AGENDA MATERIAL

COMMITTEE OF THE WHOLE

MEETING DATE: MONDAY, NOVEMBER 23, 2020

LOCATION: S. H. BLAKE MEMORIAL AUDITORIUM
(Council Chambers)

TIME: 6:30 P.M.
CLOSED SESSION in the S. H. Blake Memorial Auditorium at 4:30 p.m.

Committee of the Whole - Closed Session
Chair: Councillor T. Giertuga

Closed Session Agenda will be distributed separately to Members of Council and EMT only.

OPEN SESSION in S.H. Blake Memorial Auditorium at 6:30 p.m.

Committee of the Whole - Administrative Services Session
Chair: Councillor M. Bentz

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - November 23, 2020 - Committee of the Whole (Page 6)

With respect to the November 23, 2020 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

PRESENTATIONS

Police Facility Needs Assessment - Additional Options Update

At the March 9, 2020 Committee of the Whole meeting, representatives from Form Studio Architects and RPL Architects presented its Police Facility Needs Assessment Study – Final Report, which presented options to either build a new facility or expand and upgrade the existing facility. At that time, it was decided that a further report was required to provide Council with additional options. At the May 25, 2020 Committee of the Whole meeting, and subsequently ratified at City Council that same evening, a motion was carried relative to recommending that the Steering Committee report to Council additional options for police facilities in the City.
In addition, the options would include but not be limited to neighbourhood-based satellite offices and any financial implications of completing the additional review. This report was scheduled to be presented to Committee of the Whole on or before September 30, 2020.

At the September 14, 2020 Committee of the Whole meeting, memorandum from Chief S. Hauth, dated August 24, 2020, was presented. This memorandum noted that due to the current pandemic, the timelines for the completion of the report have been extended and therefore will be presented at the November 23, 2020 Committee of the Whole meeting.

Memorandum from Chief S. Hauth, relative to the above noted. (Distributed Separately)

REPORTS OF COMMITTEES

Anti-Racism & Respect Advisory Committee Minutes

Minutes of Meeting No. 01-2020 of the Anti-Racism & Respect Advisory Committee held on January 27, 2020, for information. (Pages 8 – 14)

Inter-Governmental Affairs Committee Minutes

Minutes of Meeting No. 04-2020 of the Inter-Governmental Affairs Committee held on September 14, 2020, for information. (Pages 15 – 21)

Official Recognition Committee Minutes

Minutes of Meeting Nos. 01-2020 and 02-2020 of the Official Recognition Committee Citizens of Exceptional Achievement held on February 24 and March 9, 2020, for information. (Pages 22 – 27)

50th Anniversary Celebration Steering Committee Minutes

Minutes of Meeting No. 03-2020 of the 50th Anniversary Celebration Steering Committee held on September 25, 2020, for information. (Pages 28 – 33)

REPORTS OF MUNICIPAL OFFICERS

Uncollectible Accounts

Report No. 136/2020 (Corporate Services & Long-Term Care - Revenue) seeking approval to write off uncollectible accounts which remain unpaid on the 2020 General Accounts Receivable files. (Pages 34 – 36)
With respect to Report No. R 136/2020 (Corporate Services & Long Term Care - Revenue), we recommend that the uncollectible accounts, which remain unpaid on the 2020 receivable files, be written off as follows:

<table>
<thead>
<tr>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Accounts (including interest)</td>
<td>$21,545.47</td>
</tr>
<tr>
<td>Municipal Child Care</td>
<td>$316.85</td>
</tr>
</tbody>
</table>

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

**Indigenous Relations & Inclusion Annual Report**

Report No. R 137/2020 (City Manager's Office - Corporate Strategic Services) recommending that Council adopt the “2021-2027 City of Thunder Bay Indigenous Relations and Inclusion Strategy”. (Pages 37 – 61)

Memorandum from Ms. R. Mandamin, Manager - Indigenous Relations & Inclusion, dated November 10, 2020, requesting to appear before Committee to provide a presentation relative to the above noted. (Page 62)

With respect to Report No. R 137/2020 (City Manager’s Office - Corporate Strategic Services), we recommend that Council approve for adoption the “2021-2027 City of Thunder Bay Indigenous Relations and Inclusion Strategy” (“the IRI Strategy”);

AND THAT the City of Thunder Bay Annual Report under the Thunder Bay Anti-Racism and Inclusion Accord (“the Accord”) as outlined in this Report be received for information;

AND THAT the “2021-2027 City of Thunder Bay Indigenous Relations and Inclusion Strategy” and the Accord Annual Report be published on the City’s website and in public communication materials;

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

**2019 Corporate Safety Annual Review Report**

Report No. R 139/2020 (City Manager's Office - Human Resources & Corporate Safety) recommending that the updated Occupational Health and Safety Policy attached as Appendix “A” be approved and included with the Corporate Policy Manual. (Pages 63 – 73)

With respect to Report No. R 139/2020 (City Manager’s Office – Human Resources & corporate Safety) we recommend that the updated Occupational Health and Safety Policy attached as Appendix “A” be approved and included with the Corporate Policy Manual;

AND THAT City Council affirm its commitment to implementing, maintaining and continually improving an occupational health and safety program guided by the elements of ISO 45001:2018;
AND THAT any necessary by-laws be presented to City Council for ratification.

2020 Corporate Safety Mid-year Summary Report

Report No. R 140/2020 (City Manager's Office - Human Resources & Corporate Safety), summarizing the Corporate Safety section activities for the period of January – June 2020, for information. (Pages 74 – 78)

Composition of City Council

At the September 21, 2020 Committee of the Whole meeting, a resolution was passed requesting that Administration complete work associated with the process and requirements to complete a public consultation process relative to decreasing the composition of City Council and report back with a recommended plan for consultation, financial implications relative to this work and the legislative deadlines and considerations required to make any changes in advance of the 2022 Municipal Election.

Report No. R 126/2020 (City Manager's Office - Office of the City Clerk) recommending that Administration be directed to proceed with Option 3 as outlined within this report and plan for inclusion of costs in the 2023 Budget. (Pages 79 – 86)

With respect to Report R 126/2020 Composition of City Council (City Manager’s Office – Office of the City Clerk), we recommend that Administration be directed to proceed with Option 3 as outlined within this report and plan for inclusion of costs in the 2023 Budget;

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

PETITIONS AND COMMUNICATIONS

Finnish Labour Temple Refurbishment

Memorandum from Mr. A. Cotter, Chair - Heritage Advisory Committee, dated November 12, 2020 relative to the above noted, for information. (Pages 87 – 89)

Appointment of Fire Chief

Memorandum from Mr. M. Smith, General Manager, Development & Emergency Services dated November 13, 2020 containing a motion relative to the above noted. (Pages 90 – 91)

With respect to the appointment of the Fire Chief, we recommend that Greg Hankkio be appointed as Fire Chief with the City of Thunder Bay;

AND THAT any necessary by-laws be presented to City Council for ratification.
Municipal By-law Enforcement Officers

At the July 27, 2020 Committee of the Whole meeting, a resolution was passed directing Administration to report back by November 23, 2020 on expansion of by-law officers in the Licensing & Enforcement Division, including how many officers, the costs associated with each officer, and human resources implications relating to scope and hours of work.

Memorandum from Mr. M. Smith, General Manager - Development & Emergency Services, dated November 16, 2020, relative to the above noted, for information. (Pages 92 - 93)

Advocacy, Social Issues for Vulnerable People

At the August 10, 2020 Committee of the Whole meeting, a resolution was passed recommending that the content and associated motions relative to advocacy, social issues and vulnerable people be referred to Administration in order to consult and collect feedback from the Thunder Bay Police Service, Crime Prevention Council and Thunder Bay Drug Strategy and that Administration report back on or before November 23, 2020.

Memorandum from Ms. K. Lewis, Director, Corporate Strategic Services, dated November 9, 2020, relative to the above noted, for information. (Pages 94 – 95)

Stop-Arm Cameras

At the July 20, 2020 Committee of the Whole meeting, a resolution was passed directing Administration to report back on the potential installation of stop arm cameras on school buses.

Memorandum from Ms. C. Cline, Deputy City Solicitor, dated November 4, 2020, relative to the above noted, for information. (Pages 96 – 97)

NEW BUSINESS

ADJOURNMENT
MEETING DATE 11/23/2020 (mm/dd/yyyy)

SUBJECT Confirmation of Agenda

SUMMARY

Confirmation of Agenda - November 23, 2020 - Committee of the Whole

RECOMMENDATION

With respect to the November 23, 2020 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.
MEETING DATE 11/23/2020 (mm/dd/yyyy)

SUBJECT Police Facility Needs Assessment - Additional Options Update

SUMMARY

At the March 9, 2020 Committee of the Whole meeting representatives from Form Studio Architects and RPL Architects presented its Police Facility Needs Assessment Study – Final Report, which presented options to either build a new facility or expand and upgrade the existing facility. At that time, it was decided that a further report was required to provide Council with additional options. At the May 25, 2020 Committee of the Whole meeting, and subsequently ratified at City Council that same evening, a motion was carried relative to recommending that the Steering Committee report to Council additional options for police facilities in the City. In addition, the options would include but not be limited to neighbourhood-based satellite offices and any financial implications of completing the additional review. This report was scheduled to be presented to Committee of the Whole on or before September 30, 2020.

At the September 14, 2020 Committee of the Whole meeting, memorandum from Chief S. Hauth, dated August 24, 2020, was presented. This memorandum noted that due to the current pandemic, the timelines for the completion of the report have been extended and therefore will be presented at the November 23, 2020 Committee of the Whole meeting.

Memorandum from Chief S. Hauth, relative to the above noted. (Distributed Separately)
**MEETING DATE**  11/23/2020 (mm/dd/yyyy)

**SUBJECT**  Anti-Racism & Respect Advisory Committee Minutes

**SUMMARY**

Minutes of Meeting No. 01-2020 of the Anti-Racism & Respect Advisory Committee held on January 27, 2020, for information.

**ATTACHMENTS**

1. Minutes - Anti-Racism & Respect Advisory Committee - 01-2020 - January 27, 2020
DATE: JANUARY 27, 2020  MEETING NO. 01-2020

TIME: 12:05 p.m.

PLACE: MCNAUGHTON ROOM, 3RD FLOOR, CITY HALL

CHAIR: JASON VELTRI

PRESENT: Mayor Bill Mauro
councillor Rebecca Johnson
Ms. Carol Audet, Matawa First Nations
Mr. Chris Krumholz, Community Representative
Ms. Angie Lynch, Kinna-aweya Legal Clinic
Mr. Moffat Makuto, Regional Multicultural Youth Association
Mr. Jason Veltri, Community Representative
Ms. Anita Muggeridge, Thunder Bay Multicultural Association
Mr. Vignesh Viswanathan, International Students – Confederation College
Insp. Derek West, Thunder Bay Police Service
Mr. Farhan Yousaf/Mr. Josh Pogue, Lakehead University Student Union

OFFICIALS: Mr. Norm Gale, City Manager
Ms. Karen Lewis, Director – Corporate Strategic Services
Ms. Regina Mandamin, Manager – Indigenous Relations & Inclusion
Ms. Lee-Ann Chevrette, Coordinator – Crime Prevention
Mr. Jeff Howie, Policy Assistant to the Mayor
Ms. Maureen Nadin, Committee Resource
Ms. Katie Piche, Committee Coordinator

GUESTS: Ms. Mayisha Choudhury, Placement Student - Kinna-aweya Legal Clinic
Mr. Sterling Finlayson, Placement Student – Matawa First Nations
Ms. Robyn Medicine, Indigenous Liaison – Thunder Bay Public Library
Mr. Daniel Griffin, Generator

1.0 WELCOME, INTRODUCTIONS & DISCLOSURES OF INTEREST

Ms. K. Piche, Committee Coordinator called the meeting to order at 12:05 p.m. There were no disclosures of interest declared at this time.

2.0 CONFIRMATION OF AGENDA

MOVED BY: Mr. C. Krumholz
SECONDED BY: Ms. A. Muggeridge

With respect to the January 27, 2020 meeting of the Anti-Racism & Respect Advisory Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed, as amended.

CARRIED
3.0 ELECTION OF CHAIR & VICE-CHAIR

Ms. Katie Piche, Committee Coordinator - Office of the City Clerk, administered the nominations for Chair and Vice-Chair of the Committee.

Mr. Jason Veltri was nominated for the position of Chair. Mr. Veltri agreed to let his name stand. Mr. Veltri was acclaimed as Chair.

Ms. Tannis Kastern was nominated for the position of Vice-Chair. Ms. Kastern agreed to let her name stand. Ms. Kastern was acclaimed as Vice-Chair.

With respect to the positions of Chair and Vice-Chair of the Anti-Racism & Respect Advisory Committee, it was the consensus of the Committee that Jason Veltri be appointed Chair of the Committee and that Tannis Kastern be appointed Vice-Chair of the Committee for the remainder of the 2020 calendar year, and until such time a replacement has been appointed, as required annually.

The Chair assumed the position of Chair for the remainder of the meeting.

4.0 MINUTES OF PREVIOUS MEETING

The Minutes of Meeting No. 07-2019 of the Anti-Racism & Respect Advisory Committee held on November 25, 2019 to be confirmed.

MOVED BY: Mr. C. Krumpholz
SECONDED BY: Insp. D. West

THAT the Minutes of Meetings No. 07-2019 of the Anti-Racism & Respect Advisory Committee, held on November 25, 2019, be confirmed.

CARRIED

The Chair introduced new Committee members from Lakehead University Student Union, Farhan Yousaf and Josh Pogue.

5.0 SEVEN YOUTH INQUEST - RECOMMENDATION 112 PRESENTATION

Ms. L. Chevrette, Coordinator - Crime Prevention and Ms. R. Medicine, Indigenous Liaison – Thunder Bay Public Library provided a PowerPoint presentation relative to the above noted and responded to questions. The following items were discussed:

- Recommendation 112 Working Group membership
- Dealing with complex issues
Committee’s focus – indigenous-based racism & racially motivated crimes

Work to date

Working with Generator for campaign (re: public education)

TED Talks

A discussion was held relative to the above noted and Ms. L. Chevrette and Mr. D. Griffin – Generator responded to questions.

It was noted that Ms. L. Chevrette will provide the Anti-Racism & Respect Advisory Committee with progress reports, when available.

6.0 CHRONICLE JOURNAL

Mr. J. Veltri provided information relative to an incident that took place regarding the Chronicle Journal and a letter to written in Ojibway to Santa over the Christmas holidays. Councillor R. Johnson advised that Mayor Mauro and Diversity Thunder Bay contacted the Chronicle Journal and the matter has been resolved.

A discussion was held relative to the Chronicle Journal joining the Accord, and about the Chronicle Journal’s complaint process.

7.0 DIVERSITY BREAKFAST

Ms. K. Lewis provided an overview relative to the upcoming Diversity Breakfast, to be held on Thursday, March 19, 2020. This year’s event will feature Toronto Raptor Superfan Nav Bahtia.

Handout entitled “International Day for the Elimination of Racial Discrimination 14th Anniversary Celebration Breakfast Sponsorship Proposal” was distributed on desks.

MOVED BY: Mr. C. Krumpholz
SECONDED BY: Ms. T. Kastern

With respect to the Anti-Racism and Respect Advisory Committee budget, we recommend that sponsorship to the 2020 Diversity Breakfast be provided in the amount of $2,500.00.

