



# **AGENDA MATERIAL**

## **COMMITTEE OF THE WHOLE**

**MEETING DATE:** MONDAY, NOVEMBER 15, 2021

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

**TIME:** IMMEDIATELY FOLLOWING CITY COUNCIL (PUBLIC MEETING)



**MEETING:** Committee of the Whole

**DATE:** Monday, November 15, 2021 *Reference No. COW - 44/52*

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**CLOSED SESSION in the McNaughton Room at 5:00 p.m.**

Committee of the Whole - Closed Session

Chair: Councillor Aldo Ruberto

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

**OPEN SESSION in S.H. Blake Memorial Auditorium immediately following City Council Public Meeting**

Committee of the Whole - Planning Session

Chair: Councillor Aldo Ruberto

**DISCLOSURES OF INTEREST**

***CONFIRMATION OF AGENDA***

**Confirmation of Agenda - November 15, 2021 - Committee of the Whole**

WITH RESPECT to the November 15, 2021 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

***PRESENTATIONS***

**Annual Poverty Reduction Report**

At the March 29, 2021 Committee of the Whole meeting a motion was passed in support of a funding contribution to the Poverty Reduction Strategy, a community based strategy, coordinated through the Lakehead Social Planning Council, and that representatives of the strategies continue to report back annually on progress in implementing their strategy.

Memorandum from Manager - Community Strategies, Cynthia Olsen dated November 4, 2021 requesting an opportunity to make a presentation relative to the above noted.

Correspondence from Executive Director - Lakehead Social Planning Council Marie Klassen, dated

October 26, 2021 requesting to provide a presentation relative to the 2020 Annual Poverty Reduction Report.

### ***ITEMS ARISING FROM CLOSED SESSION***

### ***REPORTS OF COMMITTEES, BOARDS AND OUTSIDE AGENCIES***

#### **Heritage Advisory Committee Minutes**

Minutes of Meeting 08-2021 of the Heritage Advisory Committee held on September 23, 2021, for information.

#### **Lakehead Region Conservation Authority Minutes**

Minutes of Meetings 7/2021 and 8/2021 of the Lakehead Region Conservation Authority Committee held on August 25, and September 29, 2021 respectively, for information.

#### **Parking Authority Board Minutes**

Minutes of Meeting 09-2021 of the Parking Authority Board held on September 14, 2021 for information.

#### **Committee of Adjustment Minutes**

Minutes of Meetings 05-2021 and 09-2021 Committee of Adjustment held on May 19, 2021 and September 29, 2021 respectively, for information.

### ***REPORTS OF MUNICIPAL OFFICERS***

#### **Appointment of Acting Mayors - 2021-2022**

Report R 155/2021 (City Manager's Office - Office of the City Clerk) providing for the appointment of Acting Mayors for the period commencing December 1, 2021, up to and including November 14, 2022.

WITH RESPECT to Report R 155/2021 (City Manager's Office - Office of the City Clerk), and pursuant to Section 242 of the *Municipal Act*, 2001, we recommend that the following Members of Council be appointed Acting Mayor, in the Mayor's absence, for the month indicated opposite their name:

December	2021	Councillor Kristen Oliver
January	2022	Councillor Brian McKinnon
February	2022	Councillor Aldo Ruberto

March	2022	Councillor Cody Fraser
April	2022	Councillor Andrew Foulds
May	2022	Councillor Rebecca Johnson
June	2022	Councillor Mark Bentz
July	2022	Councillor Peng You
August	2022	Councillor Trevor Giertuga
September	2022	Councillor Shelby Ch'ng
October	2022	Councillor Brian Hamilton
November	2022	Councillor Albert Aiello

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

### **Bill 13 - Supporting People and Businesses Act**

Report R 156/2021 (Development & Emergency Services - Planning Services) providing a summary of the proposed changes to the Planning Act through the Supporting People and Businesses Act, which provides for new discretionary authority for Planning decisions to be delegated to a committee and/or employee of a municipality, for information.

### **Options for Managing Fair and Balanced Open Air Burning**

Report R 158/2021 (Development & Emergency Services – Thunder Bay Fire Rescue) recommending that open air burning continue to be regulated and managed using the Ontario Fire Code, O. Reg. 213/07, as amended, and the Authority provided by the Fire Code to the Fire Chief.

WITH RESPECT to Report R 158/2021 (Development & Emergency Services – Thunder Bay Fire Rescue), we recommend that open air burning continue to be regulated and managed using the Ontario Fire Code, O. Reg. 213/07, as amended, and the Authority provided by the Fire Code to the Fire Chief;

AND THAT the Fire Chief be directed to review the Open Air Burning Policy in an effort to reduce smoke complaints by improving the location of fire pits relative to neighbouring properties, and to improve guidance to responding officers to identify and extinguish those fires that are creating bothersome smoke;

AND THAT the Thunder Bay Fire Rescue Public Education Officer be directed to work with the Director of Strategic Initiatives and Engagement to create and publicize relevant public information regarding safe open air burning in a manner which minimizes smoke and smoke complaints from neighbouring properties;

AND THAT the Division Chief of Fire Prevention be directed to work with the Manager of Indigenous Relations to develop a formal Sacred and Ceremonial Burning Policy for the City of Thunder Bay;

AND THAT Administration report back relating to the policy review and development on or before

August 22, 2022;

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

### ***FIRST REPORTS***

### ***PETITIONS AND COMMUNICATIONS***

#### **Victoriaville Centre Demolition and Victoria Avenue Reconstruction Project - Grant Applications**

Memorandum from Property Agent Peder Olsen dated October 26, 2021 containing a recommendation relative to grant applications to FedNor Northern Ontario Development Program and NOHFC Community Enhancement Program in support of the Victoriaville Centre Demolition and Victoria Avenue Reconstruction Project.

WITH RESPECT to the Memorandum from Property Agent P. Olsen, Realty Services, dated October 26, 2021, we recommend that Administration submit grant applications to FedNor - Northern Ontario Development Program and to the Northern Ontario Heritage Fund Corporation - Community Enhancement Program in support of the Victoriaville Centre Demolition and Victoria Avenue Reconstruction Project;

AND THAT the General Manager, Development & Emergency Services be the authorized signing authority for the applications;

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

#### **Designated Truck Route By-law**

At the June 22, 2020 City Council meeting, the most recent iteration of the Designated Truck Route (DTR) By-law (By-law 73/2020) was presented and defeated by Council. Subsequently, Council passed a resolution requesting information relating to procedure. This information was received on September 28, 2020 in closed session from Legal Services.

Memorandum from Councillor Trevor Giertuga dated October 26, 2021 containing a motion relative to the above noted.

