<th>Exception</th>
<th>Exception Criteria</th>
<th>Pooled Asset Capitalization Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>Large Bulk Purchase (eg. computer hardware)</td>
<td>Asset falls into the General Capital – Machinery and Equipment class.</td>
<td>Individual cost &gt;= $10,000 Bulk purchase &gt;= $50,000</td>
</tr>
<tr>
<td>Cyclical Capital Project (eg. street lighting)</td>
<td>Asset falls into the General Capital – Machinery and Equipment class; project is identified as a capital project; project is a repetitive annual or cyclical project.</td>
<td>Individual cost &gt;= $10,000 Project cost &gt;= $10,000</td>
</tr>
<tr>
<td>APPROVED BY:</td>
<td>City Council</td>
<td>Date:</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------</td>
<td>-------</td>
</tr>
<tr>
<td>Replacing/Amending:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Originating Department:</th>
<th>Financial Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact:</td>
<td>Corporate Services &amp; Long Term Care</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Departmental Procedural Manual:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Affected Departments:</th>
</tr>
</thead>
</table>

SECTION: HUMAN RESOURCES AND CORPORATE SAFETY

DEPARTMENT/DIVISION: CITY MANAGER / HUMAN RESOURCES AND CORPORATE SAFETY

SUBJECT: OCCUPATIONAL HEALTH, SAFETY AND WELLNESS POLICY

POLICY STATEMENT:

Employees of the City of Thunder Bay provide a wide range of services to the City that improve our quality of life, protect us, and support our economy. From parks and recreation, to transportation, to emergency and protective services, to clean water and waste management and a myriad of others, we are working to live up to our reputation of Superior by Nature.

We value the well-being of our employees and are committed to creating a safe and healthy workplace. This commitment supports our corporate values through the integration of leadership, organizational culture, safety and personal health practices. We will use our knowledge and experience to continuously improve our behaviours and processes to ensure health, safety and wellness excellence in our work. No objective is more important than the health and safety of our employees and the people we serve.

We are committed to:

- Meeting all applicable legislative and regulatory requirements;
- Developing, implementing and maintaining a documented Occupational Health and Safety Management system guided by the OHSAS 18001 standard;
- Continuing to improve the safety management system by setting appropriate objectives, monitoring performance and reviewing the management system on an annual basis;
- Communicating the policy and procedures to everyone working under the control of the City, with the intent that they are made aware of their individual occupational health and safety obligations;
- Developing, implementing and maintaining programs that prevent occupational injury and illness and promote employee health and well-being;
- Supporting a workplace culture where healthy lifestyle practices are encouraged;
- Implementing leading practices in the promotion of employee health and wellness, including implementing the National Standard for Psychological Health and Safety in the Workplace.

Every person working for or on behalf of the City of Thunder Bay shares a responsibility towards achieving these commitments.
PURPOSE:

To comply with the legislative requirements of the Occupational Health and Safety Act, applicable regulations, and a Safety Management System guided by the OHSAS 18001 standard. Also, to recognize the importance of employee health and wellness and to work collaboratively to support actions linked to creating a healthy workplace.

REFERENCE:

Report No. R 125/2018 (City Manager's Office - Human Resources and Corporate Safety)
SECTION: MUNICIPAL GOVERNMENT

DEPARTMENT/DIVISION: CITY MANAGERS OFFICE / OFFICE OF THE CITY CLERK

SUBJECT: COUNCIL VACANCY/LEAVES OF ABSENCE

POLICY STATEMENT

It is the policy of City Council for the City of Thunder Bay to fill vacant seats on City Council in a defined manner.

PURPOSE

The purpose of this policy is to define when a seat becomes vacant and to set out exceptions for declaring a seat vacant including leaves of absence for pregnancy/parental leave for members of council. This policy also defines the means by which a vacant seat on City Council will be filled.

PROCEDURES

Vacancies

Members of Council can be absent from their position as authorized by the Municipal Act, 2001 as per the following exceptions:

As per Section 259 (c) Leave of Absence – Three Successive Months

A member may be absent from the meetings of council for three successive months without being authorized to do so by a resolution of council.

As per Section 259 (1) Vacant Seat - Pregnancy/Parental Leave Exception

Effective March 1, 2019, (1.1) Exemption – Clause (1) does not apply to vacant the office of a member of council of a municipality who is absent for 20 consecutive weeks, or less if the absence is the result of the members pregnancy, the birth of a members child or the adoption of a child by the member.