CARRIED

The Committee will reserve a table of 8 at the Diversity Breakfast. The following Committee members will attend:

- Councillor R. Johnson
- J. Veltri
• T. Kastern
• C. Krumpholz
• A. Lynch
• members of Administration

8.0 DEPARTMENT OF CANADIAN HERITAGE’S ANTI-RACISM ACTION PROGRAM

Ms. K. Lewis provided information relative to the above noted program. It was noted that the Committee will receive an update if the City receives any funding through the application process.

9.0 BUSINESS ARISING FROM PREVIOUS MEETINGS

9.1 Black History Month Planning Update

Mr. C. Krumpholz provided an update relative to the following:

• Meetings with CAMAT
• Movie nights scheduled: February 20 & February 27 at Brodie Street Library
• Signage, swag and banners – Corporate Strategic Services to provide

10.0 WORKING GROUP UPDATE – CARL CRAWFORD PRESENTATION

Ms. M. Nadin, Committee Resource provided an update relative to the above noted. The following items were discussed:

• Location of full day event - Italian Cultural Centre
• “Best Practices from City of Duluth”
• Potential breakfast meeting with Accord re: policy development

A discussion was also held regarding involving youth in the event.

It was noted that a Save the Date calendar invitation will be sent out to attendees.

11.0 CITY OF THUNDER BAY 2019 - 2022 STRATEGIC PLAN

Ms. K. Lewis provided a brief overview and advised that the above noted report will be presented at Committee of the Whole on January 27, 2020, for Council’s consideration.
12.0 INCIDENT REPORTING WORKING GROUP

This item was deferred until the next meeting.

13.0 NEW BUSINESS

13.1 One City, Many Voices Authors Event

Councillor R. Johnson provided information relative to the above noted. A written proposal for a potential One City, Many Voices event will be provided at the next meeting, for the Committee’s review.

13.2 Diversity Thunder Bay Calendar of Events

Handout entitled “Multicultural Holidays, Ethnic Inclusion Calendar” was distributed on desks, for information. Councillor R. Johnson provided a brief overview.

13.3 Regional Multicultural Youth Council – Letter re: Sen. Lynn Beyak

Mr. M. Makuto provided information relative to the above noted and responded to questions.

13.4 City of Thunder Bay’s Child Advocate Representation

Ms. C. Audet provided an inquiry relative to the above noted. Ms. K. Lewis will follow up at the next meeting.

14.0 ANNOUNCEMENTS

- M. Makuto – Handout “Student Working Group Recommendations”
- A. Lynch – Kairos Blanket Exercise – March 17
- C. Audet – Matawa - Health Forum event – Feb 4 – 6
  Matawa – upcoming Education Conference
- Lakehead University - LU Culture Day Feb 26
- K. Lewis – Public Forum Community Safety & Wellbeing Planning – Jan 28
  Upcoming Dease Pool Property Consultation
- J. Veltri - Thunder Pride Forum – Feb 11
  Thunder Pride - new acronym 2SLGBTIQ+
15.0 **NEXT MEETING**

Committee meetings are held on the last Monday of each month, except July, August, and December, commencing at 12:00 p.m. in the McNaughton Room, 3rd Floor of City Hall.

The next meeting is scheduled for Monday, February 24, 2020.

16.0 **ADJOURNMENT**

The meeting adjourned at 1:52 p.m.
**MEETING DATE** 11/23/2020 (mm/dd/yyyy)

**SUBJECT** Inter-Governmental Affairs Committee Minutes

**SUMMARY**

Minutes of Meeting No. 04-2020 of the Inter-Governmental Affairs Committee held on September 14, 2020, for information.

**ATTACHMENTS**

1. Minutes - Inter-Governmental Affairs Committee - 04-2020 - September 14, 2020
1.0 DISCLOSURES OF INTEREST

None.

2.0 AGENDA APPROVAL

MOVED BY: Councillor A. Aiello
SECONDED BY: Councillor S. Ch’ng

With respect to the September 14, 2020 Inter-Governmental Affairs Committee, we recommend that the agenda as amended, including any additional information and new business, be confirmed.

CARRIED

3.0 MINUTES OF PREVIOUS MEETINGS

The Minutes of Meeting No. 03-2020 held on June 8, 2020, of the Inter-Governmental Affairs Committee, to be confirmed.

MOVED BY: Councillor S. Ch’ng
SECONDED BY: Councillor A. Aiello

THAT the Minutes of Meeting No. 03-2020 held on June 8, 2020, of the Inter-Governmental Affairs Committee, be confirmed.

CARRIED
A brief discussion was held relative to Heddle Shipyards and the need for continued advocacy.

4.0 DEBRIEF: AMO 2020

The Chair, Councillor B. McKinnon provided an overview relative to the AMO 2020 Conference held virtually August 17-19, 2020.

- Met with seven Ministers; the overall response was positive
- Virtual format went well
- Follow up is required with the Ministry of Transportation, as additional information related to the Northwest Arterial needs to be provided. The Ministry Officials at the meeting did not seem aware that the arterial was necessary for the Expressway project to move forward
- Follow is required with the Minister of Health as they indicated they would like to review the City of Thunder Bay brief again
- RegenMed received $411,566 in funding from the Ontario Government for their new product DermGEN™
- The Ministry of Infrastructure indicated that the infrastructure funding program was oversubscribed and they recommended the City of Thunder Bay lobby the Federal government for additional funding
- Solicitor General Sylvia Jones spoke about the benefits of partnership with proposals related to operational funding

5.0 BUSINESS ARISING FROM PREVIOUS MINUTES

5.1 Ring of Fire Update

No updates were provided at this time.

5.2 Bombardier Update

Mayor B. Mauro provided an update relative to the above. Efforts are being made to secure a meeting with Mayor J. Tory, City of Toronto. First round of layoffs will occur in October 2020 with more in the spring of 2021. Concerned about losing skilled workers in the community. There are also concerns about the potential impacts to the Thunder Bay plant with the new buyer, Alstom.

The committee would like to be more aggressive with their advocacy on this file. Letters will be written to the City of Toronto, the Province of Ontario, the Federal government and the Toronto Transit Commission.

5.3 Next Generation 911 Update

Mr. N. Gale, City Manager provided an update related to the above.
Due to the current COVID-19 pandemic the CRTC has suspended the upcoming NG 9-1-1 deadlines. This is in recognition that the maintenance of current 9-1-1 networks is being prioritized over any ongoing work related to the preparation and deployment of NG 9-1-1.

The CRTC is proposing that the deadlines for transitioning to NG 9-1-1 be re-established as follows:

- NG 9-1-1 voice March 30, 2021
- NG 9-1-1 text messaging March 30, 2022
- Decommissioning of the current 9-1-1 network March 30, 2024

A discussion was held with Solicitor General Sylvia Jones at the AMO Conference for the Province to pass legislation related to funding the Public Safety Answering Point; other communities are also lobbying for this legislation.

A discussion was held relative to the police budget and the hiring of additional staff. Mr. N. Gale, City Manager to follow up with more information.

5.4 Ontario Health Care Motion

Mr. N. Gale, City Manager provided an update relative to the above noted. Confirmation that the provincial government has postponed the funding changes to Public Health in 2021 and is planning to proceed with the funding changes in 2022.

5.5 Provincially Significant Wetlands Designation

Memo from Devon McCloskey, Supervisor Planning Services Division dated September 11, 2020 relative to the above was distributed separately on September 14, 2020 for information.

6.0 CORRESPONDENCE

6.1 Amendments to the Planning Act due to COVID-19

Copy of letter from the Honourable Steve Clark, Minister of Municipal Affairs and Housing to Mayor Bill Mauro, dated June 12, 2020, relative to the above-noted, for information.

6.2 Request for Financial Assistance

Copy of letter to The Right Honourable Justin Trudeau, Prime Minister of Canada and the Honourable Doug Ford, Premier of Ontario from Ms. K Redman, Chair, Mayors and Regional Chairs of Ontario Single Tier Cities and Regions, dated June 12, 2020, relative to the above-noted, for information.

The City of Thunder Bay received $9.2M through Safe Restart funding. Discussed how the funding has been organized and that the city does not expect to receive any additional funds in 2021.
6.3 Temporary Pandemic Pay Funding

Copy of letter from Deputy Premier and Minister of Health Ms. C. Elliott, Ministry of Health, to Mayor B. Mauro, dated June 16, 2020, relative to the above-noted, for information.

Pioneer Ridge and EMS received $890,000 to cover pandemic pay expenses.

6.4 Reliable Internet for Northern Ontario

Copy of media release, dated June 16, 2020, relative to the above-noted, for information.

6.5 Long Term Care Home Improvements

Copy of letter to All Ontario Municipalities from Ms. D. Gould-Brown, City Clerk, city of Sarnia, dated June 24, 2020, relative to the above-noted, for information.

6.6 COVID-19 Economic Recovery Act, 2020

Copy of letter to Mayor Bill Mauro from Honourable Steve Clark, Minister of Municipal Affairs and Housing, dated July 8, 2020, relative to the above-noted, for information.

Mayor J. Tory, City of Toronto, has been in the media requesting additional support from the federal and provincial government. Will have this added to the agenda for the next meeting with the Ontario Big City Mayors.

This item was briefly discussed - additional funding programs related to current infrastructure.

6.7 Environmental Assessment Modernization

Copy of letter from the Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks, dated July 9, 2020, relative to the above noted for information.

6.8 Wearing of Non-Medical Masks or Face Coverings – COVID-19

Copy of letter to the Honourable Doug Ford, Premier of Ontario from Mayor Cam Guthrie, Chair, LUMCO Ontario’s Big City Mayors, dated July 15, 2020, relative to the above-noted, for information.

Copy of email vote, relative to the above-noted, for information.

6.9 Emergency Funding to Municipalities – Safe Restart Agreement

Copy of media release from LUMCO Ontario’s Big City Mayors, dated July 16, 2020, relative to the above-noted, for information.
6.10 Proclamation of the Reopening Ontario (A Flexible Response to COVID-19) Act, 2020

Copy of memo to Municipal CAO’s from Mr. Richard Stubbings, Assistant Deputy Minister, Ministry of the Solicitor General, dated July 24, 2020, relative to the above-noted, for information.

6.11 Ontario Supports Health Sciences Sector in Thunder Bay

Copy of news release from the Province of Ontario, dated August 11, 2020, relative to the above-noted, for information.

6.12 The Safe Restart Agreement

Copy of news release from Ontario’s Big City Mayors, dated August 12, 2020, relative to the above-noted, for information.

Copy of letter to Mayor Bill Mauro from Honourable Steve Clark, Minister of Municipal Affairs and Housing, dated August 12, 2020, relative to the above-noted, for information.

Copy of letter to Mayor Bill Mauro from Honourable Caroline Mulroney, Minister of Transportation, dated August 12, 2020, relative to the above-noted, for information.

6.13 Heddle Shipyards

Copy of letter to Mayor Bill Mauro and Councillor Shelby Ch’ng, Vice Chair, Intergovernmental Affairs Committee from the Ministerial Correspondence Unit of Fisheries and Oceans Canada, dated August 13, 2020, relative to the above-noted, for information.

Confirmed that no additional responses have been received relative to the above noted; follow up will be required.

Mr. E. Zakrewski, CEO-CEDC indicated that he will be meeting with members of Heddle Shipyards and will provide an update at a future meeting.

6.14 Appreciation for COVID-19 Pandemic Funding

Copy of letter to The Honourable Steve Clark, Minister of Municipal Affairs and Housing from Mayor Bill Mauro, dated August 18, 2020, relative to the above-noted, for information.

Copy of letter to The Honourable Caroline Mulroney, Minister of Transportation from Mayor Bill Mauro, dated August 18, 2020, relative to the above-noted, for information.

Copy of letter to The Honourable Doug Ford, Premier of Ontario from Mayor Bill Mauro, dated August 18, 2020, relative to the above-noted, for information.

Copy of letter to The Right Honourable Justin Trudeau, Prime Minister of Canada from Mayor Bill Mauro, dated August 18, 2020, relative to the above-noted, for information.
6.15 COVID 19 Response – Main Street Business Support

Copy of letter from Mr. Kevin Arjoon, City Clerk, City of Burlington, dated August 21, 2020, relative to the above-noted, for information.

7.0 NEW BUSINESS

7.1 Councillor Ch’ng asked for an update on the lobbying efforts related to Joint and Several Liability. Confirmed that this topic was discussed with Attorney General Doug Downey at AMO again this year. The response that has been received is that work associated with this file is continuing. Information will be shared as it is received by administration.

7.2 Mr. E. Zakrewski, CEO-CEDC shared an update on the Lakehead University Gichi Kendaaswiwin Centre. This is a $30M infrastructure project. Dr. M. McPherson, President has asked for some assistance from the City in lobbying for this project.

7.3 Inquiry regarding the Thunder Bay Jail; this was discussed at AMO with the Ministry of Infrastructure and the Ministry of the Solicitor General

7.4 The number of construction projects and discussion relative to ongoing need for economic stimulus in the area of construction was discussed. Data and information is not readily available at this time.

7.5 Discussion was held relative to the need to gather accurate data for businesses that are closing. It was noted that it is important that Northern Ontario not be viewed in the same lens as Southern Ontario and impacts need to be studied and accurately reflected in our region.

8.0 NEXT MEETING

The next regular Inter-Governmental Affairs Committee meeting is scheduled for Monday, November 9, 2020 at 12:00 p.m. to take place via Microsoft Teams.

9.0 ADJOURNMENT

The meeting adjourned at 12:54 p.m.
MEETING DATE 11/23/2020 (mm/dd/yyyy)

SUBJECT Official Recognition Committee Minutes

SUMMARY

Minutes of Meeting Nos. 01-2020 and 02-2020 of the Official Recognition Committee Citizens of Exceptional Achievement held on February 24 and March 9, 2020, for information.

ATTACHMENTS

1. Minutes - Official Recognition Committee - 01-2020 - February 24, 2020
2. Minutes - Official Recognition Committee - 02-2020 - March 9, 2020
DATE: February 24, 2020
TIME: 1:32 p.m.
PLACE: Martin Room, 3rd floor, City Hall
VICE-CHAIR: Ms. Kathy Gibson

PRESENT: Mr. John Garland
         Ms. Kathy Gibson
         Ms. Allison Hill
         Councillor Peng You
         Ms. Ollie Sawchuk

OFFICIALS: Ms. Dana Earle, Deputy City Clerk
           Ms. Katie Piché, Committee Coordinator

1.0 DISCLOSURES OF INTEREST

Ms. K. Gibson called the meeting to order at 1:32 p.m. Councillor Peng You disclosed an interest relative to the nomination received for the Peng You Tai Chi Association, as he owns the business.

2.0 AGENDA APPROVAL

MOVED BY: Ms. Allison Hill
SECONDED BY: Mr. John Garland

With respect to the February 24, 2020 Official Recognition Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3.0 ANNUAL AWARDS - CITIZENS OF EXCEPTIONAL ACHIEVEMENT AWARDS


A discussion was held relative to the evaluation of all nominations received and nominations were selected to proceed to the Citizens of Exceptional Achievement Awards event.

Nominations that did not meet the criteria for specific awards will receive correspondence from the Committee relative to the unsuccessful nomination. Only the nominator will be contacted if the nomination was not successful.
Confidential document titled “Citizens of Exceptional Achievement Nominations booklet and tracking sheet” was updated throughout the discussion and committee members were tasked with following up with a number of nominators to receive any further detail that is required to update nomination information.

Ms. K. Chiappetta was assigned to complete the biographies for the program.

It was consensus of the Committee that the winners list will be finalized at the next meeting, once the follow up tasks noted above have been completed.