WITH RESPECT to the Memorandum from Councillor Trevor Giertuga dated October 26, 2021, we recommend that Administration provide an update relating to the presentation of a Designated Truck Route by-law including the associated timelines for re-presentation;

AND THAT Administration report to Council on or before January 24, 2022;

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

#### **Proposed Mental Health & Addictions Crisis Centre**

Memorandum from Mayor Bill Mauro dated October 29, 2021 relative to correspondence to The Honourable Christine Elliot, Minister of Health dated October 29, 2021 expressing united support of a Proposed Mental Health & Addictions Crisis Centre to meet the immediate and urgent need in Thunder Bay and Region, for information

#### **Outstanding Item- Temporary Street Closures for Special Events**

Memorandum from Manager - Central Support Matthew Pearson dated November 4, 2021 requesting that the report back date relating to Outstanding Item No. 2009-015-INO-Temporary Street Closures for Special Events be changed from December 6, 2021 to March 7, 2022.

WITH RESPECT to the Memorandum from Matthew Pearson, Manager-Central Support dated November 4, 2021, we recommend that the report back date relating to Outstanding Item No. 2009-015-INO-Temporary Street Closures for Special Events be changed from December 6, 2021 to March 7, 2022.

#### ***OUTSTANDING ITEMS***

##### **Outstanding List for Planning Services as of November 2, 2021**

Memorandum from City Clerk Krista Power dated November 2, 2021 providing the Planning Services Outstanding Items List, for information.

#### ***NEW BUSINESS***

#### ***ADJOURNMENT***



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***MEETING DATE***     11/15/2021 (mm/dd/yyyy)

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***SUBJECT***             Confirmation of Agenda - November 15, 2021 - Committee of the Whole

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***SUMMARY***

Confirmation of Agenda - November 15, 2021 - Committee of the Whole

***RECOMMENDATION***

WITH RESPECT to the November 15, 2021 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

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**MEETING DATE** 11/15/2021 (mm/dd/yyyy)

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**SUBJECT** Annual Poverty Reduction Report

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***SUMMARY***

At the March 29, 2021 Committee of the Whole meeting a motion was passed in support of a funding contribution to the Poverty Reduction Strategy, a community based strategy, coordinated through the Lakehead Social Planning Council, and that representatives of the strategies continue to report back annually on progress in implementing their strategy.

Memorandum from Manager - Community Strategies, Cynthia Olsen dated November 4, 2021 requesting an opportunity to make a presentation relative to the above noted.

Correspondence from Executive Director - Lakehead Social Planning Council Marie Klassen, dated October 26, 2021 requesting to provide a presentation relative to the 2020 Annual Poverty Reduction Report.

***ATTACHMENTS***

1. Memo - C. Olsen - Poverty Reduction Strategy Presentation COW Nov 15, 2021
2. Correspondence - M. Klassen - LSPC - October 26, 2021

## MEMORANDUM

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**TO:** Dana Earle, Deputy City Clerk  
**FROM:** Cynthia Olsen, Manager – Community Strategies  
**DATE:** November 4, 2021  
**RE:** Presentation of Poverty Reduction Strategy Annual Report – Committee of the Whole,  
November 15, 2021

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We request the opportunity at the November 15, 2021, Committee of the Whole meeting for Lakehead Social Planning Council to present the Annual Report for the Poverty Reduction Strategy.

Marie Klassen, Director of Services - Lakehead Social Planning Council, will introduce the presentation by Bonnie Kryswaty, Poverty Reduction Strategy Coordinator.

The Annual Report will be shared with the community will be available to the public through the Lakehead Social Planning website (<https://www.lspc.ca/poverty-reduction-strategy/>).

CC: Marie Klassen, Director of Services – Lakehead Social Planning Council  
Bonnie Kryswaty, Coordinator – Poverty Reduction Strategy

October 26<sup>th</sup>, 2021

Office of the City Clerk  
City Hall, 3<sup>rd</sup> floor  
500 Donald St. East  
Thunder Bay, ON P7E 5V3

Attention: Dana Earle, Deputy City Clerk  
[Dana.Earle@thunderbay.ca](mailto:Dana.Earle@thunderbay.ca)

Dear Ms. Earle,

As lead agency for the local Poverty Reduction Strategy, currently chaired by Councillor Aldo Ruberto and supported by the City of Thunder Bay, the Lakehead Social Planning Council requests a date for a deputation/ presentation to City Council, Committee of the Whole. Ideally we request Monday, November 15<sup>th</sup>, 2021.

Thank you for considering this request. Please confirm available date.


Sincerely,



Marie Klassen  
Executive Director, LSPC | 211 North



A United Way Funded Agency

Community Information and Referral Centre 

Dial  or visit [www.211OntarioNorth.ca](http://www.211OntarioNorth.ca) for Community, Health and Government Information

Charitable Registration No. 10759 0820 RR0001

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***MEETING DATE***     11/15/2021 (mm/dd/yyyy)

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***SUBJECT***             Heritage Advisory Committee Minutes

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***SUMMARY***

Minutes of Meeting 08-2021 of the Heritage Advisory Committee held on September 23, 2021, for information.

***ATTACHMENTS***

1. Heritage Advisory Committee minutes September 23, 2021

**DATE:** THURSDAY, SEPTEMBER 23, 2021 **MEETING NO. 08-2021****TIME:** 5:05 P.M.**PLACE:** VIA MS TEAMS**CHAIR:** ANDREW COTTER**MEMBERS – ELECTRONIC PARTICIPATION:**

Jennifer Bonazzo  
Andrew Cotter, Chair  
Jacob O'Neill  
Diana Pallen  
Heidi Strobl  
Justine Waite  
Douglas Yahn, Vice Chair

**OFFICIALS – ELECTRONIC PARTICIPATION:**

Matt Szybalski, Manager – Archives, Records & Privacy  
Leanne Lavoie, Council & Committee Clerk

**RESOURCE PERSONS – ELECTRONIC PARTICIPATION:**

Laurie Abthorpe, Heritage Researcher  
Dr. Leslie Bode, Cultural Development and Public Art Coordinator  
Louisa Costanzo, Supervisor – Cultural Development & Events  
Jamie Kirychuk, Planner II

**GUESTS – ELECTRONIC PARTICIPATION**

David Binch, Traffic Technologist  
Cory Halvorsen, Manager – Parks & Open Spaces  
Kelvin Jankowski, Contract Coordinator – Construction Services  
Alain Joseph, Policy Analyst  
Robyn Medicine, Community Hub Librarian - Indigenous Relationships Supervisor, Thunder Bay Public Library  
Scotland Morrison, Urban Abbey  
Guy Walter, Landscape Architect

**1.0 LAND ACKNOWLEDGEMENT**

The Chair, Andrew Cotter, acknowledged that we are meeting on the traditional territory of the Ojibwa Anishnaabe people of Fort William First Nation, signatory to the Robinson Superior Treaty of 1850, and recognized the contributions made to our community by the Métis people.

**2.0 DISCLOSURES OF INTEREST**

3.0 AGENDA APPROVAL

MOVED BY: Diana Pallen  
SECONDED BY: Jennifer Bonazzo

WITH RESPECT to the September 23, 2021 Heritage Advisory Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

4.0 PRESENTATIONS

4.1 Urban Abbey

Heritage Property Proposed Alteration Information Form and supporting documents received from Urban Abbey on August 19, 2021, distributed with agenda.

Scotland Morrison provided a presentation relative to renovations to the residential rooms at Urban Abbey, 308 Red River Road, a designated heritage property located in the Waverley Park Heritage Conservation District.