This policy includes the recognition that all rights and privileges associated with being a member of council continue during the leave including salary and benefits.
Filling of Vacancies

By-election

When a vacancy is declared on or:

- prior to December 31 of the third year after a regular election the position shall be filled through the conduct of a by-election. (eg: for the 2022 election this would mean on or prior to December 31 of 2021)

- the by-election will be conducted in accordance with all provisions of the Municipal Elections Act

Appointment

When a vacancy is declared on or:

- after January 1 of a regular election year and 90 days prior to voting day, the position shall be filled by appointment only

- City Council will establish a nominations committee comprised of 4 members of Council. The Nominations Committee will oversee a call for nominations (utilizing such forms and materials as deemed necessary), the Committee will review the submitted nominations selecting, as appropriate a short-list of candidates who will be invited to make presentations to the Committee. Following which the Committee will make a recommendation for appointment to City Council

- The Nominations Committee will develop and submit to City Council for approval Terms of Reference for the Committee and detailed procedures for the nomination process.

In accordance with the Municipal Act, if a vacancy occurs within 90 days before voting day of a regular election, the municipality is not required to fill a vacancy on Council.

REFERENCE

Municipal Act, 2011
Municipal Elections Act, 1996
<table>
<thead>
<tr>
<th><strong>APPROVED BY:</strong></th>
<th>City Council</th>
<th><strong>Date:</strong></th>
<th>March 11, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Replacing/Amending:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Originating Department:</strong></td>
<td>City Managers Office</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Contact:</strong></td>
<td>City Clerk</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Departmental Procedural Manual:</strong></td>
<td>N/A</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Affected Departments:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
POLICY STATEMENT

The City of Thunder Bay is committed to developing and implementing a corporate wide Asset Management Program in compliance with Ontario Regulation 588/17 (O. Reg. 588/17, Asset Management Planning for Municipal Infrastructure, under the Infrastructure for Jobs and Prosperity Act, 2015. The program will promote informed infrastructure investment decisions based on sound asset management practices and will include social, environmental and economic considerations.

PURPOSE

The purpose of this policy is to provide leadership in and commitment to the development and implementation of the City’s asset management program. It is intended to guide the consistent use of Asset Management (AM) across the organization, to facilitate logical and evidence-based decision-making for the management of Municipal Infrastructure Assets and to support the delivery of sustainable community services now and in the future. This policy demonstrates an organization-wide commitment to the good stewardship of municipal infrastructure assets and to improved accountability and transparency to the community through the adoption of best practices in asset management.

BACKGROUND

The City is responsible for providing a range of services to the community including reliable transportation networks for the movement of people and goods, safe drinking water, environmentally safe collection and treatment of wastewater and stormwater, safe and functional public facilities, and recreation programs and opportunities, among many others. To deliver these services it owns and manages a diverse portfolio of municipal infrastructure assets that includes roads, sidewalks, bridges, culverts, watermains, treatment plants and pump stations, sanitary and storm sewer networks, facilities and parks, as well as an extensive inventory of equipment and fleet. As the social, economic and environmental well-being of the community depends on the reliable performance of these municipal infrastructure assets it is critical to implement a systematic, sustainable approach to their management. An asset management approach allows organizations to make informed decisions regarding the planning, building, operating, maintaining, renewing, replacing and disposing of municipal infrastructure assets through a wide range of Lifecycle Activities.
ALIGNMENT WITH THE MUNICIPALITY’S STRATEGIC DIRECTIONS

The Asset Management Program will be informed by several of the City’s planning documents including the City of Thunder Bay Official Plan; the Corporate Strategic Plan; the EarthCare Sustainability Plan; and the Climate Ready City: City of Thunder Bay Climate Adaptation Strategy, among others. These documents complement each other and provide direction on achieving long-term social, environmental, and economic sustainability that support the development of the City’s assets in accordance with citizen input.

PRINCIPLES

To guide Thunder Bay’s asset management program, the following statements have been developed in compliance with O. Reg. 588/17:

1. Implement continuous improvement protocols and adopt best practices regarding asset management planning, including:
   i. Complete and accurate asset data
   ii. Condition assessment protocols
   iii. Risk and criticality models
   iv. Lifecycle management
   v. Financial strategy development
   vi. Level Of Service framework

2. Continue to develop and maintain an asset inventory of all municipal infrastructure assets.

3. Develop an Asset Management Plan that incorporates all municipal infrastructure assets that meet the Capitalization Thresholds outlined in the organization’s Tangible Capital Asset Policy, as summarized in Schedule A of this Strategic Asset Management Policy. With the exception of work-in-progress, all single and pooled municipal infrastructure assets that fall within one of these asset classes and meet the capitalization threshold will be incorporated in future asset management plans.