4.0 NEXT MEETING

The next meeting is scheduled for Monday, March 9, 2020 at 1:30 p.m.

5.0 ADJOURNMENT

The meeting adjourned at 4:28 p.m.
DATE: March 9, 2020

TIME: 1:36 p.m.

PLACE: Martin Room, 3rd floor, City Hall

CHAIR: Ms. Loretta Turpin

PRESENT:
Ms. Kathy Gibson
Ms. Allison Hill
Councillor Peng You
Ms. Ollie Sawchuk
Ms. Loretta Turpin

1.0 DISCLOSURES OF INTEREST

Ms. Loretta Turpin, Chair called the meeting to order at 1:36 p.m.

Councillor Peng You disclosed an interest relative to the nomination received for the Peng You Tai Chi Association, as he owns the business.

2.0 AGENDA APPROVAL

MOVED BY: Ms. Kathy Gibson
SECONDED BY: Ms. Allison Hill

With respect to the March 9, 2020 Official Recognition Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3.0 ELECTION OF CHAIR AND VICE-CHAIR

Ms. D. Earle, Deputy City Clerk administered nominations for Chair.

MOVED BY: Ms. Ollie Sawchuk
SECONDED BY: Ms. Kathy Gibson

With respect to the Chair of the Official Recognition Committee, we recommend that Loretta Turpin be appointed Chair of the Committee for the remainder of the 2020 calendar year and until such time as a replacement has been appointed, as required annually.

CARRIED
A discussion was held relative to appointing a Vice-Chair. It was consensus of the Committee that a Vice-Chair will not be appointed for the remainder of the 2020 calendar year.

4.0 MONTHLY AWARDS

4.1 New Nominations

An article was shared regarding a local student who has received a scholarship. Ms. O. Sawchuk will follow up with the school regarding a nomination form.

A discussion was held relative to the Special Olympics, held in Thunder Bay in February 2020. It was consensus of the Committee that the Games Organizing Committee be considered for a monthly Official Recognition Award and that a list of local athletes who won medals be determined and reviewed at the next meeting.

5.0 ANNUAL AWARDS - CITIZENS OF EXCEPTIONAL ACHIEVEMENT AWARDS

Ms. D. Earle provided the Committee with an update relative to the follow up items from the February 24, 2020 meeting.

Councillor Peng You left the meeting room at 2:01 p.m.

Ms. D. Earle provided an overview relative to disclosure of interest and responded to questions.

Councillor Peng You re-entered the meeting room at 2:10 p.m.

It was the consensus of the Committee to proceed with the nominations approved and denied as per the tracking sheet and Ms. K. Chiappetta will send letters of notice to award recipients, and denial letters to nominators.

It was consensus of the Committee that “Volunteers Grow the Community - 50 Years and Counting” will be the theme of the 2020 Awards.

It was noted that Ms. K. Gibson will contact Roots to Harvest relative purchasing seeds for the banquet tables and will follow up at the next meeting.

A discussion was held relative to the menu, dessert selection, banquet room set up, centerpiece theme (potentially incorporating the 50th Anniversary of Thunder Bay) and Spirit of Thunder Bay award options.

6.0 50TH ANNIVERSARY – MONTHLY UPDATE

This item was deferred until the next meeting.
7.0 NEXT MEETING

No meeting dates were scheduled.

8.0 ADJOURNMENT

The meeting adjourned at 3:13 p.m.
MEETING DATE  11/23/2020 (mm/dd/yyyy)

SUBJECT  50th Anniversary Celebration Steering Committee Minutes

SUMMARY

Minutes of Meeting No. 03-2020 of the 50th Anniversary Celebration Steering Committee held on September 25, 2020, for information.

ATTACHMENTS

1 50th ACSC minutes  Sept 25 2020
MEETING:
50TH ANNIVERSARY CELEBRATION STEERING COMMITTEE

DATE: FRIDAY, SEPTEMBER 25, 2020
TIME: 10:01 A.M.
PLACE: VIA MS TEAMS
CHAIR: COUNCILLOR S. CH’NG

MEMBERS – ELECTRONIC PARTICIPATION:
Councillor S. Ch’ng, Chair
Ms. K. Lewis, Director – Corporate Strategic Services
Ms. L. Abthorpe, Heritage Researcher
Ms. B. Baker, Clean, Green & Beautiful Committee
Mr. S. Bradley, Director – Thunder Bay Museum
Mr. P. Burke, Sport & Community Development Supervisor
Mr. J. Hannam Ms. L. Hayes, Community Representative, Confederation College Board of Governors
Ms. D. Imrie, Executive Director – Northwestern Ontario Sports Hall of Fame

Councillor R. Johnson, Clean, Green & Beautiful Committee
Ms. S. Levanen, Supervisor – Corporate Communications
Ms. S. Reid, Digital And Travel Media Officer
Ms. O. Sawchuk, Official Recognition Committee
Ms. C. Wakefield, Corporate Records Manager & City Archivist (Acting)

ADMINISTRATIVE SUPPORT – ELECTRONIC PARTICIPATION:
Ms. L. Lavoie, Committee Coordinator

1.0 DISCLOSURES OF INTEREST

2.0 AGENDA APPROVAL

MOVED BY: Ms. L. Hayes
SECONDED BY: Ms. D. Imrie

With respect to the September 25, 2020 50th Anniversary Celebration Steering Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3.0 CONFIRMATION OF PREVIOUS MINUTES

The Minutes of the 50th Anniversary Celebration Steering Committee Meeting No. 02-2020 held on August 28, 2020 to be confirmed.
MOVED BY: Ms. D. Imrie
SECONDED BY: Ms. L. Hayes

THAT the Minutes of Meeting No. 02-2020 on August 28, 2020 be confirmed.

CARRIED

Notes from Information Session held on August 28, 2020, for information.

4.0 50TH ANNIVERSARY EVENTS

4.1 Culminating Event

Mr. P. Burke, Sport & Community Development Supervisor provided an update relative to a 50th Anniversary culminating event. Virtual Live events held throughout the summer were viewed by approximately 1000 people, including people from across North America and some international viewers. Feedback received showed that there was some displeasure with virtual events. For this reason, and because there is no suitable opportunity for an in-person event, Administration recommends that there be no culminating 50th Anniversary event.

In lieu of an event, the committee discussed production of a culminating video montage. Ideas discussed included:

- Involve residents to share thoughtful stories of the past 50 years
- Combine video footage with still shots
- Shaw Spotlight and Tbaytel can run the video on their community channels
- Superior Stories, which were aired on radio, can provide material

It was noted that the major cost for a culminating video would be a videographer. Interviews will take time, so they must start soon.

Mr. S. Bradley, Director – Thunder Bay Museum informed the committee that a public lecture by Mr. Peter Raffo, who spoke about Mayor Saul Laskin and amalgamation, will be turned into a documentary by ShebaFilms. Mr. S. Bradley offered to make portions of the documentary available for the culminating video.

MOVED BY: Mr. J. Hannam
SECONDED BY: Ms. L. Abthorpe

With respect to a 50th Anniversary culminating event, that we put our resources into creating a culminating video, which will include portions of the documentary being produced by the Thunder Bay Historical Museum.

CARRIED
Administration is also planning to recap the 50th anniversary year in an issue of Mytbay.

There was discussion relative to the new time capsule and where it should be placed. It was noted that the time capsule should be in a controlled preservation environment. Time capsule planning is in the early stages. Advertising will begin soon and it will ask for suggestions from the public. A media event will be planned to launch the new time capsule.

4.2 Official Recognition Ceremony

Ms. O. Sawchuk, Chair – Official Recognition Committee provided an update relative to the Citizens of Exceptional Achievement 50th Anniversary Volunteer Service Awards. The Official Recognition Committee will be launching nominations next week with a media release. A nomination form will be available on the City website. Nominations will be open from September 28 to October 23, 2020. The Committee plans to select 10 recipients. Winners will be recognized during Committee of the Whole meetings in the month of December. Thirty to Sixty second video vignettes will be recorded and played when they are recognized. Recipients will be given an art piece made by a local artist.

4.3 Doors Open

Ms. L. Abthorpe, Heritage Researcher, provided a PowerPoint presentation relative to Digital Doors Open Thunder Bay 2020. Digital Doors Open launched on September 1, 2020 with a pre-recorded video featuring Mr. A. Cotter, Chair – Heritage Advisory Committee and Ms. L. Abthorpe. Links to the event are on the main page of the City of Thunder Bay website, the tourism website and the Culture Days website. The most-viewed video was the Saint Joseph’s Indian Residential School Memorial. The video vignettes are all available on the City of Thunder Bay YouTube channel and Facebook.

Ms. L. Abthorpe shared statistics from Doors Open Ontario, which showed that Doors Open Thunder Bay was #5 out of 40 for page views on the Doors Open Ontario website. The most viewed video was the Courthouse Hotel. Doors Open Ontario is working on production of an additional video for Sleeping Giant Provincial Park, which will be included in Digital Doors Open Thunder Bay 2020.

The event will run until November 30, 2020.

5.0 MOBILE APP

Ms. S. Reid, Digital and Travel Media Officer provided an update relative to the City’s mobile walking tour app. She and Ms. L. Abthorpe, Heritage Researcher have tested the app. Following a few fixes, the app should be ready for members of the committee to test soon. That version should be the one ready for public release.
6.0 LEGACY PROJECT

The Chair provided an update relative to the legacy project, a Thunder Bay word sign. Ms. K. Lewis, Director – Corporate Strategic Services and Ms. S. Reid, Digital and Travel Media Officer provided a PowerPoint presentation at the September 14, 2020 Committee of the Whole (COW) meeting and a resolution was passed approving funding of $100,000 from Municipal Accommodation Tax. The Clean, Green and Beautiful Committee has donated $25,000 and Parks has donated granite.

There was support from Council, but some Members of Council had concerns about timing and many had questions about design. The resolution will be up for ratification at the September 28, 2020 COW meeting. If it ratifies, the next step is to submit an application for Tourism Investment Committee (TIC) funding. If ratified, the sign could be installed during the next construction season. The waterfront location will be determined in consultation with Parks.

There was discussion relative design consultation with the Public Art Committee and Clean, Green and Beautiful Committee.

There was discussion relative to whether the sign should read ‘Thunder Bay’ or ‘TBAY’.

MOVED BY: Mr. J. Hannam
SECONDED BY: Ms. S. Reid

With respect to the permanent word sign, that the sign will spell out the full name ‘Thunder Bay’;

AND THAT and the Public Art Committee and Clean, Green and Beautiful Committee will be consulted relative to the sign’s design.

CARRIED

7.0 OTHER ANNIVERSARIES, COMMUNITY EVENTS AND UPDATES

Committee members were invited to provide any other updates relative to engagement of community organizations and local businesses to create events or adapt existing events to recognize the 50th Anniversary theme.

Ms. L. Abthorpe, Heritage Researcher informed the committee that the City of Thunder Bay Women’s History Month exhibit would be launched online in mid-October with a pre-recorded video. This year’s event will have 50th anniversary flare and will include women from recent history.
8.0 NEW BUSINESS

9.0 NEXT MEETING DATE

The next meeting date is October 23, 2020 at 10 a.m. via MS Teams.

10.0 ADJOURNMENT

The meeting was adjourned at 11:02 a.m.
**RECOMMENDATION**

With respect to Report No. R 136/2020 (Corporate Services & Long Term Care - Revenue), we recommend that the uncollectible accounts, which remain unpaid on the 2020 receivable files, be written off as follows:

- General Accounts (including interest) $21,545.47
- Municipal Child Care $316.85

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

**EXECUTIVE SUMMARY**

The purpose of this Report is to seek approval to write off uncollectible accounts that remain unpaid on the 2020 General Accounts Receivable files, including General Accounts Receivable of $21,545.47 and Municipal Child Care Receivables of $316.85.

**DISCUSSION**

### General Accounts

Attachment A is a listing of general accounts receivable totaling $21,545.47, which are uncollectible for the reasons indicated. This includes $18,812.31 for services provided and $2,733.16 in interest charges. All accounts in the listing have been referred to the Collection Agency or City Solicitor for collection when standard collection procedures have failed. In many cases, the costs of processing collection through the Small Claims Courts or through the legal process exceed the value of the account.

### Municipal Child Care

Uncollectible Municipal Child Care accounts total $316.85.
All of these accounts have been submitted to the Collection Agency and are deemed uncollectible, although they will remain noted in the files should any of the individuals apply for childcare in the future.

**FINANCIAL IMPLICATION**

Amounts recommended to be written off have been provided for in the 2020 Operating Budget.

**CONCLUSION**

It is concluded that all collection procedures have been exhausted on these accounts. Although funds might be recovered in the future, the accounts are deemed uncollectible and should be written off.

**BACKGROUND**

Uncollectible accounts remain unpaid on the 2020 receivable files and should be written off since all avenues of collection have been exhausted.

The following is a comparison with accounts written off last year:

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Accounts (including interest)</td>
<td>$21,545.47</td>
<td>$18,584.53</td>
</tr>
<tr>
<td>Municipal Child Care</td>
<td>$ 316.85</td>
<td>$ 239.06</td>
</tr>
<tr>
<td>Total</td>
<td>$21,862.32</td>
<td>$18,823.59</td>
</tr>
</tbody>
</table>

**REFERENCE MATERIAL ATTACHED:**

Attachment A – Uncollectible General Accounts Receivable

**PREPARED BY: CHANTAL HARRIS, MANAGER BILLING & COLLECTION SERVICES**

<table>
<thead>
<tr>
<th>THIS REPORT SIGNED AND VERIFIED BY:</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Linda Evans, GM Corporate Services &amp; Long Term Care, City Treasurer</td>
<td>November 10, 2020</td>
</tr>
</tbody>
</table>
## UNCOLLECTIBLE GENERAL ACCOUNTS RECEIVABLE RECOMMENDED TO CITY COUNCIL TO BE WRITTEN OFF FOR THE YEAR 2020