Urban Abbey plans to set up a ten-bed women's shelter in the basement of the Abbey. To complete the shelter, they must install two shower rooms and make plumbing improvements.

Scott Morrison responded to questions.

MOVED BY: Douglas Yahn  
SECONDED BY: Diana Pallen

THAT the Heritage Advisory Committee approves plans for plumbing improvements and two shower room installations in the basement, and upgraded drywall in the residential rooms at Urban Abbey, 308 Red River Road, as presented by Scotland Morrison at the September 23, 2021 committee meeting;

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.

CARRIED

#### 4.2 Whalen Building

Whalen Building Window Traceries Final Report by Kontzamanis Graumann Smith MacMillan Inc. (KGS Group), dated May 13, 2021, distributed separately via email on Friday, August 13, 2021.

Contract Coordinator Kelvin Jankowski advised that repairs are required to window traceries on the 8<sup>th</sup> floor of the Whalen Building. Administration plans to add mesh around the traceries as a temporary, short-term fix to ensure safety until they have a budget to repair the traceries. The long-term intent is to repair and replace the traceries.

Kelvin Jankowski noted that traceries are decorative, not structural. They can be removed for repair and replaced.

A committee member voiced concern about impact to the building's façade. Kelvin Jankowski assured the committee there would be no major impacts. When mesh is removed, the area will be re-mortared with terra cotta mortar to match the façade. It was further noted that the temporary mesh will be virtually unnoticeable when driving past the building, however it might be noticeable when standing directly beside the building, looking up.

MOVED BY: Jennifer Bonazzo  
SECONDED BY: Heidi Strobl

THAT the Heritage Advisory Committee approves the installation of temporary mesh screening over the window traceries at the Whalen Building, 34 Cumberland Street North, as presented by Kelvin Jankowski, Contract Coordinator at the September 23, 2021 committee meeting;

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.

CARRIED

At the request of the Chair, Douglas Yahn assumed the Chair.

#### 4.3 Eye on the Street: Royal Edward Arms, Prince Arthur Hotel

Traffic Technologist David Binch provided an update relative to installation of Eye on the Street cameras at Royal Edward Arms, 114 May Street South, a designated

heritage property and Prince Arthur Hotel, 17 Cumberland Street North, a property listed on the Heritage Register.

It was noted that Report R 36/2021 Eye on the Street Program Renewal was presented to Council and a resolution was passed recommending continuation of the Eye on the Street Program, as well as renewal and upgrade of the network and hardware, and an increase to the number and locations of cameras. Thunder Bay Police Service recommended the best locations for additional cameras, including one at Royal Edward Arms.

There was discussion relative to impact to the building's façade. It was noted that there would be some drilling into back of the building, including a 4-inch conduit to accommodate wiring for upgraded internet, and a smaller hole for camera placement. The location will be the southwest corner of the building with views of George Street and May Street. The camera installation will not distract from heritage features of building. The camera will contribute to the safety and revitalization of the area.

The property owner has given verbal approval of the camera installation.

It was further noted that Prince Arthur Hotel, a property listed on the heritage register, would see an upgrade to its current Eye on the Street camera.

MOVED BY: Jennifer Bonazzo  
SECONDED BY: Jacob O'Neill

THAT the Heritage Advisory Committee approves installation of an Eye on the Street camera and associated wiring at Royal Edward Arms, 114 May Street South, as presented by David Binch, Traffic Technologist at the September 23, 2021 committee meeting;

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.

CARRIED

#### 4.4 Centennial Botanical Conservatory

Landscape Architect Guy Walter provided an update, for information, on the renewal plan for Centennial Botanical Conservatory, 1601 Dease Street West, a property listed on the Heritage Register.

Guy Walter provided information relative to replacement of the production greenhouses, which are at end-of-life, and improvements to the annex area. Plans include demolition of the current production greenhouses in July 2022, and construction of the new production greenhouses to be complete in December 2022. Following construction of the production greenhouses, Administration plans to move forward with re-glazing of the Conservatory.

It was noted that the production greenhouses are not included in the listing on the heritage register. They are adjacent to the Conservatory building, which is the listed building.

#### 4.5 Brodie Resource Library

Community Hub Librarian & Indigenous Relationships Supervisor Robyn Medicine, Thunder Bay Public Library provided information relative to a proposed painted mural on the south side of the Brodie Resource Library building, 216 Brodie Street South, a designated heritage building.

Robyn Medicine informed the committee that Thunder Bay Public Library was a successful recipient of the Canada Heritage Fund to Commemorate the History and Legacy of Residential Schools. Robyn Medicine further informed that the Stories of Anishinaabe Resilience (SOAR) project is a multi-faceted project that aims to increase awareness and commemorate the history and legacy of St. Joseph's Residential School, while honouring the survivors, their families, and communities. The proposed mural would be part of the SOAR program. The large outdoor mural would be approximately 16.5 feet wide by 9 feet tall, painted on wood or canvas, and installed on an exterior wall of the newer section of Brodie Resource Library, facing Arthur Street.

There was discussion to potentially including a plaque to accompany the piece.

There was discussion relative to adding the mural to the Thunder Bay South Core historical walking tour.

MOVED BY: Justine Waite  
SECONDED BY: Jennifer Bonazzo

THAT the Heritage Advisory Committee approves installation of a painted mural to commemorate the history and legacy of residential schools, on the south side of the Brodie Resource Library building, 216 Brodie Street South, as presented by Robyn Medicine at the September 23, 2021 committee meeting;

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.

CARRIED

5.0 CONFIRMATION OF PREVIOUS MINUTES

The Minutes of the Heritage Advisory Committee Meeting 07-2021 held on August 26, 2021 to be confirmed.

MOVED BY: Diana Pallen  
SECONDED BY: Jennifer Bonazzo

THAT the Minutes of Meeting 07-2021 held on August 26, 2021 be confirmed.

CARRIED

6.0 VICKERS PARK CULTURAL HERITAGE EVALUATION REPORT

Manager – Archives, Records & Privacy Matt Szybalski advised the committee that Parks & Open Spaces Administration will be updated some elements of Vickers Park, and they are considering ways to acknowledge the Indigenous history of the park, in addition to the built history.

There was discussion relative to consulting with the Indigenous community, and updating the heritage evaluation report to include the Indigenous history of the park. It was noted that the property was originally heavily wooded, and information about plantings that occurred when the park was developed is detailed in committee minutes from the 1910s, which are available in the City Archives.

Policy Analyst Alain Joseph noted that Vickers Park provides an excellent opportunity for Indigenous placemaking and advised that discussions are ongoing with Landscape Architect Guy Walter and Supervisor – Parks & Open Space Planning Werner Schwar relative to indigenizing public spaces, including the park. It was noted that one option is to include plants that are native to the region, including traditional medicinal plants, rather than European plants that were planted by settlers. Justine Waite noted that there might be an opportunity to offer an Elders landwalk for the public, an outdoor walk to teach people about medicinal plants in the park.

Alain Joseph further noted that a ceremonial tree planting would be taking place at Vickers Park on Thursday, September 20, 2021 at 10 a.m. and committee members were encouraged to attend.