Future asset management plans may include any assets to which work is completed through approved capital projects, regardless of whether these assets meet existing capitalization thresholds.

After 2024, the plan will be updated at least every five years in accordance with O. Reg. 588/17 requirements to promote, document and communicate continuous improvement of the Asset Management Program.

4. Integrate the asset management program with long-term financial planning and budgeting strategies. This includes the development of financial plans that determine the level of funding required to achieve short-term operating and maintenance needs, in addition to long-term funding needs to replace and/or renew municipal infrastructure of existing and new infrastructure, including considerations for climate mitigation and adaptation.
5. Continue to develop performance metrics to transparently communicate the current state of the asset management program to Council and the community.

6. Consider the social, economic, and environmental risks and vulnerabilities of municipal infrastructure assets including risks relating to climate change and the actions that may be required including, but not limited to, anticipated costs that could arise from these impacts, adaptation opportunities, mitigation approaches, disaster planning and contingency funding. Impacts may include matters relating to construction, operations, levels of service and lifecycle management.

7. Align, annually through the capital budget process, asset management planning with financial plans prepared under the Safe Drinking Water Act, 2002, such as the City of Thunder Bay’s Drinking Water System Financial Plan, as well as any financial plans related to the Municipality’s other assets, as approved by Council.

8. Align all asset management planning with the Province of Ontario’s land-use planning framework, including any relevant policy statements issued under section 3(1) of the Planning Act; any provincial plans as defined in the Planning Act, and the City of Thunder Bay’s official plan.

9. Continue to coordinate asset management planning where infrastructure assets connect or are interrelated with neighbouring communities wherever viable and beneficial.

10. Provide opportunities for municipal residents and other interested parties to offer input into asset management planning.

11. Review and, if necessary, update this Strategic Asset Management Policy at least every five years.

12. The City shall consider where applicable the principles in as outlined in Section 3 of the Infrastructure for Jobs and Prosperity Act, 2015, when making decisions regarding asset management.

**ROLES AND RESPONSIBILITIES**

1. **Council**
   i. Approve AM policy and policy updates
   ii. Approve the AM plan and plan updates
   iii. Approve the human and financial resources required to support the elements of sustainable service delivery
   iv. Consider the impact of policy decisions and expansion to infrastructure on the City’s ability to maintain existing assets
   v. Consider the sustainability of growth and the Levels Of Service delivered to the community when making decisions
2. Executive Lead (General Manager - Infrastructure and Operations)
   i. Seek Council endorsement of the AM plan, policy, and any updates
   ii. Report to Council and the Executive Management Team on AM program and required planning resources

REFERENCES

1. As of the effective date of this policy the following regulatory documents apply:
      i. Section 3: Infrastructure Planning Principles
   b. Ontario Regulation 588/17, Asset Management Planning for Municipal Infrastructure
2. Corporate Report No. R 16/2019

DEFINITIONS

Unless otherwise noted, the definitions provided in this document align with those outlined in Ontario Regulation 588/17 (O. Reg. 588/17), Asset Management Planning for Municipal Infrastructure, under the *Infrastructure for Jobs and Prosperity Act, 2015.*

1. **Asset Management (AM)** – the coordinated activity of an organization to realize value from assets. It considers all asset types, and includes all activities involved in the asset’s life cycle from planning and acquisition/creation; to operational and maintenance activities, rehabilitation, and renewal; to replacement or disposal and any remaining liabilities. Asset management is holistic and normally involves balancing costs, risks, opportunities and performance benefits to achieve the total lowest lifecycle cost for each asset (ISO 55000).

2. **Asset Management Program** – The people, processes, tools, and other resources involved in the delivery of asset management.

3. **Asset Management Plan** – documented information that specifies the activities, resources, and timescales required for an individual asset, or a grouping of assets, to achieve the organization’s asset management objectives (ISO 55000). Under O. Reg. 588/17, by 2024 AM plans for all infrastructure assets will be required to include the current levels of service being provided; the current performance of each asset category; a summary of assets in each asset category, their replacement cost, average age, condition information, and condition assessment protocols; lifecycle activities required to maintain current levels of service; discussion of population and economic forecasts; and documentation of processes to make inventory and condition related background information available to the public.