<table>
<thead>
<tr>
<th>CUSTOMER NUMBER</th>
<th>DEPARTMENT</th>
<th>DATE</th>
<th>INVOICES</th>
<th>INTEREST TO OCTOBER 31, 2020</th>
<th>TOTAL WRITE-OFF</th>
<th>REASON FOR WRITE-OFF</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>16267</td>
<td>Development &amp; Emergency Services</td>
<td>October 30, 2009</td>
<td>$10,065.03</td>
<td>$126.40</td>
<td>$10,191.43</td>
<td>Methods Exhausted</td>
<td>Lease Payments</td>
</tr>
<tr>
<td>95968</td>
<td>Infrastructure &amp; Operations</td>
<td>October 26, 2018</td>
<td>$4,928.19</td>
<td>$1,623.25</td>
<td>$6,551.44</td>
<td>Methods Exhausted</td>
<td>Accident</td>
</tr>
<tr>
<td>18155</td>
<td>Community Services</td>
<td>July 31, 2018</td>
<td>$894.13</td>
<td>$336.99</td>
<td>$1,231.12</td>
<td>Methods Exhausted</td>
<td>Facility Rental</td>
</tr>
<tr>
<td>96015</td>
<td>Development &amp; Emergency Services</td>
<td>March 19, 2019</td>
<td>$360.00</td>
<td>$151.71</td>
<td>$805.51</td>
<td>Methods Exhausted</td>
<td>Impound Fees</td>
</tr>
<tr>
<td></td>
<td></td>
<td>June 27, 2019</td>
<td>$293.80</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18263</td>
<td>Development &amp; Emergency Services</td>
<td>May 29, 2019</td>
<td>$542.87</td>
<td>$118.84</td>
<td>$661.71</td>
<td>Methods Exhausted</td>
<td>Impound Fees</td>
</tr>
<tr>
<td>96040</td>
<td>Development &amp; Emergency Services</td>
<td>July 24, 2020</td>
<td>$452.00</td>
<td>$86.63</td>
<td>$538.63</td>
<td>Methods Exhausted</td>
<td>Impound Fees</td>
</tr>
<tr>
<td>18264</td>
<td>Development &amp; Emergency Services</td>
<td>May 29, 2019</td>
<td>$429.40</td>
<td>$93.98</td>
<td>$523.38</td>
<td>Methods Exhausted</td>
<td>Impound Fees</td>
</tr>
<tr>
<td>18236</td>
<td>Community Services</td>
<td>January 31, 2019</td>
<td>$306.24</td>
<td>$85.25</td>
<td>$391.49</td>
<td>Methods Exhausted</td>
<td>Complex Fees</td>
</tr>
<tr>
<td>96041</td>
<td>Development &amp; Emergency Services</td>
<td>July 24, 2019</td>
<td>$180.80</td>
<td>$34.64</td>
<td>$215.44</td>
<td>Methods Exhausted</td>
<td>Impound Fees</td>
</tr>
<tr>
<td><strong>TOTAL OVER $200</strong></td>
<td></td>
<td></td>
<td><strong>$18,452.46</strong></td>
<td><strong>$2,657.69</strong></td>
<td><strong>$21,110.15</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL UNDER $200</strong></td>
<td></td>
<td></td>
<td><strong>$359.85</strong></td>
<td><strong>$75.47</strong></td>
<td><strong>$435.32</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td></td>
<td></td>
<td><strong>$18,812.31</strong></td>
<td><strong>$2,733.16</strong></td>
<td><strong>$21,545.47</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
RECOMMENDATION

With respect to Report No. R 137/2020 (City Manager’s Office - Corporate Strategic Services), we recommend that Council approve for adoption the “2021-2027 City of Thunder Bay Indigenous Relations and Inclusion Strategy” (“the IRI Strategy”);

AND THAT the City of Thunder Bay Annual Report under the Thunder Bay Anti-Racism and Inclusion Accord (“the Accord”) as outlined in this Report be received for information;

AND THAT the “2021-2027 City of Thunder Bay Indigenous Relations and Inclusion Strategy” and the Accord Annual Report be published on the City’s website and in public communication materials;

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

EXECUTIVE SUMMARY

On June 19, 2018, the City Manager, with Fort William First Nation and Matawa First Nations Management, signed the Anti-Racism and Inclusion Accord with eight of the city’s largest public employers, forming “the Coalition”. Since the City’s June 2019 report to Council, thirteen additional employers have either signed onto the Accord or are in progress of signing.

The Accord commits signatory employer to report on their respective goals annually, beginning in June 2019. This is the second public report for the City of Thunder Bay.

The Indigenous Relations and Inclusion Strategy implements one of the City’s three long-term goals under the Accord: “Conduct a strategic review of the Corporation’s Aboriginal Liaison Office to further relations with the Indigenous community.” The review involved analyzing all activities and input from key Indigenous partners, followed by aligning relevant aspects with Accord implementation actions to form the overall Strategy. The IRI Strategy effectively aligns efforts by merging the former Aboriginal Liaison Office with the new Indigenous Relations and Inclusion Section.
The IRI Strategy also implements key aspects of the City’s “2019-2022 Corporate Strategic Plan”, specifically, Pillar 1 - Lead. The Manager- Indigenous Relations and Inclusion (IRI) is responsible for Priority Actions 1 and 2 under this Pillar. The IRI Strategy will guide work of the Corporation for the next seven years and beyond, with support from the Indigenous Relations and Inclusion Section.

**DISCUSSION**

**I. Year-Two Progress Report on the Anti-Racism and Inclusion Accord**

On June 19, 2018, the City Manager signed the City of Thunder Bay Anti-Racism and Inclusion Accord with ten other local employers that include Fort William First Nation, Matawa First Nations Management, and the city’s largest public sector employers.

By signing onto the Accord, each signatory commits to address racism by setting short- and long-term goals to meet the calls to action or recommendations in the Truth and Reconciliation Commission (TRC), Missing and Murdered Indigenous Women and Girls Inquiry (MMIWG), and Seven First Nations Youth Inquest (Inquest). Signatories also commit to an ongoing process of developing and maintaining respectful relations with Indigenous partners and individuals.

The following is a list of the City’s committed actions to implement the Accord:

**Short-Term Goals**
1. Continue to implement the Jury’s recommendations from the Inquest.
2. Conduct systemic review for the Corporation and assess findings and recommendations.

**Long-Term Goals**
3. Develop a city-wide Anti-Racism Resource Guide for local employers to educate employees and implement the Accord for their respective organization.
4. Conduct a strategic review of the Corporation’s Indigenous Liaison Office to further relations with the Indigenous community.
5. Review the implications to the Corporation arising from the MMIWG Inquiry and make recommendations to City Council for implementation.

**Progress to Date**
1. A separate progress report on the City’s implementation of the Inquest recommendations was presented on August 10, 2020 (see R.93/2020). The Manager- IRI will coordinate the City’s implementation of recommendations moving forward and will analyze which of those are to be integrated with the City’s ongoing operations.
2. The Manager- IRI is preparing a Request for Proposals Project Charter for the systemic review for approval and posting for procurement. Posting is targeted for Q1 2021. The COVID-19 pandemic redirected efforts, postponing this undertaking as a result.
3. The Manager- IRI and technicians from Accord members instrumental to its establishment held planning discussions in 2019 to early 2020. A Resource Guide outline is in progress, with meetings to reconvene in 2021.
4. The Indigenous Liaison Office and strategy underwent a comprehensive internal review. The result of this is articulated in the overall IRI Strategy. To further advance relations with the Indigenous community, Tanis Thompson was appointed to the Indigenous Liaison position in July 2020. Ms. Thompson is building upon foundations laid in the former Indigenous Liaison Office and expanding education and collaborative activities.

5. The IRI Section created an inventory of all relevant TRC, MMIWG, and Inquest recommendations for City implementation. An internal Accord Implementation Working Group was established in November 2019, comprising two staff from each Division. Members advise on and coordinate efforts from their respective Divisions, and is facilitated by the IRI Section. Meetings and analysis continue to occur.

6. The renewed Indigenous Cultural Awareness Training module was finalized in July 2020. The first session was delivered to the Executive Management Team on September 9, 2020. A training implementation plan has been developed by Human Resources with IRI support, which provides for scheduling of training of all staff over the course of three years.

7. Included in the IRI Strategy, the Walk-a-Mile training will undergo a comprehensive review. The review will include a quantitative study of completed evaluation forms to date, inventory of training completed, and recommendations on the approach for its offering moving forward.

II. Indigenous Relations and Inclusion Strategy

Strategy Development and Engagement

The Strategy reaffirms the City’s Indigenous relations efforts and articulates how it will further implement the Accord. It guides collective work by supporting City divisions so actions are cohesive and contribute to long-term, sustainable outcomes and relations in the city of Thunder Bay for the next seven years and beyond.

A session open to the public and Indigenous community members was held on August 13, 2019 on how Indigenous relations work should be carried out and how the Anti-Racism and Inclusion Accord might be best realized. Following this session, the IRI diligently researched and developed a visioning framework of the Strategy, which was then guided by the City of Thunder Bay Anishinaabe Elders Council throughout the Strategy development process.

The draft Strategy document was presented to City Executive and Divisional management, individual members of City Council, the Thunder Bay Urban Aboriginal Advisory Committee, Metis Nation Local Council, and Red Sky Metis Independent Nation, and shared with Fort William First Nation and Nishnawbe Aski Nation for comment. The attached Strategy is a result of integrated input from these individuals and organizations.

Comprehensive engagement on the Strategy’s implementation will commence in January 2021 to April 2021, which will invite input on action items from members of the public, with targeted outreach with Indigenous community members.
**Approach to Strategic Planning**

The Strategy builds on the success of previous Aboriginal Liaison Strategies (2010-2014; 2017-2020) and implements key aspects of the City’s 2019-2022 Strategic Plan, One City Growing Together, specifically, Pillar 1, which reads as follows:

Lead: Provide civic leadership to advance mutual respect, equal opportunity and hope.

1. Seek advice and work collaboratively with Indigenous partners to deepen relationships and further reconciliation.
2. Fulfill our commitments to Indigenous and racialized persons under the Thunder Bay Anti-Racism and Inclusion Accord.

**Strategic Goals and Commitments**

Applying Indigenous approaches is a priority for the IRI Section and the Elders Council. The Seven Grandfather Teachings guides the City’s approach, while a Medicine Wheel Framework organizes Strategy goals. The Strategy presents goals under four pillars: Respectful Relations; Responsive City; Education & Inclusion; and, Indigenous-Community Prosperity.

Under each pillar are corresponding policy commitments and specific actions to guide progress toward achieving long-term outcomes.

The Strategic Pillars and Actions outlined in the Strategy (Attachment A) provide further details on activities and phases of implementation.

**Communication of the Strategy and Annual Report**

The IRI Strategy and Accord Annual Report will be published on the City’s Indigenous Relations and Inclusion webpage, with hard copies of the IRI Strategy to be available for review in person at various locations in the city.

**Implementation**

The Manager- IRI and Indigenous Liaison will oversee engagement on the implementation plan of the IRI Strategy beginning in January 2021, as well as its overall progress throughout the seven-year cycle. The IRI Section will report back to Council on progress against the Implementation Plan on an annual basis starting in June 2021.

**FINANCIAL IMPLICATION**

There are no immediate financial implications associated with the 2021-2027 Indigenous Relations and Inclusion Strategy. Implementation in 2021 will be undertaken within the approved IRI Section budget. Future financial implications will be forecasted through the
administrative review process and brought forward to Council for approval as required through the annual budget process.

**CONCLUSION**

It is concluded that City Council should approve for adoption the “2021-2027 City of Thunder Bay Indigenous Relations and Inclusion Strategy” as presented. It is further concluded that City Council should receive this City of Thunder Bay Annual Report under the Thunder Bay Anti-Racism and Inclusion Accord for information.

**BACKGROUND**

Three previous Aboriginal Liaison Strategy plans have guided the actions and decisions of Council and Administration: The 2010-2014 Aboriginal Liaison Strategy, and the 2017-2020 renewed Aboriginal Liaison Strategy.

The annual report on implementation of the Accord and work in principle were approved by Council at the Committee of the Whole on June 24, 2019 with Corporate Report No. R 95/2019 (City Manager’s Office – Corporate Strategic Services).

The Manager- Indigenous Relations and Inclusion position and work of the Aboriginal Liaison Office were approved by Council at the Committee of the Whole on May 28, 2018 with Corporate Report No. R 67/2018 (City Manager’s Office).

**REFERENCE MATERIAL ATTACHED:**

Attachment A – Indigenous Relations & Inclusion Strategy Memorandum – R. Mandamin - Request for Presentation

**PREPARED BY:** Regina Mandamin, Manager – Indigenous Relations & Inclusion

<table>
<thead>
<tr>
<th>THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Norm Gale, City Manager</td>
<td>November 16, 2020</td>
</tr>
</tbody>
</table>
INDIGENOUS RELATIONS
AND INCLUSION STRATEGY:

2021-2027
Executive Summary

Since amalgamation in 1970, the City of Thunder Bay has undergone many changes – from industry, to demographics, and to expansion of services. The political landscape has also evolved, calling upon governments to reconcile relations with Indigenous Peoples. In response, the City of Thunder Bay has dedicated focused efforts to embark on the journey to improve relations and outcomes with Indigenous communities.

Today, Indigenous Peoples in Canada are among the fastest growing and youngest population, with growing numbers pursuing their education. According to the 2016 Census, the city of Thunder Bay has the highest proportion of Indigenous population of any major Canadian municipality (12.7 percent). These demographics reveal a timely opportunity for local growth, but it will largely depend on how the community responds to advancing Indigenous Peoples’ inclusion to capitalize on these opportunities.

As a community, we are faced with an important opportunity to dedicate efforts in collaborating and working more effectively with Indigenous partners. The future depends on the City’s investment to help to make our city more inclusive and welcoming for all peoples, in particular, for Indigenous Peoples.

Moreover, race should never limit anyone’s participation in social, economic and political opportunities. In this spirit, that is why the Corporation of the City of Thunder Bay (“the City”) in collaboration with local Indigenous and community partners, drafted and signed onto the City of Thunder Bay Anti-Racism and Inclusion Accord (“the Accord”) in 2018. The Accord commits signatories to address racism, and advance inclusion in the city. The City is eager to implement the Accord, of which the foundational groundwork is laid out in this 7-Year Strategy.

The Strategy renews the City’s Indigenous relations efforts and implements the Accord. It guides collective work by supporting City divisions so actions are cohesive and contribute to long-term, sustainable outcomes and relations in the city of Thunder Bay.

The Strategy led by City Council and supported by both the Indigenous Relations and Inclusion Section and administration, will serve as a roadmap to operationalize this vision, using a whole-of-government approach. The work will involve participation across divisions, with advisory and liaison support from the Indigenous Relations and Inclusion Section. Process and protocol guidance will also be given by the City’s Anishinaabe Elders Council (“Elders Council”). In the spirit of “Maamawe- All Together”, the City will demonstrate what can be achieved when working as a team and as leaders in the community.

This Strategy document is the result of reviewing the Aboriginal Liaison Strategy and the Accord with input from the Elders Council, Divisional staff, the Urban Aboriginal Advisory Committee, and participants at the 2019 Open House on Implementation of the Accord. Key aspects of the Thunder Bay Urban Aboriginal Strategy Community Plan (2016-21) were also considered and integrated within this Strategy.

We are embarking on a journey of reconciliation with Indigenous communities. This a responsibility that the City is committed to as demonstrated in this Strategy, while acknowledging its importance to realizing community prosperity. It is our hope that through collective efforts, we will help build a healthy and culturally thriving community-one that is inclusive for all to enjoy well into the future.
Message from the Mayor

On behalf of the City of Thunder Bay and City Council, it is an honour to endorse the City’s commitment to further investing in the advancement of our evolving relationship with Indigenous Peoples in Thunder Bay.

The vision Maamawe (All together), as articulated in the Strategy, aligns with the City of Thunder Bay 2019-2022 Strategic Plan’s theme: One City, Growing Together.

This blending of visions is one way the City has been working diligently to fulfill its commitment to improving relations with Indigenous peoples and newcomers living in or visiting Thunder Bay.

With the release of the 2015 Truth and Reconciliation Commission’s Calls to Action, the 2016 Seven Youth Coroner’s Inquest Recommendations, and more recently, the National Inquiry into Missing and Murdered Indigenous Women and Girls’ Calls for Justice in 2019, we acknowledge the need to fulfill these commitments with more focused attention. To renew our commitment, in 2018, we signed onto the Anti-Racism and Inclusion Accord, and created a senior leadership position to provide overall advice and support to the Corporation as we collectively work towards improving experiences and outcomes for Indigenous Peoples in the city of Thunder Bay in our capacity.

I am pleased to announce the City’s renewed 2021-2027 Strategy. The Strategy lays out concrete actions, including updated activities and renewed approaches to better reflect the current landscape, while supporting the City in working more effectively with Indigenous partners and community leaders well into the future.

It is my distinct honour and privilege to introduce the Indigenous Relations and Inclusion Strategy for 2021-2027. It is also my hope that through working together, we can all help build a city that is culturally vibrant, safe, and inclusive for generations to come.