## 7.0 POTENTIAL ADDITION TO HERITAGE REGISTER

Document entitled 2021/2022 Proposed Property Additions – Thunder Bay Municipal Heritage Register distributed separately via email on Thursday, September 23, 2021.

Heritage Researcher Laurie Abthorpe provided an overview of the above-noted document, which listed twelve properties chosen by committee members as potential additions to the City of Thunder Bay Heritage Register over the next twelve months.

It was the consensus of committee to invite property owners to attend upcoming meetings to discuss potential addition to the Register. Property owners will be invited in groups of up to three, starting with the following four properties:

- Doctor's Cottage - 281 Ray Court
- McKellar (Donald) Residence – 400 Vickers Street South
- McKellar (Katie) Residence – 410 Vickers Street South
- Young Residence (Selkirk Manor) – 405 Selkirk Street South

## 8.0 HERITAGE TAX INCENTIVE PROGRAM

Planner II Jamie Kirychuk advised that a memo from the Chair would be presented to Committee of the Whole on October 25, 2021, recommending that Council consider the development and implementation of a Heritage Tax Incentive Program for heritage property owners.

## 9.0 ARCHAEOLOGICAL MANAGEMENT PLAN

Planner II Jamie Kirychuk advised that an update relative to the above noted would be provided at the October committee meeting.

## 10.0 CHIPPEWA PARK CAROUSEL

Jennifer Bonazzo provided an update relative to the Carousel Restoration Committee.

Over two thousand functioning and non-functioning pieces of the carousel have been inventoried and are being reviewed to determine how they can be used. Items will be documented and photographed, and some will be used in a museum.

#### 11.0 HERITAGE PROPERTY ANNIVERSARY CELEBRATION

Heritage Researcher Laurie Abthorpe provided an update on plans for a celebration to honour heritage properties with milestone anniversaries in 2020 and 2021.

Manager – Archives, Records & Privacy Matt Szybalski will consult with City Clerk Krista Power and Corporate Communications to determine whether an outdoor, in-person event is feasible for early November. Committee members were invited to volunteer to assist with event planning if an in-person event moves forward.

Laurie Abthorpe noted that the 150<sup>th</sup> anniversary of Waverley Park would be featured in the November edition of the Walleye.

#### 12.0 HERITAGE RESEARCHER UPDATE

Heritage Researcher Laurie Abthorpe provided an update relative to the above-noted, including the following:

- Summer Archives Assistant Bryson Irvine's work is complete, including updated, comprehensive City website write-ups for all designated heritage properties and forty-two of the forty-nine listed properties.
- Doors Open 2020 presentation to Council will be made at the September 27, 2021 Committee of the Whole meeting.
- Diana Pallen and Laurie Abthorpe will walk the Bay and Algoma neighbourhood and take new photographs of properties to be included in a Bay and Algoma walking tour, which is in development.
- Women's History Month exhibit will be launched via video in October, featuring five new inductees.
- An email was received from a citizen relative to a property on the Vickers Park Neighbourhood walking tour, recommending that a letter be sent to property owners, congratulating them on their work renovating their garage to match the character of their home.

#### 13.0 NEW BUSINESS

##### 13.1 Doors Open Thunder Bay 2022

Heritage Researcher Laurie Abthorpe provided a presentation relative to Doors Open Thunder Bay 2022. The theme for 2022 is Agriculture. Laurie Abthorpe asked the committee to consider community partnerships with Neebing and Oliver Paipoonge.

A Doors Open 2022 sub-committee of HAC members will include Andrew Cotter, Douglas Yahn, Diana Pallen, Jennifer Bonazzo and Laurie Abthorpe.

14.0 NEXT MEETING DATE

The next meeting is scheduled for Thursday, October 28, 2021 at 5:00 p.m. via MS Teams.

15.0 ADJOURNMENT

The meeting was adjourned at 7:57 p.m.

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***MEETING DATE***     11/15/2021 (mm/dd/yyyy)

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***SUBJECT***             Lakehead Region Conservation Authority Minutes

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***SUMMARY***

Minutes of Meetings 7/2021 and 8/2021 of the Lakehead Region Conservation Authority Committee held on August 25, and September 29, 2021 respectively, for information.

***ATTACHMENTS***

1 LRCA minutes August 25 2021  
2 LRCA minutes September 29 2021



# LAKEHEAD REGION

## CONSERVATION AUTHORITY

Minutes of the Seventh Regular Meeting of the Lakehead Region Conservation Authority held on Wednesday, August 25, 2021, via Microsoft Teams. The Chair called the Meeting to order at 4:30 p.m.

**PRESENT:** Donna Blunt, Chair  
Grant Arnold, Vice-Chair  
Joel Brown  
Rudy Buitenhuis  
Erwin Butikofer  
Andrew Foulds  
Andrea Goold  
Umed Panu  
Allan Vis

**REGRETS:** Trevor Giertuga  
Jim Vezina

**ALSO  
PRESENT:** Tammy Cook, Chief Administrative Officer  
Mark Ambrose, Finance Manager  
Gail Willis, Watershed Manager  
Ryne Gilliam, Lands Manager  
Ryan Mackett, Communications Manager  
Melanie O'Riley Receptionist/Admin Clerk, recorder of Minutes

### **1. ADOPTION OF AGENDA**

Resolution #84/21

Moved by Grant Arnold, Seconded by Joel Brown

*"THAT: the Agenda be adopted as published."* **CARRIED.**

### **2. DISCLOSURE OF INTEREST**

None.

### **3. MINUTES OF PREVIOUS MEETING**

Resolution #85/21

Moved by Rudy Buitenhuis, Seconded by Erwin Butikofer

***"THAT: the Minutes of the Lakehead Region Conservation Authority Sixth Regular Meeting held on Wednesday, June 23, 2021, are adopted as published." CARRIED.***

Resolution #86/21

Moved by Andrew Foulds, Seconded by Grant Arnold

***"THAT: the Minutes of the Lakehead Region Conservation Authority First Special Meeting held on Wednesday, July 14, 2021, are adopted as published." CARRIED.***

### **4. IN-CAMERA AGENDA**

An In-Camera meeting was not held.

### **5. BUSINESS ARISING FROM PREVIOUS MINUTES**

None.

### **6. CORRESPONDENCE**

None.

### **7. STAFF REPORTS**

Members reviewed and discussed Staff Report ENVEDU-01-2021: LRCA Environmental Education Program 2020/21 School Year Summary.

Resolution #87/21

Moved by Andrea Goold, Seconded by Umed Panu

***"THAT: Staff Report ENVEDU-01-2021 be received for information." CARRIED.***

Members reviewed and discussed Staff Report CONAREA-01-2021 summarizing the 2020 Traffic Counter Report.

Resolution #88/21

Moved by Joel Brown, Seconded by Allan Vis

***"THAT: Staff Report CONAREA-01-2021 be received AND FURTHER THAT the recommendations contained therein be endorsed."*** **CARRIED**

**8. CHIEF ADMINISTRATIVE OFFICER REPORT**

Members were provided with the monthly Treasurer's Report for June and July's Administration and Capital.