4. **Capitalization Threshold** – the monetary value of a municipal infrastructure asset at or above which a municipality will capitalize the value of the asset and below which the municipality will expense the cost.

5. **Level Of Service** – parameters, or combination of parameters, which reflect social, political, environmental and economic outcomes that the organization delivers. Parameters can include, but are not necessarily limited to, safety, customer satisfaction, quality, quantity, capacity, reliability, responsiveness, environmental acceptability, cost, and availability (ISO 55000).
6. **Lifecycle Activities** – activities undertaken with respect to a municipal infrastructure asset over its service life, including constructing, maintaining, renewing, operating and decommissioning, and all engineering and design work associated with those activities.

7. **Municipal Infrastructure Asset** – an infrastructure asset, including a green infrastructure asset, directly owned by a municipality or included on the consolidated financial statements of a municipality, but does not include an infrastructure asset that is managed by a joint municipal water board.

City of Thunder Bay Strategic Asset Management Policy

Schedule A – Tangible Capital Asset Policy

As per Appendix A of the Tangible Capital Asset Policy, the City has established asset categories and capitalization thresholds in accordance with Public Sector Accounting Board reporting guidelines. This includes single asset capitalization thresholds as outlined below:

<table>
<thead>
<tr>
<th>Asset Type</th>
<th>Single Asset Capitalization Threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land</td>
<td>$0</td>
</tr>
<tr>
<td>Land – Depreciable</td>
<td>$0</td>
</tr>
<tr>
<td>Land Improvements</td>
<td>$10,000</td>
</tr>
<tr>
<td>Buildings (minimum 100 ft2)</td>
<td>$10,000</td>
</tr>
<tr>
<td>Machinery &amp; Equipment</td>
<td>$10,000</td>
</tr>
<tr>
<td>Vehicles</td>
<td>$10,000</td>
</tr>
<tr>
<td>Linear</td>
<td>$10,000</td>
</tr>
<tr>
<td>Work-In-Progress</td>
<td>Capitalize upon substantial completion of work, and/or when asset is placed into service</td>
</tr>
</tbody>
</table>

The City has also identified two exceptions to the rule that municipal infrastructure assets must meet the capitalization threshold in order for those assets to be capitalized in financial statements. These exceptions deal with large bulk purchases and cyclical capital projects, which will be captured as a pooled asset as follows:

<table>
<thead>
<tr>
<th>Exception</th>
<th>Exception Criteria</th>
<th>Pooled Asset Capitalization Threshold</th>
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<td>Large Bulk Purchase</td>
<td>Asset falls into the General Capital – Machinery and Equipment class.</td>
<td>Individual cost $10,000</td>
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<td></td>
<td>Bulk purchase $50,000</td>
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<tr>
<td>Cyclical Capital Project</td>
<td>Asset falls into the General Capital – Machinery and Equipment class; project is identified as a capital project; project is a repetitive annual or cyclical project.</td>
<td>Individual cost $10,000</td>
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<td></td>
<td></td>
<td>Project cost $10,000</td>
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<tr>
<td>APPROVED BY:</td>
<td>City Council</td>
<td>Date:</td>
</tr>
<tr>
<td>----------------------</td>
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</tr>
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<td>Replacing/Amending:</td>
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<td>Originating Department:</td>
<td>Infrastructure &amp; Operations</td>
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</tr>
<tr>
<td>Contact:</td>
<td>Manager</td>
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<td>Departmental Procedural Manual:</td>
<td></td>
<td></td>
</tr>
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<td>Affected Departments:</td>
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POLICY STATEMENT:

It is the policy of the City of Thunder Bay to provide for pedestrian safety in school zones through the use of school signs, regulatory and warning signs, Community Safe Zones, sidewalks, road markings, crossing guards and reduced speed limits (40 km/h) where appropriate.

PURPOSE:

The purpose of this policy is to identify the criteria used in determining appropriate measures for establishing placement of school crossing guards.

CRITERIA FOR ESTABLISHING A SCHOOL CROSSING

Establishment of school crossing guards will be subject to an investigative procedure to determine conditions at each location as identified in the School Crossing Guard Investigation Procedures outlined below.