Sincerest wishes,

Mayor Bill Mauro
Current Context

The City has made notable strides in building relations with Indigenous partners and providing more responsive City services (see Appendix: Historical Timeline of City’s Role in Fostering Reconciliation). While foundational work has been carried out, more work remains in affecting sustainable, positive change. Below illustrates our Critical Path to see this vision through:

Through the former Aboriginal Liaison Office (established 2008), many advances were made in establishing and fostering relations with Indigenous partners and service providers in Thunder Bay. The Indigenous Liaison role has also laid the foundation for honouring Indigenous spaces and contributions to be recognized for years to come, most notably, the Residential School Memorial, installed in 2019.

When the role of the Aboriginal Liaison was created, the need for an Elders Advisory Council was quickly identified. The now referred to Anishinaabe Elders Advisory Council is a fundamental guide for connecting with Indigenous communities while providing overall advice to the City on matters of protocol, and traditional practices. The title of Anishinaabe Elders Council was passed in its Terms of Reference in 2019 to reflect the traditional territory where Thunder Bay is situated upon and the Original peoples of this area pre-contact.

Key recent events have influenced how the City has evolved its approach in advancing Indigenous relations and anti-racism. Racism has been a matter of grave local concern, as, cited by media outlets and recommendation reports. Recently, the 2016 Coroner’s Inquest Report into the Seven Youth (Inquest) who lost their lives in Thunder Bay was considered a catalyst to using more coordinated approaches in response to local needs. Since then, systemic change has taken place in the City’s operations, as it continues to implement the Inquest recommendations and collaborate with local partners on efforts.

The City also affirmed its support of advancements made through the Indigenous Liaison Office, and built on those foundations by creating the Indigenous Relations and Inclusion Manager role and Section. The Section will offer overall strategic guidance and support to the Corporation, coordinate the Elders Council, and in collaboration with staff and Indigenous partners, develop policy foundations to entrench this important work, while continuing to advance reconciliation and improved community relations for future generations.

Alignment with City of Thunder Bay’s Strategic Plan:

This Strategy aligns with the City’s overarching 2019-2022 Strategic Plan, One City Growing Together. Pillar 1 of its Strategic Plan reads as follows:

Lead: Provide civic leadership to advance mutual respect, equal opportunity and hope.

1. Seek advice and work collaboratively with Indigenous partners to deepen relationships and further reconciliation.
2. Fulfill our commitments to Indigenous and racialized persons under the Thunder Bay Anti-Racism and Inclusion Accord.

Implementation of the Indigenous Relations and Inclusion Strategy involves working with Indigenous partners and engaging community members to inform the City’s actions under each Pillar.
One of the City’s priorities will be strengthening staff capacity through training to better equip teams to work more effectively with Indigenous Peoples. The Strategy incorporates the Anti-Racism and Inclusion Accord’s objectives in its activities throughout, as the commitments guide each Strategy pillar. The City will be analyzing all Investigations cited in the Accord for implementation across divisions.

A Move to Proactive Measures Leading to Sustainable Outcomes:

Feelings of exclusion & experienced racism
Poverty & loss of hope in opportunities
Culture shock & barriers to access
Community division on issues & lack of trust among citizens

Daily interactions of felt inclusion & dignity
Inclusive spaces & opportunity for prosperity
Accommodation & equitable access
Community consciousness raised & unity on issues, instilling pride as citizens

The Work Plan

Vision: Guided by the City of Thunder Bay Anishinaabe Elders Council and local Indigenous community, the Indigenous Relations and Inclusion Section supports the City’s enhancement of its relationship with Indigenous partners and communities, while advancing Indigenous Peoples’ inclusion in the City’s opportunities and growth.

Values and Guiding Principles:
The Seven Grandfather Teachings are sacred, Indigenous governing principles of the Anishinabek, the Original Peoples of this region. These Teachings will guide the Section’s work and conduct in serving the local Indigenous community in a meaningful way in the spirit of Mino-Bimaazdiwin (Good Life):

1. **Respect – Mnaadendimowin:** to welcome and value contributions of all in advancing Indigenous relations and inclusion.
2. **Honesty – Gwekwaadziwin:** to follow through on commitments while being accountable to Indigenous communities in decision-making and reporting.
3. **Humility – Dbaadendiziwin:** to collaborate and build effective working relations with Indigenous partners and local organizations in advancing mutual goals.
4. **Love – Zaagidwin:** to serve the public and approach priorities with integrity and compassion.
5. **Bravery – Aakwa’ode’ewin:** to advocate to governments and community members to better address priorities of Indigenous peoples in the city of Thunder Bay.
6. **Truth – Debwewin:** to heighten public awareness and dialogue through sharing stories and knowledge, while affirming Indigenous peoples’ rightful place.
7. **Wisdom – Nbwaakaawin:** to strengthen our knowledge base by seeking out learning and networking opportunities that support our work.
Strategic Approach:
The areas of focus will be addressed through four strategic goals to inform the City’s work. Commitments and actions are informed by policy recommendations of commissioned reports relevant to a municipal setting and cited in the Anti-Racism and Inclusion Accord, which includes:

- United Nations Declaration on the Rights of Indigenous Peoples;
- Truth and Reconciliation Commission of Canada;
- Office of the Chief Coroner Inquest on the Seven First Nations Youth;
- National Inquiry into Murdered & Missing Women & Girls; and
- Relationship agreements the City of Thunder Bay has with Indigenous partners.

By embracing our guiding principles, engagement with the Indigenous community will be critical to the Strategy’s success. The Strategy will be reviewed annually to assess progress and prioritize actions for the next working year with resources identified.

Strategic Goals and their Objectives:

1. **Respectful Relations**: Foster collaborative and respectful relations with Indigenous community, partners and nations.

2. **Responsive City**: Support City capacity to further inclusion by offering informed advice and support.

3. **Education & Inclusion**: Enrich public dialogue and knowledge on Indigenous topics with Indigenous partners in Thunder Bay.

4. **Indigenous-Community Prosperity**: Promote well-being of Indigenous peoples in Thunder Bay through promotion of welcoming spaces and improving access to services.

Strategic Goals and their Anticipated Outcomes:
Pillar 1: Respectful Relations

Strategy Commitments:

United Nations Declaration on the Rights of Indigenous Peoples, Article 18: Indigenous Peoples have the right to participate in decision-making in matters which would affect their rights, through representatives chosen by themselves in accordance with their own procedures, as well as to maintain and develop their own indigenous decision-making institutions.

Truth and Reconciliation of Canada, Call to Action 57, Seven Youth Coroner’s Inquest, Recommendation 139: ...Provide education to public servants on the history of Aboriginal Peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law, and Aboriginal–Crown relations.

Declaration of Commitment: Strengthening the Relationship between Fort William First Nation and the City of Thunder Bay: Collaborate on outstanding issues to our mutual benefit.
Commitment 1: Implement relationship agreements with Indigenous partners

1.1 Analyze and develop a work plan to operationalize City-signed relationship agreements and publicly-declared commitments.

1.2 Dialogue and report annually on progress on implementing agreements with partners.

Commitment 2: Honour & foster relations with Fort William First Nation, Metis, and local Indigenous Partners

2.1 Present motion for Council to annually confirm Declaration of Commitment to Urban Aboriginal Peoples.

2.2 Facilitate effective working relations between the City and Indigenous partners.
   (a) Liaise with Fort William First Nation, Red Sky Metis Independent Nation, Metis Nation, and Indigenous partner staff to strengthen working relations.
   (b) Appoint Council member to attend Elders Council meetings.

Commitment 3: Guide & support City leadership and staff in advancing Indigenous Relations

3.1 Provide professional learning opportunities and supports to empower leadership and administration to build effective working relations with Indigenous partners.
   (a) Renew and deliver Indigenous Cultural Awareness and other relevant learning opportunities to City Council and staff.
   (b) Evaluate Walk-a-Mile training to respond to evolving needs with Indigenous community input.

3.2 Confirm appropriate engagement approaches with Indigenous partners.
   (a) Draft a guidance document and deliver staff training on engagement with Indigenous partners and communities.
Pillar 2: Responsive City

**Strategy Commitments:**

**United Nations Declaration on the Rights of Indigenous Peoples, Article 15.2:** States shall take effective measures, in consultation and cooperation with the Indigenous Peoples concerned, to combat prejudice and eliminate discrimination and to promote tolerance, understanding and good relations among Indigenous Peoples and all other segments of society.

**United Nations Declaration on the Rights of Indigenous Peoples, Article 8.2:** States shall provide effective mechanisms for prevention of, and redress for: (a) Any action which has the aim or effect of depriving them of their integrity as distinct Peoples, or of their cultural values or ethnic identities.

**Seven Youth Coroner’s Inquest, Recommendation 145:** Revise current policies to reflect new tasks and procedures where Recommendations are accepted.
Commitment 4: Implement Anti-Racism & Inclusion Accord

4.1 Conduct a systemic review of corporate policies and procedures and other articles to address racism and barriers through a third-party process.
   (a) Conduct audit to identify priority areas of action and redress.

4.2 Facilitate Accord Implementation Working Group to create inventory of City efforts to date, and develop a long- and short-term anti-racism action plan.
   (a) Analyze Accord commitments for City implementation.
   (b) Explore enhanced Anti-Racism resources for staff with partners.

4.3 Facilitate Resource Guide Working Group to support Accord signatory organizations’ members’ (Coalition) implementation.

4.4 Support Coalition efforts and Accord awareness through communications methods.

Commitment 5: Inclusive research & policy development

5.1 Where required, develop practices and procedures that enhance inclusion and training (i.e., Smudging Protocol, Land Acknowledgments, etc.).

5.2 Conduct up-to-date research and analysis on Indigenous issues to support the City’s objectives and provide effective advice to the Corporation.

Commitment 6: Promote workplace diversity & inclusive employee supports

6.1 Revive and coordinate City Indigenous Employees’ Network to identify priorities and engage staff for further retention.

6.2 Collaborate with Well at Work, Health & Wellness Coordinator to develop culturally responsive staff supports (e.g., Elder support hours, promote available cultural programming).

6.3 Collaborate with Human Resources to enhance Indigenous recruitment and retention.
   (a) Create responsive recruitment activities in partnership with Indigenous employment agencies.
   (b) Advise on employment equity studies and implementation of workforce diversity.
Pillar 3: Education & Inclusion

Strategy Commitments:

Seven Youth Coroner’s Inquest, Recommendation 110: ...Incorporate better reflection of Indigenous presence in the territory for millennia.

Fort William First Nation-City of Thunder Bay-Nishnawbe Aski Nation Statement of Commitment to First Nation Youth and Families: Develop anti-racism campaign to raise awareness and eliminate racism against Indigenous people in Thunder Bay by challenging racist, hateful, ignorant discourse directed toward Indigenous people; address systemic racism in organizations and institutions in our community.

Declaration of Commitment- Strengthening Relationships between the City of Thunder Bay and Urban Aboriginal People: Partner with Aboriginal Peoples in creating an inclusive community that values and respects the diversity that exists in the City of Thunder Bay.
Commitment 7: Collaborate with partners on public awareness activities to promote Indigenous inclusion and address racism in the community.

7.1 Continue supporting Indigenous-led community gatherings that support Indigenous inclusion.

7.2 Continue to honour commemorative days (e.g., Louis Riel Day; Indigenous Peoples’ Month; Orange Shirt Day; Treaties Recognition Week).

7.3 Support speaking engagements and awareness campaigns when requested.

Commitment 8: Honour & celebrate Indigenous space & place

8.1 Collaborate with staff on City-led initiatives that promote Indigenous inclusion (e.g., Women’s History Month, local awards, Committees, etc.).

8.2 Honour Indigenous history and culture in City spaces through exhibits and activities.

8.3 Collaborate on new place-making initiatives and opportunities for welcoming spaces in the city.

(a) Conduct research in collaboration with academic and Indigenous partners to identify Indigenous heritage recognition opportunities in City spaces.

(b) Maintain and enhance existing place-making spaces.
Pillar 4: Indigenous-Community Prosperity

Strategy Commitments:

United Nations Declaration on the Rights of Indigenous Peoples, Article 21.2: States shall take effective measures and, where appropriate, special measures to ensure continuing improvement of their economic and social conditions. Particular attention shall be paid to the rights and special needs of indigenous elders, women, youth, children and persons with disabilities.

Missing and Murdered Indigenous Women and Girls Inquiry Report Call for Justice #3.1: ...Ensure that the rights to health and wellness of Indigenous Peoples, and specifically of Indigenous women, girls, and 2SLGBTQQIA people, are recognized and protected on an equitable basis.

Declaration of Commitment – Strengthening Relationships between the City of Thunder Bay and Urban Aboriginal People: Work with Aboriginal Peoples to identify and assist with the removal of barriers that hinder their full participation in community life.

Fort William First Nation-City of Thunder Bay-Nishnawbe Aski Nation Statement of Commitment to First Nation Youth and Families: Provide leadership, in the spirit of Treaty and reconciliation, to support and enable local governments, municipal leaders and community members to address this crisis with the goal of creating a safe and welcoming community for all.
Commitment 9: Provide guidance to make City services responsive to needs of Indigenous Peoples

9.1 With Elders Council guidance, identify ways to offer and promote equitable access.
   (a) Advise on programs, proposals and process improvements.
   (b) Develop a welcome kit for Indigenous newcomers to the city.

9.2 Promote role models and mentorship opportunities for Indigenous residents.

Commitment 10: Improve outreach & communications on City services

10.1 Support collaborative approaches for orientation activities for First Nations students from remote communities attending school in Thunder Bay.

10.2 Improve communication and outreach on initiatives and funding opportunities.

10.3 Update the City Indigenous Relations and Inclusion website and public-facing communication materials.

Commitment 11: Advocate & work with governments & local partners to improve outcomes

11.1 Continue collaborative relationship with and seek ongoing advice from the Thunder Bay Urban Aboriginal Advisory Committee on priorities of mutual interest.

11.2 Work with local partners to support enhanced coordination of existing efforts and services for Indigenous peoples in Thunder Bay.

11.3 Strengthen relationships with provincial and federal partners to collaborate while leveraging investments.
Setting Plans into Action: Implementation Plan

Community engagement and reporting to City Council will be conducted annually.

**PHASE I**
Foundations for Change (Years 1-2)
- Affirm commitments
- Audit current state
- Public engagement on implementation
- Staff training

**PHASE II**
Plan & Mobilize (Years 3-4)
- Staff training continued
- Policy systemic review
- Implement Accord Working Group direction
- Work plans with Indigenous partners
- Build work processes

**PHASE III**
Effect & Monitor Change (Years 4-6)
- Implement systemic policy review recommendations
- Implement plans with Indigenous partners
- Enhance internal structures

**PHASE IV**
Evaluate & Renew Actions (Years 6-7)
- Performance evaluation
- Report on and review Strategy
- Develop renewed strategic actions

**Determining Factors for Success:**
- **Committed to Change:** Supported by leadership, while fostering effective relations
- **Accountable:** Informed by Indigenous partners and supportive community partners
- **Leverages Investments:** Provincial and federal commitment to supporting initiatives
- **Capitalizes Expertise:** Strategic partnerships and building communities of practice
- **Founded on Common Understanding:** Goals, outcomes, and scope are clarified

**Performance Measurement Guidelines**
- Apply Indigenous research methods while respecting OCAP™ [Ownership, Control, Access and Possession] principles.
- Based on key outcome areas: Social, Economic, Environmental, and Cultural.
- Identify key performance indicators (KPIs) with Indigenous partner input.
- Flexibility to modify activities where needed upon regular monitoring.
Appendix

Historical Timeline of the City’s Role in Fostering Reconciliation

2008:
City Council Approves Aboriginal Strategy

2011:
Relationship Agreement with Fort William First Nation signed

2017:
2017-20 Aboriginal Liaison Strategic Plan Renewed

2018:
Anti-Racism & Inclusion Accord signed

2010:
Aboriginal Liaison Hired; 2010-14 Strategic Plan; Commitment to Urban Aboriginal People signed

2017:
Commitment to First Nations Youth & Families signed

2018:
City Council approved senior leadership role for Indigenous Relations

2019:
Manager-Indigenous Relations & Inclusion hired
Our Shared Future Rooted in the Truth of Our Past and Our Commitment to Mutual Respect, Equal Opportunity and Hope

We, the undersigned, are committed to put into action commitments established by the Thunder Bay Coalition for Anti-Racism & Inclusion (Coalition), which consists of organizations, groups, and individuals in Thunder Bay. This Accord is intended to be a living document that is not a single-time event, but an ongoing responsibility accepted by the undersigned who, through collaboration and mutual respect, commit to establish goals and report on successes. It is also an ongoing invitation to other sectors, organizations, groups and individuals in Thunder Bay to collaborate with and commit to the Coalition.