Members reviewed and discussed Staff Report CORP-10-2021 related to a request from EOS Positioning Systems to install a base station at the LRCA Administrative Office.

Resolution #89/21

Moved by Joel Brown, Seconded by Grant Arnold

***"THAT: the CAO and Chair are authorized to enter into an Agreement with EOS Positioning Systems to host an RTK Base Station."*** **CARRIED.**

Members reviewed and discussed the 2022 Draft LRCA Budget. It was noted that the 2022 Current Value Assessment (CVA) numbers had not been provided from the MECP at the time of writing.

Member were requested to advise if their Township/Municipality would like a visit to a Council Meeting during September/October related to the 2022 Draft Budget.

The final 2022 budget will be presented to the Board at the November Meeting for approval.

**9. PASSING OF ACCOUNTS**

Resolution #90/21

Moved by Erwin Butikofer, Seconded by Rudy Buitenhuis

***"THAT: having examined the accounts for the period of June 1, 2021 to June 30, 2021 cheque #2296 to #2325 for \$62,609.88 and preauthorized payments of \$117,935.23 for a total of \$180,545.11 we approve their payment."*** **CARRIED.**

Resolution #91/21

Moved by Andrea Goold, Seconded by Andrew Foulds

*"THAT: having examined the accounts for the period of July 1, 2021 to July 31, 2021 cheque #2326 to #2356 for \$72,026.30 and preauthorized payments of \$102,053.35 for a total of \$174,079.65, we approve their payment." CARRIED.*

#### **10. REGULATORY ROLE**

Members were provided with the Plan Input and Review Summary for the Period of June to August 18, 2021 and a summary of Section 28 Permits issued in 2021 to date.

#### **11. PROJECTS UPDATE**

It was noted that both the Hazelwood Lake Family Fun Day and the Silver Harbour Day were cancelled due to COVID-19.

Members were provided with a list of programs that the LRCA will be hosting as part of the TD Friends of the Environment Fund Watershed Explorer and Junior Explorer programs.

It was noted that the LRCA will be conducting two paid programs for the Girl Guides this fall, tentatively scheduled for Saturday, October 16 and Saturday, November 6.

It was noted that the LRCA will be conducting two paid programs for the Alzheimer Society, tentatively scheduled for Thursday, October 14 and Thursday, October 21.

It was noted the LRCA's five health and safety topics as part of the 2020/21 WSIB Health and Safety Excellence Program have been validated, and that the LRCA received the full allowable rebate of \$5,000.00.

Members were advised that staff have received approval for funding from Environment and Climate Change Canada (ECCC) through the Great Lakes Protection Initiative fund (Thunder Bay Area of Concern) in the amount of \$47,480, including HST, to restore the riparian habitat at the Mountdale Boat Launch and \$66,700 including HST for wildlife habitat restoration along the Neebing-McIntyre Floodway corridor.

It was noted that the LRCA's Mission Marsh Shoreline Restoration project which was funded through a transfer payment agreement with the Ministry of Natural Resources and Forestry was completed to restore and stabilize the shoreline and create a naturalized vegetated buffer zone between the waters edge and the parking lot.

It was noted that the Lake Superior water level continues to be above average.

Members were advised that staff declared a Level I Low Water Condition on July 29, 2021 based on the observed low flow conditions in area streams.

It was noted that Tom Jones Corporation commenced repair work on the Hazelwood Lake Dam on Tuesday, August 17, 2021.

#### **12. NEW BUSINESS**

Members were advised that the LRCA Administrative Office will be used as a polling station for the Federal Election on September 20, 2021.

**13. NEXT MEETING**

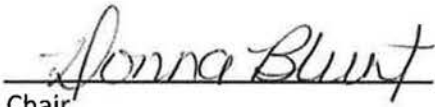
Wednesday, September 29, 2021, at 4:30 p.m.

**14. ADJOURNMENT**

Resolution #92/21

Moved by Umed Panu, Seconded by Allan Vis

***"THAT: the time being 5:13 p.m. AND FURTHER THAT there being no further business we adjourn." CARRIED.***

  
Chair

  
Chief Administrative Officer



# LAKEHEAD REGION

## CONSERVATION AUTHORITY

Minutes of the Eighth Regular Meeting of the Lakehead Region Conservation Authority held on Wednesday, September 29, 2021, via Microsoft Teams. The Chair called the Meeting to order at 4:30 p.m.

**PRESENT:** Donna Blunt, Chair  
Grant Arnold, Vice-Chair  
Joel Brown  
Rudy Buitenhuis  
Andrew Foulds  
Trevor Giertuga  
Andrea Goold  
Umed Panu  
Allan Vis

**REGRETS:** Erwin Butikofer  
Jim Vezina

**ALSO**

**PRESENT:** Tammy Cook, Chief Administrative Officer  
Mark Ambrose, Finance Manager  
Gail Willis, Watershed Manager  
Ryne Gilliam, Lands Manager  
Ryan Mackett, Communications Manager  
Melanie O'Riley Receptionist/Admin Clerk, recorder of Minutes

**1. ADOPTION OF AGENDA**

Resolution #93/21

Moved by Grant Arnold, Seconded by Joel Brown

***"THAT: the Agenda be adopted as published." CARRIED.***

**2. DISCLOSURE OF INTEREST**

None.

**3. MINUTES OF PREVIOUS MEETING**

Resolution #94/21

Moved by Allan Vis, Seconded by Umed Panu

***"THAT: the Minutes of the Lakehead Region Conservation Authority Seventh Regular Meeting held on Wednesday, August 25, 2021 be adopted as published." CARRIED.***

**4. IN-CAMERA AGENDA**

An In-Camera meeting was not held.

**5. BUSINESS ARISING FROM PREVIOUS MINUTES**

**(a) File: Draft 2022 Budget**

Members were advised that the LRCA received the 2022 Current Value Assessment (CVA) numbers after the presentation of the draft budget in August and were provided with an updated Draft Budget Summary illustrating the impact to each Member Municipalities municipal levy.

**6. CORRESPONDENCE**

None.

**7. STAFF REPORTS**

Members reviewed and discussed the Staff Report related to the 2021 Hazelwood Lake Bacteriological Water Quality Report.

Resolution #95/21

Moved by Rudy Buitenhuis, Seconded by Andrew Foulds

***"THAT: the Staff Report WM-01-2021 be received AND FURTHER THAT the recommendations contained therein are endorsed." CARRIED.***

Members reviewed and discussed Staff Report LM-06-2021 related to a change to the contract price for the repairs to the Hazelwood Lake Dam.

Resolution #96/21

Moved by Andrea Goold, Seconded by Umed Panu

***"THAT: Change Order #01 for additional concrete repairs on the Hazelwood Lake Dam by Tom Jones Corporation for the amount of \$55,318.93 plus HST be approved AND FURTHER THAT funds will be appropriated from the Conservation Areas Major Maintenance Capital Reserve for the project." CARRIED.***

**8. CHIEF ADMINISTRATIVE OFFICER REPORT**

Members were provided with the monthly Treasurer's Report for August's Administration and Capital.