Crossing guards will be established where the following conditions are met:

A) UNSIGNALIZED INTERSECTIONS

1) When safety concerns cannot be resolved through consideration of all other options to alleviate the problem(s) first, by relocating a crossing, providing school bus service, etc.
2) Where there are less than four safe gap times in traffic in fifty per cent of the five minute timed intervals on a road having posted speed limit of not more than 60 km/h,
3) The number of students crossing meets or exceeds the minimum standard of an average of 5 students,
4) Where there is less than sufficient safe sight/stopping distance for vehicles approaching the crossing,
5) Where there is less than sufficient safe sight distance for the children to make a decision to cross,
6) Where it is not feasible to use alternative methods,
7) Upon approval of the necessary budget by City Council,
8) Two guards, one on each side of the road, will be set at approved crossings on four-lane streets with moderate to high traffic volumes,
9) Guards can only be placed or removed if authorized by a Resolution of City Council.
Note: Safe gap times and safe sight and safe sight stopping distance shall be calculated as outlined below.

B) SIGNALIZED INTERSECTIONS

Where a signalized intersection is used by children, a pedestrian signal indication should be included.

The amount of green time must be the minimum time required for children to safely cross the street plus any allowance for left or right turning vehicles. If high turning volumes conflict with pedestrian movements then separate vehicle turning phases or advanced or delayed green indications should be investigated, or possibly separate pedestrian phases during peak school arrival and dismissal periods.

Conflicts between pedestrians and vehicular movements are a matter for police enforcement, since pedestrians have the right of way under the Highway Traffic Act.

An important part of the safety of children crossing at signalized intersections is the teaching of the proper and safe use of traffic signals. This teaching is primarily the responsibility of their parents or guardians.

If the volumes of turning vehicles are such that vehicles or pedestrians must queue and every other enforcement and engineering solution has been investigated or where the width of the roadway is such that a child could be stranded on the median or in the middle of the road, then consideration should be given to the placement of a School Crossing Guard.

Crossing guards will be established at signalized intersections where the following conditions are met:

1) The study meets the Exposure Index Method of conflicting vehicular volume multiplied by student pedestrians, and is on a roadway of not more than 60 km/h.
2) There are students, and particularly young students, crossing on most signal cycles observed and the minimum number of students crossing meets or exceeds the minimum standard of an average of 5 students, and
3) Poor driver behaviour, not yielding the right of way to pedestrians, not coming to a complete stop prior to turning on a red signal, drivers inching forward thus intimidating pedestrians in, or about to cross, and/or drivers weaving through pedestrians as they cross the roadway.
4) The students appear timid in crossing the roadway or do not seem to be properly trained on how to cross the road safely, forgetting to push the pedestrian button if one is present or entering the roadway after the red flashing hand is showing.

APPEAL

In cases where the above criteria are not met and the establishment of a crossing guard is not recommended, the matter may be appealed to City Council. City Council may approve or reject such placement of a school crossing guard in its sole discretion.
CRITERIA FOR REMOVING A SCHOOL CROSSING

From time to time it may be necessary to review the need of an existing school crossing. Where a school has closed, boundaries have changed or bussing changes have removed the need for a crossing, the crossing can be recommended for removal without a site inspection and gap study. If monitoring of a crossing indicates that traffic patterns have changed or it appears that the minimum number of students criterion is no longer met, the crossing should be reassessed. After review, if the crossing no longer meets the warrant criteria, a recommended for removal should be made.

SCHOOL CROSSING GUARD INVESTIGATIVE PROCEDURES

In order to apply consistent criteria for the placing or removing of school crossing guards, the following procedures will be carried out:

1) Upon receipt of a written request for placing a crossing guard or removal of same, the Field Supervisor–School Crossing Guards, will acknowledge the request and advise the party/parties that an investigation will be carried out at the location in question, provide them with the policy and standards and a date by which to expect an answer.

2) The location investigation will be carried out in accordance with the list of items below which could have a bearing on the safety of children crossing the street.

3) Thunder Bay Police and the affected Schools will be requested for comment.

4) Should the investigation determine that measures other than placing a crossing guard will remedy any problem that children have in crossing then such measures will be given full consideration before any recommendations to place a crossing guard is given.

5) Should the investigation determine that conditions meet the minimum standards for the placement of a School Crossing Guard, a report will be presented to City Council recommending that a School Crossing Guard placement be approved at this location.

6) If investigation leads us to recommend that no action should be taken, the applicant will be so advised.