We acknowledge that Thunder Bay is built on the traditional territory of Fort William First Nation, signatory to the Robinson-Superior Treaty of 1850. It is a city where diverse Indigenous Peoples have taken residence. Immigrants, from multigenerational to newcomer, have also chosen to reside in the city. Thunder Bay has a history that includes European settlement and colonization. In recognition of its diversity, we aspire Thunder Bay to be a protective and inclusive environment for all.

Furthermore, we acknowledge that colonization contributes to systemic racism against Indigenous and racialized communities. Racism threatens the welfare of all community members and is compounded by discrimination that is based on sex, gender, age, creed, class, ability, sexuality, family status, and their intersections. As a Coalition, guided by the Ontario Human Rights Code, the Canadian Charter of Rights and Freedoms, and international human rights instruments including the Declaration on the Rights of Indigenous Peoples, and the International Convention on the Elimination of All Forms of Racial Discrimination. Efforts to address systemic racism and injustices committed against Indigenous and racialized persons have been examined but, for the purposes of this Accord, we draw particular attention to: (1) the Seven First Nation Youths 2016 - Inquest - Office of the Ontario Chief Coroner, (2) the National Inquiry into Missing and Murdered Indigenous Women and Girls and, (3) the Truth and Reconciliation Commission of Canada (the "Three Investigations").

We are committed to an inclusive society for all members of the Thunder Bay community, in keeping with the domestic and international human rights instruments named above. Guided by calls to actions and recommendations made by these Three Investigations, we further commit to advancing equity and diversity in the sectors of governments, education, children & youth services, health services, municipal services, emergency services, libraries, and business, as well as at the individual level.

This pledge is actualized by the following commitments of action:

Each organization commits to:

1) Address racism against Indigenous and racialized persons by setting short- and long-term goals to meet the calls to action or recommendations in one or more of the Three Investigations listed above.

2) Support an ongoing process of truth & reconciliation throughout their organization and in our community by developing and maintaining respectful relations with Indigenous governments, organizations and individuals.


As a Coalition we will:

1) Develop and maintain a Thunder Bay Anti-Racism Accord Resource Guide to support the coordination of the Accord.

2) Meet our commitments by working collaboratively both internally in our organizations and throughout the community.
MEMORANDUM

TO: Krista Power, City Clerk

FROM: Regina Mandamin – Manager – Indigenous Relations and Inclusion, Corporate Strategic Services

DATE: November 10, 2020


We request the opportunity to present our annual progress report on implementation of the City of Thunder Bay Anti-Racism and Inclusion Accord and our Indigenous Relations and Inclusion Strategy at the Committee of the Whole meeting on Monday, November 23, 2020.

The proposed 2021-2027 Indigenous Relations and Inclusion Strategy was developed with the City of Thunder Bay Anishinaabe Elders Council, with consultation with members of City Council, Executive Management Team, key divisional staff, and Indigenous partners through individual meetings.

Norm Gale, City Manager, will introduce the presentation.

The presenters will be:

Regina Mandamin, Manager – Indigenous Relations and Inclusion

Tanis Thompson, Indigenous Liaison – Indigenous Relations and Inclusion

Also available for questions will be:

Karen Lewis, Director – Corporate Strategic Services

Copy to: Karen Lewis, Director – Corporate Strategic Services
**RECOMMENDATION**

With respect to Report No. R 139/2020 (City Manager’s Office – Human Resources & Corporate Safety) we recommend that the updated Occupational Health and Safety Policy attached as Appendix “A” be approved and included with the Corporate Policy Manual;

AND THAT City Council affirm its commitment to implementing, maintaining and continually improving an occupational health and safety program guided by the elements of ISO 45001:2018;

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

**EXECUTIVE SUMMARY**

This Report provides an overview of the activities and initiatives undertaken in 2019 by the Human Resources & Corporate Safety Division and provides information to support a recommendation to amend Policy #06-01-15 (Occupational Health & Safety Policy) to reflect the City of Thunder Bay’s commitment to the implementation of a safety management system (SMS) guided by a recognized standard.

The Corporate Safety Section is mandated to establish a safety program, act as a resource and provide oversight of the safety program for all City departments, excluding the Thunder Bay Police Service and the outside boards and agencies of the Corporation of the City of Thunder Bay.

**DISCUSSION**

**2019 Summary of Key Accomplishments**

- Asbestos and silica awareness training and fit testing for 28 staff in work functions that have exposures.
- Noise testing performed on seven job positions.
Corporate Report No. R 139/2020

- Hearing assessments conducted on 50 new hires by Corporate Safety staff
- SMS Coordinator position hired.
- SMS Guidance Manual development and internal audit conducted.
- Intelex software implementation project – Provided Inspection Module Training.
- Conducted investigations for four critical injuries and seven significant incidents.
- Safety Alerts issued to supervisors to raise awareness of incidents.
- Improved near miss reporting in operational areas.

**Occupational Health and Safety Policy**

In 2019 Council approved an amendment to the Occupational Health and Safety (OHS) Policy to update the language to reflect the new ISO 45001 standard replacing the BSI 18001 Standard. An internal audit of the SMS Element Manual identified three items that need to be included in the OHS Policy to be compliant with ISO 45001. The City has opted to be “guided” by the Standard and addressing the non-conformances aligns with the City program.

The non-conformances identified in the audit of the OHS Policy in comparison to ISO 45001:
- A statement needs to be provided that will protect workers from reprisals when reporting hazards;
- A statement is required identifying the need to reduce risks and eliminate hazards; and
- A statement is required to include management commitment to remove barriers to allow employees to participate in the SMS implementation, performance evaluation and corrective actions.

The proposed amendments are included in Appendix 1.

**Safety Management System Implementation**

In July 2019 the SMS Coordinator temporary position was filled to implement an SMS guided by the ISO 45001 International Standard (Standard). Work immediately commenced on the development of a guidance manual as well as training and implementation of the Intelex software to support the SMS.

Throughout September and October, consultation on the draft Element Manual was held with management and JHSC members. Approximately 120 employees attended 22 consultation sessions. Feedback was incorporated into the Element Manual, prior to an internal audit to evaluate the compliance of the Manual to the Standard. Environment Division staff were utilized to conducted the internal audit as they have extensive auditing experience.

The results of the audit indicated eight non-conformities and nine opportunities for improvement. A non-conformity is a failure to meet the standard, while an opportunity for improvement identifies areas where the Standard is met; however, there is room for improvement to achieve stronger compliance. The auditors noted the document was thorough, comprehensive and well structured.
Non-conformances have been prioritized and Corporate Safety is working to address them. The proposed OHS policy revisions will address four of the identified non-conformances.

**Legislative and Standards Update**

There were no significant safety related legislative changes in 2019 with the potential to impact City operations; however, by the end of 2019 Ontario employers were expected to be compliant with the Workplace Hazardous Material Information System (WHMIS) 2015 legislation. This legislation requires WHMIS training, including the use of Safety Data Sheets (SDS) and labelling requirements. The City began the process of implementing the new training requirements early in the legislation roll out in 2016. Supply Management requires SDSs to be included with the shipment of products.

Aside from COVID-19 related items, safety related legislative changes expected in 2020 include an update of respiratory protection standards requiring no more than 24 hours of facial hair growth to ensure a proper seal during respirator use. No budgetary impact is associated with this change; however, increased auditing and enforcement will be required.

**Training/Communication**

Corporate Safety continues to arrange safety training for supervisors, employees, and JHSC members. Required training such as respirator awareness, ergonomic awareness, confined space, or electrical awareness is coordinated between departments and divisions. Maximization of class sizes and use of available corporate training space and resources allows the Corporation to achieve legislative compliance in a cost effective manner. At least once a month, leaders in each section provide a safety talk on issues that are relevant or are required by legislation. Corporate Safety recommends topics based on incident trends, legislative requirement or Ministry of Labour, Training and Skills Development initiatives.

JHSC members and health and safety (H&S) representatives are an important part of the internal responsibility system and requirement of the Occupational Health and Safety Act. These workers are trained in the basics of the OHSA and hazard recognition and control. To fulfill the requirements of the SMS internal audit functions without implementing additional resources, JHSC members and H&S representatives will be trained in internal audit. Utilizing these individuals will promote best practice and provide for consistency within the corporation. This training has been deferred until 2021 due to COVID-19.

**Ministry of Labour Training and Skills Development (MLTSD)**

Corporate Safety continues to maintain a close and cooperative relationship with the local office of the MLTSD.

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Number of Orders Issued | 7 | 22 | 1 | 27 | 20

* In 2019, there were 22 unique visits by the MLTSD. On two occasions, multiple field visit reports were issued as several instances of reported noise induced hearing loss (NIHL) claims were discussed in one visit. Due to confidentiality, the MLTSD issues multiple reports for NIHL claims to protect injured worker information as field visit reports are posted in the workplace. The number of field visit reports received during the 22 unique visits from the MLTSD was 42.

In 2017, Corporate Safety implemented a hearing conservation program. Components of the program include Corporate Safety performing hearing testing on new hires that will be exposed to high noise environments, noise dosimetry testing (measuring noise levels workers are exposed to in the workplace) and education on appropriate personal protective equipment (PPE). In the last two years, the City has not received any orders for the 23 field visit reports issued, a direct indication of the program’s success.

**Statistics for 2019**

The Lost Time Hours (LTH) and Lost Time Incident Frequency Rate (LTIFR) are included in the Management Review report only to demonstrate the overall trending of incidents per the 2016 Management Review recommendation.

In Figure 1 below, the blue bar identifies LTH and the LTIFR by orange. LTH are expressed as a percentage of the number of hours worked within the Corporation and LTIFR is the number of lost time incidents per 100 employees.

![2015 to 2019 LTH vs LTIFR](image)

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**Figure 1: 2015 to 2019 LTH versus LTIFR Graph**

**NOTE:** 2016 Working Hours were adjusted to reflect actual working hours.

The 2019 increase in LTIFR compared to previous years can be attributed to a declared outbreak at Pioneer Ridge in March 2019. During the outbreak over 40 employees developed illness or symptoms consistent with the declared outbreak. As required by the Occupational Health and Safety Act (OHSA), they are reported as a workplace injury/illness and are compensable illnesses through the Workplace Safety and Insurance Board (WSIB).
Critical/Serious Injuries

The City reported four critical injuries in 2019. Three of the injuries were due to a loss of consciousness where a work related cause was not identified and one caused by a slip and fall on ice.

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</tbody>
</table>

Three of the four critical injuries in 2019 were due to a loss of consciousness in aquatics staff. Through the course of the investigations, no work related cause could be identified for the loss of consciousness. The fourth critical injury was a fractured ankle from slip and fall when an employee encountered ice upon exiting the workplace.

Workplace Incidents by Type

Figure 2, compares the total claims based on the claim type for the last five years. The 2019 Incident Totals are correct as of March 31, 2020 and are derived from WSIB approved Health Care and Lost Time claims. The numbers may fluctuate annually based on WSIB activity such as claim approvals, denials or appeals.

NOTE: The above incidents do not include Recurrent Claims, Denied Claims, & Police & O/S Boards.

The following defines the categorizing of incidents:

- Hazards: there is potential for injury.
• First Aid: employee is injured, e.g. a bump to the head where no remedial action is taken, a scratch or cut where a bandage is applied.
• Health Care: requires medical intervention or consultation, e.g. health care is sought for a strained muscle or a more serious incident
• Lost Time: employee loses time from work (does not include the day of injury).

NOTE: Claims may change categories, e.g. a First Aid incident may become a Health Care or Lost Time claim, a Health Care incident claim may become a Lost Time claim.

The reduction in the number of Hazard incidents and increase in First Aid incidents from 2017 to 2019 is the result of an administrative change on incident recording. In 2017, Corporate Safety provided clarification on reporting First Aid and Hazard incidents, specifically that any incident resulting in a minor injury must be documented as First Aid. For example, an employee bumps their head walking under a new pipe installation, regardless of how minor, an injury occurred and it is to be reported as a First Aid. A Hazard occurs if the employee nearly hits their head. A First Aid is when something happens and a Hazard is when something didn’t happen, but could have. Prior to 2017, both of these types of incidents were documented as Hazards.

Incident Totals by Type and Year

The top three incident types for the past several years were consistently Over Exertion/Strain, Slip, Trip and Fall and either Struck Against/Contact With or Struck or Contact By depending on how supervisors classified the information. In Figure 3, the 2019 top three incident types changed. Slips, Trips and Falls is no longer considered one of the top three incident types being surpassed by Exposure and Exposure/Stress. This change is attributed to the outbreak at Pioneer Ridge accounting for over 40 exposure related incidents.

Struck or Contact By and Exposure/Stress incidents continue to increase significantly. The increase in Struck or Contact By injuries is partially due to reports of aggression/violence towards staff. EMS paramedics and long-term care health workers routinely report incidents were patients have kicked, punched or scratched staff members. Staff are being encouraged to report when there is contact regardless of the degree of injury (or lack thereof). The increase in Exposure/Stress injuries is the result of reporting incidents that previously would go unreported not only in EMS and Fire due to the PTSD but Transit as well. Through WSIB policy changes allowing workplace stress related claims, Transit drivers report Exposure/Stress when violence or a collision has been experienced.
**Workplace Violence**

In 2019, Corporate Safety investigated five reports of violence between City staff. Incidents of violence directed at front line City staff, such as Transit drivers, paramedics and health care workers, by patients, residents, and or passengers through the normal course of their work are addressed through contact to Thunder Bay Police and documented. In these circumstances, Corporate Safety will support the departments, if required, through the issuing of trespass notices, implementation or review of training and procedures.

2019 Incidents of Violence Resulting Injury

<table>
<thead>
<tr>
<th>Department/Section</th>
<th>Number of Incidents</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMS (District)</td>
<td>3</td>
</tr>
<tr>
<td>Transit</td>
<td>9</td>
</tr>
<tr>
<td>EMS (City)</td>
<td>18</td>
</tr>
<tr>
<td>Pioneer Ridge</td>
<td>53</td>
</tr>
</tbody>
</table>

Efforts are underway to mitigate incidents of workplace violence.