Members reviewed and discussed Staff Report POLICY-PP-08-2021 related to amending the Statutory Holiday Policy to recognize September 30 as the National Day for Truth and Reconciliation.

Resolution #97/21

Moved by Andrew Foulds, Seconded by Grant Arnold

***"THAT: Personnel Policy PP-08: Statutory Holidays be amended to recognize September 30 as the National Day for Truth and Reconciliation." CARRIED.***

**9. PASSING OF ACCOUNTS**

Resolution #98/21

Moved by Rudy Buitenhuis, Seconded by Allan Vis

***"THAT: having examined the accounts for the period of August 1, 2021 to August 31, 2021 cheque #2357 to #2395 for \$27,070.50 and preauthorized payments of \$5,097,993.95 for a total of \$5,125,064.45, we approve their payment." CARRIED.***

**10. REGULATORY ROLE**

Members were provided with the Plan Input and Review Summary for the Period of August to September 22, 2021 a summary of Section 28 Permits issued in 2021 to date.

**11. PROJECTS UPDATE**

It was noted that Lake Superior water levels have declined (due to dry conditions) and reached the long-term average for the first time since April 2014.

It was noted that the Lakehead Region Conservation Authority declared a Level II Low Water Condition on September 2, 2021.

Members were advised that a film crew from Toronto was granted permission to film background special effects shots at MacKenzie Point Conservation Area on September 22, 2021. The footage was shot for season three of the Apple TV+ original series 'SEE'.

It was noted that approximately 30 metres of shoreline was restored and stabilized at the Mission Island Marsh Conservation Area by Serafini's General Contracting, LRCA staff, and the United Way of Thunder Bay volunteers. The Mission Marsh Shoreline Restoration project was funded through a transfer payment agreement with the Ministry of Natural Resources and Forestry.

It was noted that on October 7<sup>th</sup> and 8<sup>th</sup>, LRCA staff will host a volunteer day planting event at Fisherman's Park West to restore the park to a naturalized condition by planting native trees, shrubs, and perennials. Once planted, LRCA staff will be hosting outdoor classroom events in partnership with Lakehead University and Confederation College to educate how re-naturalization in urban areas can alleviate the impacts of climate change.

It was noted that on October 1<sup>st</sup>, LRCA staff will host a community meeting and site tour of the Mountdale/Nestle Boat Launch to introduce the project and discuss the proposed riparian habitat restoration and stormwater management using green infrastructure. The project is being funded by Environment and Climate Change Canada.

## **12. NEW BUSINESS**

It was noted that Courtney Jackson had been hired as the new Education Co-ordinator.

## **13. NEXT MEETING**

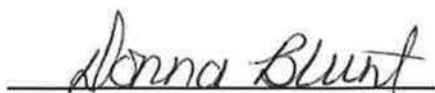
Wednesday, October 27, 2021, at 4:30 p.m. via Microsoft Teams.

## **14. AJOURNMENT**

Resolution #99/21

Moved by Andrew Foulds, Seconded by Joel Brown

***"THAT: the time being 5:16 p.m. AND FURTHER THAT there being no further business we adjourn." CARRIED.***

  
Chair

  
Chief Administrative Officer



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**MEETING DATE**     11/15/2021 (mm/dd/yyyy)

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**SUBJECT**             Parking Authority Board Minutes

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***SUMMARY***

Minutes of Meeting 09-2021 of the Parking Authority Board held on September 14, 2021 for information.

***ATTACHMENTS***

1 PAB minutes September 14 2021

# **Minutes of Meeting**

## **Parking Authority Board**

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**MEETING #:** 09  
**DATE:** September 14, 2021  
**TIME:** 10:00 AM  
**PLACE:** MS Teams  
**CHAIR:** Chris Krumpholz, Member

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**ATTENDEES:** Frances Larizza, Member  
Brian Hamilton, Member  
Karen Lewis, GM – Development & Emergency Services  
Doug Vincent, Manager – Licensing & Enforcement  
Jonathan Paske, Supervisor – Parking Authority  
Kara Pratt – Waterfront BIA Representative

**REGRETS:**

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### **1. Confirmation of Agenda**

Moved by Frances Larizza, seconded by Brian Hamilton.

“With respect to the September 14, 2021 Parking Authority Board meeting, it is recommended that the agenda as printed, including any additional information and new business, be confirmed.”

CARRIED

### **2. Minutes of August 10, 2021 Meeting**

Moved by Frances Larizza, seconded by Brian Hamilton.

“That the minutes of the Parking Authority Board meeting held August 10, 2021 be approved.”

CARRIED

### **3. Outstanding Items**

The agreement for Parking Management Solutions (mobile parking purchase app, ticket management system, and online payments) with Passport has been signed by all parties. A kick-off meeting will be scheduled shortly with Passport’s implementation team and the City’s representatives.

The two parkade capital rehabilitation projects are underway.

#### 4. **Financial Statement**

The financial statement indicates revenues are approximately 30% (\$609,600) below budget due to COVID lockdowns this year and expenses are approximately 11% (\$186,300) below budget.

#### 5. **Proposed 2022 Capital and Operating Budgets**

Members were provided the proposed 2022 capital and operating budgets for information. The proposed operating budget indicates a \$492,000 deficit due to possible continued effects of COVID causing reduced revenues. The proposed capital projects include:

- Parking Meters - \$20,000
- Waterfront Parkade Rehabilitation - \$255,000
- Victoriaville Parkade Rehabilitation - \$212,000
- Vehicle Replacement - \$55,000
- Parkade Operating Equipment Replacement - \$245,000

#### 6. **Motion to Divest Parkades**

Members were provided a memo from Councillor Ruberto (August 26, 2021) directing Administration to divest the City of both parkade structures. Board members do not support the divestiture of the parkades. Members suggest stakeholders be consulted and encouraged to make deputations to Council.

Moved by Frances Larizza and seconded by Brian Hamilton.

“That the Parking Authority Board Chair submit a memo or deputation to Council indicating it does not support the divestiture of the parkades at this time and that stakeholder consultation is required.”

CARRIED

#### 7. **New Business**

A question was asked if the new multi-space parking pay machines installed in the downtown north core give notice to parkers that payment isn't required outside of meter operating times. Parking Authority will investigate.

8. **Next Meeting**

The next meeting will be October 12, 2021 at 10:00 AM via MS Teams.

Moved by Frances Larizza, seconded by Brian Hamilton.

“That the September 14, 2021 Parking Authority Board meeting be adjourned.”

Meeting adjourned at 11:30 AM.

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***MEETING DATE***      11/15/2021 (mm/dd/yyyy)

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***SUBJECT***              Committee of Adjustment Minutes

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***SUMMARY***

Minutes of Meetings 05-2021 and 09-2021 Committee of Adjustment held on May 19, 2021 and September 29, 2021 respectively, for information.

***ATTACHMENTS***

1. Committee Of Adjustment minutes May 19, 2021
2. Committee Of Adjustment minutes September 29, 2021

May 19, 2021



## COMMITTEE OF ADJUSTMENT

DATE May 19, 2021

MEETING NO. 05-21

TIME 2:00 p.m.