7) Should the investigation determine that conditions do not meet the minimum standards for the placement of a School Crossing Guard, a report will be presented to City Council recommending that a School Crossing Guard be removed from this location.

8) Party/parties may appeal any decision to City Council.

SAFE GAP TIMES

Gap times are required for students to survey traffic and have appropriate time to safely cross the street.

Safe Gap Times are calculated based on the following formula:

\[ G = 4.0 + \frac{W}{1.0} + 2.0 \times (N-1) \]
Where \( G \) = Acceptable safe gap time in seconds

\( 4.0 \) = Perception and reaction time of pedestrians measured in seconds (4.0 seconds is the number of seconds required for a child to look both ways, make a decision and commence to walk across the street)

\( W \) = Critical width of the roadway to be crossed measured in metres

\( 1.0 \) = Walking speed of a child measured in metres per second (the assumed juvenile pedestrian walking speed of 1.0 metres per second)

\( 2.0 \) = Headway between successive rows of students measure in seconds (2.0 seconds is the assumed amount)

\( N \) = Pedestrian clearance time (additional time required to clear large groups of children from the roadway). Children are assumed to cross the roadway in rows of 5 with 2-second headway intervals between each row. The clearance time interval is equal to \((N-1)\) where \( N \) is the number of row, 1 represents the first row. Five or fewer children results in \( N \) of 1.

The minimum safe gap time shall be taken as 20 seconds for a 2 lane road and 30 seconds for a 4 lane road. Consecutive gap times will be considered as separate gap times, example, 20 seconds is 1 gap, 40 seconds is 2 gaps.


**EXPOSURE INDEX METHOD**

The application of the Exposure Index method is done in two phases. The initial phase is to develop an Exposure Index for controlled traffic intersections, such as signalized and stop sign intersections. The second phase is to use the Exposure Index method to evaluate the controlled traffic intersections as to the need for school crossing guards.

For Signalized Intersections:

1. Review all of the signalized intersections that currently have school crossing guards in place. Obvious outlier locations where school crossing guards may not normally be needed should not be included since they would skew the threshold established to evaluate candidate school crossing guard locations.

2. Review the duration of current school crossing guard supervision at all of the signalized intersections during the morning and afternoon school peak periods. Then determine a common duration that best satisfies all of the signalized intersections. School crossing guards are currently implemented at a minimum of 60 minutes at all of the signalized intersections during various school peak periods, then the common duration would be 60 minutes. The purpose of this is to establish a common observation duration so that all subsequent evaluations can be completed on the same basis.
3. For the leg of the intersection that is being crossed with the assistance of a guard, identify the conflicting vehicular movements. These conflicting vehicular movements have the most direct correlation with the safety of student crossings. A permissive phase is when vehicles can manoeuvre in conjunction with other movements that may conflict. For example, right turns on red allow drivers to turn when there is a sufficient gap in the crossing traffic and the pedestrian flow.

4. Count the conflicting vehicular volume during the school peak periods.

5. Count the student crossing volumes at the leg of the intersection that is being crossed with the assistance of the guard. The count needs to be completed concurrently and for the same duration as the vehicular count.

6. Multiply the student crossing volume by the conflicting vehicular volume for each intersection and for each school period evaluated.

7. Select the school period for each signalized intersection that has the highest product of student crossing volume and conflicting vehicular volume. For example, the morning and afternoon school peak periods were counted at a signalized intersection and the products of student and conflicting vehicular volume were 1,000 and 1,700, respectively. In this case, the conflicting vehicular volume and student crossing volume during the school afternoon peak would be the critical dataset that is used for this intersection.

8. Input the critical dataset of conflicting vehicular volume and the student crossing volume for each signalized intersection into the Exposure Index Graph.

9. Once Step 8 is complete, the Microsoft Excel worksheet will automatically generate the 85th percentile curve of the input data. This curve represents the threshold used to evaluate the need for school crossing guards at signalized intersections.

USING THE EXPOSURE INDEX

Once an Exposure Index has been developed for signalized intersections, the following steps can be taken to evaluate potential school crossing guard locations that are signalized:

1. Establish the leg of the intersection that would be most suitable for a school crossing guard. This is typically based on the observed tendency of how students cross at an intersection, or based on the preference of the school to establish a safer route.