Due to a staffing change at Transit in 2019, tracking of reported incidents deemed “inappropriate” but not resulting in injury, lapsed. However, by comparing the data that was recorded from 2019 to the same time period recorded in 2018, incidents with the potential to lead to violence decreased by 36%. Impairment incidents also saw a 33% decline when compared to the same time period in 2018. It is important to note that this still represents, on average, one daily occurrence of impairment that Transit staff manage per day. Each impairment incident typically involves multiple individuals but is counted as a single event.

In an effort to assist City workers working in areas with high rates of workplace violence, Transit, EMS and Pioneer Ridge provide employees with specialized training. Transit launched
Ambassador Training. EMS contracted STREET SMART and Pioneer Ridge hired a Behavioral Supports Lead.

By the end of 2019 Transit staff had completed 25% of the Ambassador Training course content developed by Canadian Urban Transit Association. While COVID-19 had interrupted the 2020 training plans, training has now resumed with appropriate precautions. The 2019 reduction of incidents may be attributed to the re-introduction of this training as it teaches appropriate approaches when dealing with challenging situations, demonstrating the importance of continuing the training into the future. Additionally, in late 2019, approval was received to trial physical barriers to shield drivers from violence. The trial is currently ongoing with results pending.

EMS implemented the Scene Management and Response Tactics (SMART) training program in the third quarter of 2019. The program, developed by a paramedic with extensive tactical training - teaches threat mitigation and self-defence, and provides practical tools for paramedics to avoid confrontation and how protect themselves if a situation arises. EMS also worked with the Central Ambulance Communication Centre, Thunder Bay Police (TBP) Dispatch and Ontario Provincial Police dispatch to improve information relayed to paramedics in the field. By improving information, paramedics are better prepared for the environment they may enter or advise the call to be staged where crews will wait to enter, until additional support from TBP arrives.

Pioneer Ridge reports incidents of resident aggression towards workers, regardless of worker injury and has been active in encouraging employees to report. Long term care workers must provide care while managing unpredictable behaviours to those populations that may have mental health or dementia issues and in 2019 there was a significant increase in incidents of violence or aggression towards employees. In late 2019, a Behavioural Supports Lead position was introduced and since that time incidents of aggression have significantly been reduced. The Behavioural Supports Lead serves as an in-house expert on behaviour assessment and response techniques.

**WSIB Appeals Summary**

The worker and employer have an equal right under Part XI of the Workplace Safety and Insurance Act (WSIA) to object to and appeal any decision the WSIB renders in the management of a claim. There are three progressive levels of appeal:

- Reconsideration of the decision by the WSIB Claim Manager;
- Appeals to the WSIB Appeals Resolution Officer (ARO); and
- Appeals to the Workplace Safety and Insurance Appeals Tribunal (WSIAT).

WSIAT, the last level of appeal, is independent from the WSIB, and its mandate is to hear and decide appeals from final decisions of the WSIB.

In 2019, the City was party to approximately 17 potential appeals, meaning there were formal Intent to Appeal documents filed by workers to begin the appeals process. All 17 were heard at the claim manager level, 16 progressed to be heard at the ARO level, and one was heard at the WSIAT level. Legal representation was engaged on the WSIAT level appeal based on the
financial impact an unfavourable outcome might have on the Corporation. The WSIB Analyst addresses all other WSIAT level appeals.

In addition to those filed in 2019, there are 73 outstanding Intent-to-Appeal notifications filed in 2018 and earlier that have not yet been resolved.

In the first quarter of 2016 Grandview Lodge and Dawson Court Long Term Care facilities were permanently closed. The reduction of claims from the closures resulted in lower WSIB costs in 2016. In 2017 the cost increase was related to a single payout of a survivor benefit for a Firefighter presumptive claim. In light of the increase in numbers of mental stress related claims, it is expected WSIB costs will continue to rise. Workers are typically off work longer for mental stress related claims compared to those of physical injury.

Management Review

The Executive Management Team (EMT) reviews the City of Thunder Bay Safety Program annually. On October 8, 2020 EMT approved the following recommendations for 2020 as part of the safety program review:

1. The Occupational Health and Safety Policy updated to address non-conformances from internal audit of SMS Elements Person Responsible & Timeline: Corporate Safety Manager, Q3 2020.

FINANCIAL IMPLICATION

There are no financial implications.

CONCLUSION

It is concluded that the information in this report appropriately describes the events and activities associated with the Corporate Safety Division in 2019 and that Council should affirm its commitment to the implementation and maintenance of Safety Management System guided by the ISO 45001 Safety Management Standard.

BACKGROUND

Each year the Corporate Safety Division reports to Council outlining the status of the safety program in the previous year and making recommendations for the ensuing year.
Corporate Report No. R 139/2020

**REFERENCE MATERIAL ATTACHED:**

Appendix 1 - Proposed Occupational Health, Safety & Wellness Policy

**PREPARED BY: Kerri Bernardi, Manager, Corporate Safety**

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<thead>
<tr>
<th>THIS REPORT SIGNED AND VERIFIED BY:</th>
<th>DATE:</th>
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<tbody>
<tr>
<td>(NAME OF GENERAL MANAGER)</td>
<td>November 10, 2020</td>
</tr>
<tr>
<td>Norm Gale, City Manager</td>
<td>November 10, 2020</td>
</tr>
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Appendix A

Occupational Health, Safety & 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;
- Reducing risk and eliminating hazards using the hierarchy of controls (elimination of hazard, engineering controls and lastly, personal protective equipment) for City employees;
- Developing, implementing and maintaining a documented Occupational Health and Safety Management system guided by the ISO 45001 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;
- Protecting an employee’s right to participate in the safety program and remove barriers where they exist;
- Ensuring employees are free from reprisals when reporting hazards in good faith;
- 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 ISO 45001 standard. Also, to recognize the importance of employee health and wellness and to work collaboratively to support actions linked to creating a healthy workplace.
### Executive Summary

This report summarizes Corporate Safety section activities for the period of January – June 2020. As proposed in the Memo to Council dated February 11 2020, this report is intended to provide an update of basic statistics with follow-up analysis and interpretation to be provided in the full year report to be presented in Q2 2021.

### Discussion

Targets and goals set in 2019 for 2020 that were deferred due to COVID-19 include:

- SMS implementation
- Intelex training
- Intelex implementation
- JHSC auditor training
- SMS auditing
- Procedure updates (not related to COVID-19)

Work completed January – September 2020

- 20 COVID-19 specific procedures developed with more than 50 revisions to those procedures based on evolving legislation/guidance.
- 14 Safety Talks developed dedicated to COVID-19 with 11 revisions.
- 192 fit tests conducted. Fit testing includes individualized training on proper fit, use and care of N95 respirators.
- Onsite inspections and implementation of physical distancing measures for all City offices and facilities.
- 30 Ministry of Labour, Training and Skills Development visits.
- 8 orders as a result of the MLTSD visits (only two orders were COVID-19 related)
- Corporate Safety participation on the Corporate Emergency Response Team (ERT) for COVID-19, the ERT Planning Team, and departmental ERTs.
- Silica testing in Roads Operations.
- Implementation of SafetyLine, an automated working alone application that requires employees to conduct a regular check in. If an employee does not check in, a call out begins until the employee is verified as being safe or assistance is required.

![Incident Totals](image)

YTD Total of Reported Incidents = 383
FINANCIAL IMPLICATION

There are no financial implications.

CONCLUSION

It is concluded that the information in this report appropriately describes the events and activities associated with the Corporate Safety Division.

BACKGROUND

Corporate Safety Division provides two reports annually to Council. The first report outlines the status of the safety program and makes recommendations for the ensuing year. The second report is a year to date brief of safety statistics and notable items.

REFERENCE MATERIAL ATTACHED:

None.
**PREPARED BY: Kerri Bernardi, Manager, Corporate Safety**

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RECOMMENDATION

With respect to Report R 126/2020 Composition of City Council (City Manager’s Office – Office of the City Clerk), we recommend that Administration be directed to proceed with Option 3 as outlined within this report and plan for inclusion of costs in the 2023 Budget;

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

LINK TO STRATEGIC PLAN

Lead
Provide civic leadership to advance mutual respect, equal opportunity and hope.

Serve
Advance service excellence through a citizen focus and best use of technology.

EXECUTIVE SUMMARY

This report provides for background information relative to the composition of City Council, the historical composition and wards and population.

This report further outlines options for City Council with respect to how the work can be completed relative to making potential changes to the composition of City Council and/or ward boundaries in advance of the 2022 Municipal Election or the 2026 Municipal Election.

There are specific rules and legislative timelines that will come into force upon a proposed change to ward boundaries and/or the composition of municipal councils either by the elected council or by the electorate. City Council has the authority to make changes to ward boundaries and/or the number of councillors who represent the people of Thunder Bay. The minimum number of councillors required is five as per the Municipal Act but the decision to have wards or at-large positions is a decision of municipal councils. In order to enact changes to the
composition of council in advance of the 2022 Municipal Election, the passing of a by-law would be required prior to January 2022.

Electors have a right to participate in choosing what structure their elected officials will function within. Should residents seek to see changes to ward boundaries, have the municipality divided in a different way or to have wards dissolved, they can bring forward a petition to City Council seeking changes to the composition of council and ward boundaries. There are requirements for the number of residents who would be necessary to sign such a petition. If that threshold was met and City Council did not enact the change requested by residents, electors have the right to appeal the ‘failure to act’ to the Local Planning Appeal Tribunal.

**DISCUSSION**

**Legislative Framework**

There are provisions in the *Municipal Act, 2001* under which a municipality – by either a decision of Council or by local initiative – can alter the composition of its council. This includes changes to the size of council, members’ titles, ward systems and associated boundaries and certain methods of election or selection of members.

**Historical Composition**

1970 – Amalgamation of the cities of Fort William and Port Arthur and the Townships of Neebing and McIntyre – Four (4) Ward System
- One (1) Mayor and 12 Ward Councillors
- Three (3) Councillors per ward were appointed to the following four (4) Wards: Fort William Ward, Port Arthur Ward, Shuniah Ward and Neebing Ward.

- One (1) Mayor and 12 Ward Councillors
- Councillors were appointed to the four (4) wards as follows: Fort William Ward – Five (5) Councillors, Port Arthur Ward – Five (5) Councillors, Neebing Ward - One (1) Councillor, McIntyre Ward – One (1) Councillor.

- One (1) Mayor and 12 Ward Councillors
- Councillors were appointed to the newly established seven (7) wards as follows: Current River Ward – Two (2) Councillors, Red River Ward – Two (2) Councillors, McKellar Ward – Two (2) Councillors, Dawson Ward - One (1) Councillor, Northwood Ward – Two (2) Councillors, Kam River Ward – One (1) Councillor, Westfort Ward – Two (2) Councillors

1985 – Present – Hybrid System – Ward & At Large
- One (1) Mayor and 12 Councillors
Councillors were appointed in the hybrid system as follows: Five (5) At Large Councillors and seven (7) Ward Councillors, one in each ward, Current River, McKellar, Red River, McIntyre, Northwood, Neebing, and Westfort.

**Current Composition**
- All eligible electors elect the Mayor.
- Seven (7) Wards – residents of each ward elect one member of council as the Ward Councillor.
- Five (5) At large – all eligible electors elect five (5) at large members of council.

Table 1: Wards & Population – Data from 2018 Municipal Election

<table>
<thead>
<tr>
<th>Ward</th>
<th>Total Electors</th>
</tr>
</thead>
<tbody>
<tr>
<td>CURRENT RIVER</td>
<td>10,091</td>
</tr>
<tr>
<td>RED RIVER</td>
<td>14,107</td>
</tr>
<tr>
<td>McKELLAR</td>
<td>12,518</td>
</tr>
<tr>
<td>McIntyre</td>
<td>12,671</td>
</tr>
<tr>
<td>NORTHWOOD</td>
<td>9,737</td>
</tr>
<tr>
<td>WESTFORT</td>
<td>12,168</td>
</tr>
<tr>
<td>NEEBING</td>
<td>7,049</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>78,341</strong></td>
</tr>
</tbody>
</table>

**Purpose of Local Government**
- **Service delivery** – Services provided in accordance with the needs and wishes of citizens.
- **Representation** – Individuals responsible for determining those needs are democratically elected and accountable to the citizens.

Allows all electors of a particular area to decide, through their elected council, which range and level of services is most appropriate for their community.
Ward versus At Large

- At-large members are elected to serve the entire City. In Thunder Bay, six members of Council are elected at large – five (5) At Large Councillors and the Mayor.
- An at large election for all of Council can weaken the representation of particular groups/wards.
- Two (2) urban municipalities in Ontario elect Council at-large, North Bay and Cornwall.
- In a ward system, council members represent a defined area of the City.
- The City of Thunder Bay’s hybrid system is unique in having both ward and at-large members of council. This only occurs in regional governments in Southern Ontario through Upper and Lower Tier municipalities; Thunder Bay is a single tier municipality.

Research Completed

In order to provide information and a recommendation to Council that was informed and based on data and analysis, the following work was completed:

1) Review of historical composition of the City of Thunder Bay.
2) Review of data collected during the city’s remuneration review – similar size municipalities and council structures.
3) Review of the recent change to council composition of Sault Ste. Marie, a single tier municipality with a population of approximately 88,000. A summary of changes for Sault Ste. Marie include:
   - A change in composition was passed in 2017 and enacted in advance of the 2018 Municipal Election;
   - A change from a six (6) ward system with two (2) councillors per ward to a five (5) ward system with two (2) councillors per ward – decrease of two (2) councillors overall; and
   - The change resulted from an internal working committee and public engagement opportunities and a project that was 18 months from start to finish.
4) Review of work associated with the council composition review from the city of Guelph, a single tier municipality with a population of approximately 133,000.
   - Work is in progress and has been completed by an independent consulting firm as directed by City Council.
   - Work has taken place during the pandemic and significant effort for consultation has taken place for online access and public surveys.
   - Recommendation was recently presented which included a change from the current six (6) ward system with two (2) councillors per ward, all part time councillors, to an eight (8) ward system with eight (8) at large full-time councillors.
   - Council has recently directed for further engagement to take place and a decision is anticipated to take place in May or June of 2021 in advance of the 2022 Municipal Election.
Options for Consideration

The following options have been prepared with research in mind as well as consideration for the current realities of the Covid-19 pandemic and with the resources and budget available currently in the Office of the City Clerk. The options have been informed by research, data analysis and work completed by other cities in recent years.

Option 1 – Independent Review by External Consultant

- Project would be led by an independent external consultant.
- Independent review would be completed and information would be solicited from the City Clerk and other areas of Administration; however, Administration would not play a key role in this work.
- A Council-approved Terms of Reference for the Project would guide the work along with the requirement for engagement with citizens and the community at large.
- In order to hire an external consultant, a Request for Proposal would need to be drafted, confirmed and award as per the City’s Supply Management By-law. Timelines to complete the work will restrict the procurement process; therefore, it is recommended that Council approve a single source to a recommended external consultant.
- There are benefits to having an external consultant as the recommendations would be external to City Administration and would not impact current work being completed by the Office of the City Clerk, Planning and Corporate Strategic Services.