PLACE S.H. Blake Memorial Auditorium Electronic Participation using MS teams

CHAIR: Mr. K. DesRosiers, present

Chair DesRosiers did a roll call of Committee members and administration. The attendance was recorded.

Mr. A. Petersen, electronic participation	M. Pepe, Acting Secretary-Treasurer, present
Mr. N. Roy, electronic participation	R. Dunham, Planning Technician Intern, present
Dr. R. Togman, electronic participation	J. Kirychuk, Planner II, electronic participation
Mr. M. Pascuzzo, electronic participation	J. Fazio, Planner II, electronic participation
	D. Lopes, Senior Planner, electronic participation
	D. Smith, Eng & Operations, electronic participation
	D. McCloskey, Supervisor of Planning, Observer

ABSENT: Joe Talarico

Chair DesRosiers outlined the procedure which the Committee would follow in dealing with an application.

DISCLOSURE OF INTEREST: Andreas Petersen for A-25-2021, A-17-2021, B-18-2021, A-19-2021, B-20-2021, A-23-2021, B-24-2021, B-14-2021, Business Dealings.

## APPLICATIONS

The Acting Secretary-Treasurer read out the Notices of Hearing and submitted the list of relevant documents to the Committee for its consideration. She also filed, with the Committee, her

May 19, 2021

affidavit pertaining to Notices of Hearing and the list of relevant persons to whom such notices were sent.

The Committee members received and considered all written comments received prior to the hearing.

1. Application A-15-2021 Applicant: David Sertic, 380 McBean Street

Mr. David Sertic participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Mr. Sertic provided a brief overview of the proposal.

Correspondence was received and read, indicating no objections or concerns from Building Services, Synergy North, Realty Services, Parks and Open Spaces, and TBayTel.

Correspondence was received and read, indication no objections or concerns from Enbridge Gas with comments, and Engineering and Operations Division with comments. Correspondence was received from a member of the public being Bill and Karen Covello, in support of the proposal.

Mr. Decio Lopes, Senior Planner, Planning Services Division supported the application, and offers no objections or conditions.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair polled the members for questions. There were no questions from the members.

The Chair asked the members for a vote as to the approval of the application. A recorded vote was taken. Chair DesRosiers, Mr. Petersen, Mr. Roy, Dr. Togman and Mr. Pascuzzo were in favour.

“TAKE NOTICE THAT the Committee of Adjustment has made a decision on the following application:

To gain relief from the Zoning By-law, as set forth in the application and described in the table below:

Section 5.3.2(a)	Increase the maximum Lot Coverage of all Accessory Buildings to <b>15.6%</b> from 15%
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May 19, 2021

Section 5.3.2(b)(v)	Increase the maximum permitted Gross Floor Area of Accessory Buildings to <b>110 square metres</b> from 100 square metres.
Section 5.3.3(a)(iii)	Increase the maximum permitted Wall Height of an Accessory Building to <b>3.85 metres</b> from 3.2 metres
Section 5.3.3(a)(iii)	Increase the maximum permitted Height of an Accessory Building to <b>5.6 metres</b> from 4.6 metres

The property is municipally known as 380 McBean Street and is described as **PLAN 424 LOT 50 TO 51.**

Be approved;”

The majority of the members have supported the approval of this application, as set forth in its decision.

All comments received were considered as part of the Committee’s decision making process. The Committee approved this application because it was their opinion that the variances requested were minor in nature, were desirable for the appropriate use and development of the subject lands, and were within the intent and purpose of the Zoning By-law and Official Plan.

2. Application A-16-2021 Applicants: 1852183 Ontario Inc. & Miller Randall Agent: Juan Anderson, 52 Ontario Street

Mr. Juan Anderson participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Mr. Anderson provided a brief overview of the proposal and confirmed the dwelling does currently have 2 units that have been in existence since 1970’s.

Correspondence was received and read, indicating no objections or concerns from Synergy North, Engineering and Operations Division, Realty Services, Parks and Open Spaces, TBayTel, Ministry of Transportation and Building Services Division with comments.

Ms. Jillian Fazio, Planner II, Planning Services Division supported the application, and offers no objections or conditions.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

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The Chair polled the members for questions. A discussion took place to confirm if the second dwelling was a legal unit.

The Chair asked the members for a vote as to the approval of the application. A recorded vote was taken. Chair DesRosiers, Mr. Petersen, Mr. Roy, Dr. Togman and Mr. Pascuzzo were in favour.

“TAKE NOTICE THAT the Committee of Adjustment has made a decision on the following application:

To gain relief from the Zoning By-law, as set forth in the application and described in the table below:

Section 4.1	Definition of “CONVERTED DWELLING” - Part (b)  Reduce the minimum Gross Floor Area to <b>138 square metres</b> from 140 square metres
Table 9.2.1	Reduce minimum Required Lot Frontage for a Converted Dwelling with 3 or more Dwelling Units to <b>10.0 metres</b> from 15.0 metres
Table 9.2.1	Reduce the minimum Required Lot Area for a Converted Dwelling with 3 Dwelling Units to <b>376 square metres</b> from 450 square metres

The property is municipally known as 52 Ontario Street and is described as **PLAN 122 BLOCK A LOT 1**.

Be approved;”

The majority of the members have supported the approval of this application, as set forth in its decision.

All comments received were considered as part of the Committee’s decision making process. The Committee approved this application because it was their opinion that the variances requested were minor in nature, were desirable for the appropriate use and development of the subject lands, and were within the intent and purpose of the Zoning By-law and Official Plan.

Mr. Petersen has exited the hearing due to Disclosure of Interest to the remainder of the applications, being A-25-2021, A-17-2021, B-18-2021, A-19-2021, B-20-2021, A-23-2021, B-24-2021, B-14-2021.

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3. Application A-25-2021 Applicants: Ryan and Gabrielle Ranta, 1191 Balsam Street

Mr. Ryan Ranta participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Mr. Ranta provided a brief overview of the proposal.

Correspondence was received and read, indicating no objections or concerns from Building Services, Engineering and Operations, Parks and Open Spaces, Realty Services Division, TBayTel, Lakehead Region Conservation Authority, Ministry of Transportation and Synergy North with comments.

Ms. Jillian Fazio, Planner II, Planning Services Division supported the application, and offers no objections or conditions.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair polled the members for questions. There were no questions from the members.

The Chair asked the members for a vote as to the approval of the application. A recorded vote was taken. Chair DesRosiers, Mr. Roy, Dr. Togman and Mr. Pascuzzo were in favour.

“TAKE NOTICE THAT the Committee of Adjustment has made a decision on the following application:

To gain relief from the Zoning By-law, as set forth in the application and described in the table below:

Section 5.3.2(b)(i)	Increase the maximum Gross Floor Area of Accessory Buildings in RU1 Zone to <b>248 square metres</b> from 200 square metres.
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The property is municipally known as 1191 Balsam Street and is described as **MCI E PT SEC 20 PT MIN LOC 22A & RP 55R 9143 PART 1.**

Be approved;”

The majority of the members have supported the approval of this application, as set forth in its decision.