2. Count the conflicting vehicular volumes and student crossing volumes during the school peak periods. The duration of the counts would be based on the uniform duration that is used in the Exposure Index method.
3. Input the conflicting vehicular volume and student crossing volume to the appropriate table of the Exposure Index template. If the resulting point on the graph that corresponds to the location being evaluated is located above the 85th percentile line, then the Exposure Index warrant is met. If the resulting point is plotted below the 85th percentile line, then the signalized intersection being evaluated does not meet the Exposure Index threshold for requiring school crossing guards.

**SAFE SIGHT DISTANCE**

The following equation is used to determine the child's safe sight distance or visibility distance, measured in metres:

\[ V_m = \frac{W}{1.0} \times \text{Speed limit (km/h)} \times 0.278 \]

Where \( W \) = critical width to be crossed in metres
\( 1.0 \) = the speed a pedestrian will walk in metres per second
\( 0.278 \) = factor to convert km/h to metres per second.

The minimum safe sight distance for children to see oncoming vehicles, shall be taken as 150 metres.

**SAFE STOPPING SIGHT DISTANCE**

Stopping sight distance is measured from a "seeing" height of 1.1 m (the height of the drivers eye above the pavement) to an object height of 15 cm.

The safe stopping sight distance (SSD) is determined by multiplying the perception-reaction time in seconds by speed in meters per second and adding a factor to allow for the acceleration of gravity, the grade of the roadway and an allowance for the impact of wet pavement,

It is calculated using the formula:

\[ SSD = 0.278 \times V \times P + \frac{V^2}{255 (f+g)} \]

Where \( V \) = the speed from which the stop is made
\( P \) = the perception-reaction time in seconds (use 2.5)
\( f \) = the coefficient of friction for wet pavement see Table 1
\( g \) = per cent of grade divided by 100 (add for upgrades and subtract for downgrades)
0.278 = a factor to convert km/h to metres per second.
255 = a constant that represents acceleration of gravity

Minimum Sight/Stopping distance
50 metres for 40 km/h
60 metres for 50 km/h
76 metres for 60 km/h

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<th>KM/H</th>
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<tr>
<td>30</td>
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</tr>
<tr>
<td>40</td>
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<td>50</td>
<td>.35</td>
</tr>
<tr>
<td>60</td>
<td>.32</td>
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</table>

TABLE 1: COEFFICIENT OF FRICTION

These standards are based on the criteria set out in the Ontario Traffic Conference School Crossing Guard Guide, 2017.
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 amend By-law Number 225-1998 with respect to Ward and Town Hall Meetings.
   By-law Number: BL 29/2019

2. A Bylaw to designate areas of Site Plan Control pursuant to Section 41 of the Planning Act R.S.O. 1900, as amended. (387 Cuyler Street)
   By-law Number: BL 32/2019

3. A By-law to designate areas of Site Plan Control pursuant to Section 41 of the Planning Act R.S.O. 1990, as amended. (58 Walkover Street)
   By-law Number: BL 33/2019

4. A By-law to amend By-law 203-1996, being a By-law to adopt the Corporate Policy Manual for The Corporation of the City of Thunder Bay with respect to Tangible Capital Asset - Corporate Policy No. 05-01-15, Occupational Health, Safety and Wellness - Corporate Policy No. 06-01-16, Council Vacancy/Leaves of Absence - Corporate Policy No. 08-01-03, Code of Conduct for Members of Council - Corporate Policy No. 08-01-05, Strategic Asset Management - Corporate Policy No. 11-02-08 and School Zone Safety (Crossing Guards) - Corporate Policy No. 11-03-06.
   By-law Number: BL 36/2019
MEETING DATE 04/08/2019 (mm/dd/yyyy)

SUBJECT Confirming By-law Resolution - April 8, 2019 - City Council

SUMMARY

Confirming By-law Resolution - April 8, 2019 - 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 8th day of April, 2019

   By-law Number: BL 34/2019
Memorandum

Corporate By-law Number BL 34/2019

TO: Office of the City Clerk

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

DATE: 03/19/2019

SUBJECT: BL 34/2019 - Confirming By-law - April 8, 2019

MEETING DATE: City Council - 04/08/2019 (mm/dd/yyyy)

By-law Description: A By-law to confirm the proceedings of a meeting of Council, this 8th day of April, 2019.

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 34/2019

A By-law to confirm the proceedings of a meeting of Council, this 8th day of April, 2019.

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:

8th day of April, 2019 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 8th day of April, A.D. 2019 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

Bill Mauro
Mayor

John S. Hannam
City Clerk