Option 2 – 2021 Project - Committee Led/Supported by the Office of the City Clerk

- Project would be led by the Office of the City Clerk and supported by key administrative supports in the areas of Planning for GIS Mapping work associated with ward boundaries, and Corporate Strategic Services for advertising and Public Engagement Framework assistance.
- The Committee would be comprised of members of council, representatives from the Chamber of Commerce, labour unions, and educational institutions. A Terms of Reference would be created and be subject to Council approval. The Committee would form the recommendation for any change in ward boundaries or council composition along with coordinating the engagement opportunities and reviewing data and analysis.
- The project would start in January 2021 with a projected recommendation to Council in September of 2021; this will allow for passage of associated by-laws in accordance with legislative timelines.
- Timelines are extremely restricted and would be complicated by the unknown state of the pandemic in 2021 and it is unknown what requirements would best suit the highest number for online engagement, this may result in limiting resident involvement and interaction for some sectors of the population; especially populations that are marginalized and do not have connectivity to virtual platforms or reliable internet access

Option 3 - 2023-24 Project - Committee Led/Supported by the Office of the City Clerk (Recommended Option)

- Project would be led by the Office of the City Clerk and supported by key administrative supports in the areas of Planning for GIS Mapping work associated with ward
Committee of the Whole - November 23, 2020

Corporate Report No. R 126/2020

boundaries, and Corporate Strategic Services for advertising and Public Engagement Framework assistance.

- The Committee would be required comprised of members of council, representatives from the Chamber of Commerce, Labour unions, and educational institutions. A Terms of Reference would be created and be subject to Council approval. The Committee would form the recommendation for any change in ward boundaries or council composition along with coordinating the engagement opportunities and reviewing data and analysis.
- Project would have a start date of July 2023 with a projected completion date of 12-16 months to provide a recommendation to Council to allow for passage of associated by-laws in accordance with legislative timelines.
- This option would allow for engagement opportunities to take place outside of the covid-19 pandemic and to allow for greater access to in person public open houses in addition with virtual engagement platforms.
- This option would allow for inclusion of the costs associated to be included in the 2023 Budget rather than spent from the Stabilization Reserve Fund

**Administrative Impacts**

Option 3 (above) is recommended not only due to the financial impacts and public engagement considerations but also as a result of finite resources within Administration. The Office of the City Clerk has continued to respond to the changing environment with respect to the COVID-19 pandemic with flexibility and effort to continue to serve Council and the public as per the *Municipal Act*.

In the past 10 months, the team has installed a new camera system, moved to virtual meetings via teleconference and MS Teams and has also rolled out virtual ward meetings. The reality of the work associated with preparing for Council Meetings within the Office of the City Clerk has increased dramatically with the use of the virtual platforms. As a result, there has been requirements for increased policy and procedure development to ensure the transparency of documents, privacy and access within the *Municipal Freedom of Information and Protection of Privacy Act* and to deliver access to the public to engage with their elected officials. The public can speak before Council via MS Teams, audio participation, or in person at the City Hall Kiosk. Physical changes to Council Chambers and City Hall have been a primary focus for the Office of the City Clerk to ensure that health and safety measures are in place for City Council and administration.

The Office of the City Clerk holds the responsibility for review of any changing legislation that affects City Council’s ability to meet as affected by the COVID-19 pandemic, i.e. changes to gathering limits or public health requirements, and will continue to make any changes in legislation a priority. This ensures that City Council’s decision are safeguarded and that public meetings and associated decisions continue to be safe and accessible to the public. The work associated with this cannot be planned or predicted; Administration diligently responds as legislation or regulations are announced.

Staff are currently introducing the virtual platform for all committees of council in addition to the ongoing increase in work. Should Council choose to direct the work associated with a
Corporate Report No. R 126/2020

Council Composition Review in 2021, it would be impactful to the Office of the City Clerk and may result in longer wait times for council motions, decreased availability for virtual ward/town hall meetings and longer time periods between the scheduling of Council Advisory Committee meetings.

**Legislative Timelines**

**September to December 2021:** Passage of a Ward Boundary By-law/Right to Appeal
- Should Council determine a change to ward boundaries, number of wards or dissolution of ward(s), a by-law is required prior to January 1, 2022. If the by-law is passed after January 1, 2022, it would not come into force until the 2026 Municipal Election. A Public Meeting is required prior to passage of any such by-law.

**20 days from passage of By-law:** Notice of right to appeal wards by-law
- Should residents seek to appeal to the Local Planning Appeal Tribunal (LPAT), residents have 20 days to appeal to LPAT by filing a notice with the clerk.
- Within 15 days after the council passes a by-law under the clerk shall give notice of it to the electors, specifying the last day for filing a notice of appeal under subsection.
- Within 20 days after the clerk gives notice of the by-law, the Minister or any other person or agency may appeal to the Municipal Board by filing with the clerk a notice of appeal setting out any objection to the by-law and the reasons in support of the objection.

**Prior to January 2022:** Passing of by-law composition – in advance of 2022 Municipal Election

In order for a change in council composition to come into effect for the 2022 Municipal Election a by-law would be required to be passed by the end of 2021 in order to provide notice of the change to the Municipal Property Assessment Corporation as required by the *Elections Act*. The by-law would require presentation and passage prior to the conclusion of December 2021.

**FINANCIAL IMPLICATION**

Financial implications are outlined as per the options provided to City Council for consideration:

**Option 1 – Independent Review by External Consultant** – Estimated $80,000 for independent consultant to complete the review and present to City Council. Cost would be funded from Stabilization Reserve Fund.

**Option 2 – 2021 Project - Committee Led/Supported by the Office of the City Clerk** - Estimated $15,000 for advertising of public engagement opportunities and reviews by external subject matter experts in the field of municipal governance. Cost would be funded from the Stabilization Reserve Fund.

**Option 3 - 2023-24 Project - Committee Led/Supported by the Office of the City Clerk** - Estimated $15,000 for advertising of public engagement opportunities and reviews by external
subject matter experts in the field of municipal governance. Cost would be considered in the 2023 Budget.

CONCLUSION

It is concluded that City Council should direct Administration to proceed with Option 3 as recommended and prepare and plan as outlined within this report.

BACKGROUND

At the August 24, 2020 Committee of the Whole meeting, a motion was presented with respect to a request for a report from Administration relative to changes to council composition in advance of the 2022 Municipal Election. At that meeting, the motion was deferred for decision at the September 21, 2020 meeting.

At the September 21, 2020 meeting, Administration was directed to report back with options on how the work could be completed with respect to a potential change in council composition and/or ward boundaries in addition to information about financial impacts and legislative timelines.

REFERENCE MATERIAL ATTACHED: None

PREPARED BY: Krista Power, City Clerk

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<tr>
<td>Norm Gale, City Manager</td>
<td>November 12, 2020</td>
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</table>
MEETING DATE 11/23/2020 (mm/dd/yyyy)

SUBJECT Finnish Labour Temple Refurbishment

SUMMARY

Memorandum from Mr. A. Cotter, Chair - Heritage Advisory Committee, dated November 12, 2020 relative to the above noted, for information.

ATTACHMENTS

1 A Cotter memo dated Nov 12 2020
The Finnish Labour Temple, 314 Bay Street is a designated heritage property on the City of Thunder Bay Heritage Register, having received the designation in 1991 for its social historical context as well as its eclectic architectural features. The Finnish Labour Temple was also formally recognized as a National Historic Site by the Historic Sites and Monuments Board of Canada in 2011.

The historical value of the building lies in its age and its service to the needs of the Finnish community in Port Arthur and Thunder Bay. Construction began in 1909 and the Finnish Labour Temple opened in March 1910. At that time, the Temple was important to Finnish workers as both a social and labour meeting place. Over the years, the Temple has also served as a theatre, a library and a newspaper office. Additionally, the Finnish Labour Temple housed the Hoito, an internationally acclaimed restaurant established in 1918, which continued to serve traditional Finnish meals until closing earlier this year.

The historic property was recently purchased by Brad McKinnon, BK Realty Investment Management Ltd. In September 2020, Mr. McKinnon reached out to the Thunder Bay Heritage Advisory Committee to discuss plans for repurposing the Finnish Labour Temple site. The Committee met with Mr. McKinnon on September 23, October 22, November 3 and November 10, 2020 to review and discuss plans for the property.

At the November 10, 2020 Committee meeting the following resolution was passed:

THAT the Heritage Advisory Committee approves the selective demolition and refurbishment at 314 Bay Street, and supports the creation of residential units as shown in the drawing package and list of salvageable heritage building components presented by Mr. B. McKinnon and Mr. M. Mills at the November 10, 2020 Committee meeting;

AND THAT heritage features shall be retained as much as possible, including, but not limited to the newel post, wainscoting and stair railing to the third floor, radiators and hardwood floors;
AND THAT the proponent commits to further consultation with the Heritage Advisory Committee at the finishing stage of the project;

AND THAT the Heritage Advisory Committee confirms that the plans as presented do not conflict with the significant heritage features of the building;

AND THAT a copy of this resolution be forwarded to The City of Thunder Bay’s Building Division, if required.

Mr. McKinnon expects to invest $2.6 million in the refurbishment of the Finnish Labour Temple. Some details of the project include:

- The building’s front façade will remain as it currently exists
- Basement level: The kitchen and restaurant will remain, staff areas will be updated and refreshed, the scale will remain at the entrance, a waiting area with display space will be installed, one residential unit will be built at the back of the building
- Main floor: The lounge will remain with modifications such as relocated public restrooms, lobby with public access will have a display to showcase the history of the building, two 2-bedroom residential units and three 1-bedroom residential units will be built
- Second floor: one 2-bedroom residential unit and six 1-bedroom residential units will be built (one unit will include access to the turret)
- New entrance for residential units will be built, on the east side of building
- New windows will be added on the east and west sides of building, the new windows will match the existing window style
- New windows will be added at the back of the building, where there are currently no windows
- The rest of the corner property will be developed in a traditional Scandinavian/early 1900’s style to keep in step with the architectural style of the Finnish Labour Temple

Mr. McKinnon has committed to retaining interior heritage features as much as possible, including the specific items noted in the resolution as well as any heritage features discovered during the selective demolition phase. Mr. McKinnon has also committed to further consultation with the Heritage Advisory Committee at the finishing stage of the project.

The Heritage Advisory Committee strongly encourages adaptive reuse of Thunder Bay’s heritage properties to preserve them and to prevent abandonment and/or demolition. Therefore, the Committee supports Mr. McKinnon’s plans for 314 Bay Street as The Finnish Labour Temple continues to be an important symbol and landmark to the Finnish community as well as an integral part of the landscape of the Bay and Algoma area.

Mr. McKinnon hopes to revive another heritage property in late 2021/early 2022.
MEETING DATE 11/23/2020 (mm/dd/yyyy)

SUBJECT Appointment of Fire Chief

SUMMARY
Memorandum from Mr. M. Smith, General Manager - Development & Emergency Services, dated November 13, 2020, containing a motion relative to the above noted.

RECOMMENDATION
With respect to the appointment of the Fire Chief, we recommend that Greg Hankkio be appointed as Fire Chief with the City of Thunder Bay;

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

ATTACHMENTS
1. Memorandum - M. Smith - Appointment of Fire Chief
MEMORANDUM

TO: City Council
FROM: Mark J. Smith, GM Development & Emergency Services
DATE: November 13, 2020
SUBJECT: Appointment of Fire Chief

I am pleased to advise Members of Council that Mr. Greg Hankkio has accepted the position of Fire Chief with Thunder Bay Fire Rescue in the Development & Emergency Services Department.

Authorization is required to appoint a Fire Chief and at this time the following motion is presented for your consideration:

“With respect to the appointment of the Fire Chief, we recommend that Greg Hankkio be appointed as Fire Chief with the City of Thunder Bay;

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

mjs/

Cc: Norm Gale, City Manager
Krista Power, City Clerk
MEETING DATE 11/23/2020 (mm/dd/yyyy)

SUBJECT Municipal By-law Enforcement Officers

SUMMARY

At the July 27, 2020 Committee of the Whole meeting, a resolution was passed directing Administration to report back by November 23, 2020 on expansion of by-law officers in the Licensing and Enforcement Division, including how many officers, the costs associated with each officer, and human resources implications relating to scope and hours of work.

Memorandum from Mr. M. Smith, General Manager - Development & Emergency Services, dated November 16, 2020, relative to the above noted, for information.

ATTACHMENTS

1. Memorandum - M. Smith - Municipal Bylaw Enforcement Officers
MEMORANDUM

TO: City Council

FROM: Mark J. Smith, GM Development & Emergency Services

DATE: November 16, 2020

SUBJECT: Report concerning the Licensing & Enforcement Division

Council directed that Administration provide a report concerning the costs associated with increasing the number of Municipal By-law Enforcement Officers within the Licensing & Enforcement Division and the human resource implications of increasing both the scope and hours of their work.

This report was to be provided on or before November 23, 2020.

The preparation of this report is progressing well. However, due in part to the recent receipt of relevant input, its completion has been delayed. We regret that this report is now scheduled to be presented to Council on or before December 21, 2020.

mjs/

Cc: Norm Gale, City Manager
    Krista Power, City Clerk
    Doug Vincent, Manager – Licensing & Enforcement Division
MEETING DATE  11/23/2020 (mm/dd/yyyy)

SUBJECT  Advocacy, Social Issues for Vulnerable People

SUMMARY

At the August 10, 2020 Committee of the Whole meeting, a resolution was passed recommending that the content and associated motions relative to advocacy, social issues and vulnerable people be referred to Administration in order to consult and collect feedback from the Thunder Bay Police Service, Crime Prevention Council and Thunder Bay Drug Strategy and that Administration report back on or before November 23, 2020.

Memorandum from Ms. K. Lewis, Director, Corporate Strategic Services, dated November 9, 2020, relative to the above noted.

ATTACHMENTS

1. Memorandum - K. Lewis – Advocacy, Social Issues for Vulnerable People
MEMORANDUM

TO: Krista Power, City Clerk
FROM: Karen Lewis, Director – Corporate Strategic Services
DATE: November 9, 2020
RE: Report Relative to Advocacy, Social Issues for Vulnerable People

The Report on the above-noted will be presented to Committee of the Whole on December 14, 2020, rather than November 23, 2020, as originally requested, due to the time required to conduct related engagement activities and prepare a response to the content and motions contained within the July 22, 2020 memorandum from Councillor A. Ruberto.

Administration has coordinated the following engagement activities to prepare its response:

- The Drug Strategy Coordinator and Crime Prevention Council Coordinator have met with Chief of Police relative to the contents of the memo
- Drug Strategy Coordinator and Chief of Police have met with Minister of Health relative to the contents of memo
- Administration has been working with members of the Crime Prevention Council and Drug Strategy to receive input on contents of Councillor Ruberto’s memo and has held two engagement sessions to date

A comprehensive response, further information and recommendations to Committee of the Whole will be presented in the Report on December 14, 2020.

Thank you for your understanding.
MEETING DATE  11/23/2020 (mm/dd/yyyy)

SUBJECT  Stop-Arm Cameras

SUMMARY

At the July 20, 2020 Committee of the Whole meeting, a resolution was passed directing Administration to report back on the potential installation of stop arm cameras on school buses.

Memorandum from Ms. C. Cline, Deputy City Solicitor, dated November 4, 2020, relative to the above noted, for information.

ATTACHMENTS

1. Memorandum - C. Cline - Stop Arm Cameras
MEMORANDUM

TO: Mayor and Members of Council
FROM: Cynthia Cline, Deputy City Solicitor
DATE: November 4, 2020
SUBJECT: Request for Report – Stop-Arm Cameras

At the July 20, 2020 Committee of the Whole meeting, ratified subsequently at City Council, a motion was carried relative to the potential installation of stop arm cameras on school buses. Legal services was tasked to determine the City’s responsibility and role relative to the installation of stop arm cameras on school buses.

As part of the motion, Administration was directed to report back to City Council with their findings on or before November 30, 2020.

Due to challenges presented in terms of scheduling meetings and the need to balance this report with other priorities that are time sensitive during the month of November, it is requested that the timeline for the provision of the report be extended.

The report will therefore be presented on December 7, 2020.