All comments received were considered as part of the Committee’s decision making process. The Committee approved this application because it was their opinion that the variances

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requested were minor in nature, were desirable for the appropriate use and development of the subject lands, and were within the intent and purpose of the Zoning By-law and Official Plan.

4. Application A-17-2021 Applicant: Shore Bay Estates Ltd. Agent: Stefan Huzan, Northern Planning, 500-502 Churchill Drive West

Mr. Stefan Huzan participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Mr. Huzan had no additional comments to add to the proposal.

Correspondence was received and read, indicating no objections or concerns from Synergy North, Engineering and Operations Division, Realty Services, Parks and Open Spaces, TBayTel, Bell Canada, and Ministry of Transportation.

Mr. Jamie Kirychuk, Planner II, Planning Services Division supported the application, and offers no objections with one condition.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair polled the members for questions. There were no questions from the members.

The Chair asked the members for a vote as to the approval of the application. A recorded vote was taken. Chair DesRosiers, Mr. Roy, Dr. Togman and Mr. Pascuzzo were in favour.

“TAKE NOTICE THAT the Committee of Adjustment has made a decision on the following application:

To gain relief from the Zoning By-law, as set forth in the application and described in the table below:

<b>Severed Lot Only</b>	
Table 5.15.9	Reduce the minimum number of Parking Spaces required for a Semi-Detached Dwelling to <b>1 parking space per Dwelling Unit</b> from 1.5 parking spaces per Dwelling Unit
Table 10.2.1	Reduce the minimum Required Lot Frontage for a Semi-Detached Dwelling to <b>7.8 metres</b> from 9.0 metres

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Table 10.2.1	Reduce the minimum Required Interior Side Yard without an attached garage for a Semi-Detached Dwelling to <b>1.7 metres</b> from 3.0 metres
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The property is municipally known as 500 & 502 Churchill Drive, West and is described as **PLAN M280 LOT 3.**

Be approved;”

The majority of the members have supported the approval of this application, as set forth in its decision.

All comments received were considered as part of the Committee’s decision making process. The Committee approved this application because it was their opinion that the variances requested were minor in nature, were desirable for the appropriate use and development of the subject lands, and were within the intent and purpose of the Zoning By-law and Official Plan.

5. Application B-18-2021    Applicant: Shore Bay Estates Ltd.    Agent: Stefan Huzan, Northern Planning,    500-502 Churchill Drive West

Mr. Stefan Huzan participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Mr. Huzan had no additional comments to add to the proposal.

Correspondence was received and read, indicating no objections or concerns from Engineering and Operations Division, Realty Services, Parks and Open Spaces, TBayTel, Bell Canada, and Ministry of Transportation.

Correspondence was received and read, indication no objections with conditions from Building Services with condition, Enbridge Gas with condition, and Synergy North with condition.

Mr. Jamie Kirychuk, Planner II, Planning Services Division supported the application, and offers no objections, with conditions.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair polled the members for questions. There were no questions from the members.

The Chair asked the members for a vote as to the approval of this application. A recorded vote was taken. Chair DesRosiers, Mr. Roy, Dr. Togman and Mr. Pazcuzzo were in favour.

May 19, 2021

“TAKE NOTICE THAT the Committee of Adjustment has made a decision on the following application.

The severance and conveyance of a single unit component of a Semi-Detached Dwelling. The severed portion, being 502 Churchill Drive West, will have a Lot Frontage of 7.88 metres, a Lot Depth of 35.6 metres and a Lot Area of 280 square metres. The retained parcel, being 500 Churchill Drive West, will have a Lot Frontage of 9.8 metres, a Lot Depth of 35.6 metres and a Lot Area of approx. 349 square metres, as set forth in the application. Each parcel will contain one Dwelling Unit.

The property is municipally known as 500 & 502 Churchill Drive, West and is described as **PLAN M280 LOT 3.**

Be approved;”

The majority of the members have supported the approval of this application, as set forth in its decision.

All comments received were considered as part the Committee’s decision making process. The Committee approved this application because the parcels of land being created would conform to the requirements of the Zoning By-law and the Official Plan, and because it was their opinion that proper and orderly development could be achieved without requiring a Plan of Subdivision.

6. Application A-19-2021 Applicant: Shore Bay Estates Ltd. Agent: Stefan Huzan, Northern Planning, 504-506 Churchill Drive West

Mr. Stefan Huzan participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Mr. Huzan had no additional comments to add to the proposal.

Correspondence was received and read, indicating no objections or concerns from Synergy North, Engineering and Operations Division, Realty Services, Parks and Open Spaces, TBayTel, Bell Canada, and Ministry of Transportation.

Mr. Jamie Kirychuk, Planner II, Planning Services Division supported the application, and offers no objections with one condition.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

May 19, 2021

The Chair polled the members for questions. There were no questions from the members.

The Chair asked the members for a vote as to the approval of the application. A recorded vote was taken. Chair DesRosiers, Mr. Roy, Dr. Togman and Mr. Pascuzzo were in favour.

“TAKE NOTICE THAT the Committee of Adjustment has made a decision on the following application:

To gain relief from the Zoning By-law, as set forth in the application and described in the table below:

Table 5.15.9	Reduce the minimum number of Parking Spaces required for a Semi-Detached Dwelling to <b>1 parking space per Dwelling Unit</b> from 1.5 parking spaces per Dwelling Unit
Table 10.2.1	Reduce the minimum Required Lot Frontage for a Semi-Detached Dwelling to <b>7.8 metres</b> from 9.0 metres
Table 10.2.1	Reduce the minimum Required Interior Side Yard without an attached garage for a Semi-Detached Dwelling to <b>1.7 metres</b> from 3.0 metres

The property is municipally known as 504 & 506 Churchill Drive, West and is described as **PLAN M280 LOT 2.**

Be approved;”

The majority of the members have supported the approval of this application, as set forth in its decision.

All comments received were considered as part of the Committee’s decision making process. The Committee approved this application because it was their opinion that the variances requested were minor in nature, were desirable for the appropriate use and development of the subject lands, and were within the intent and purpose of the Zoning By-law and Official Plan.

7. Application B-20-2021 Applicant: Shore Bay Estates Ltd. Agent: Stefan Huzan, Northern Planning, 504-506 Churchill Drive West

Mr. Stefan Huzan participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Mr. Huzan had no additional comments to add to the proposal.

May 19, 2021

Correspondence was received and read, indicating no objections or concerns from Engineering and Operations Division, Realty Services, Parks and Open Spaces, TBayTel, Bell Canada, and Ministry of Transportation.

Correspondence was received and read, indication no objections with conditions from Building Services with condition, Enbridge Gas with condition, and Synergy North with condition.

Mr. Jamie Kirychuk, Planner II, Planning Services Division supported the application, and offers no objections, with conditions.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair polled the members for questions. There were no questions from the members.

The Chair asked the members for a vote as to the approval of this application. A recorded vote was taken. Chair DesRosiers, Mr. Roy, Dr. Togman and Mr. Pazcuzzo were in favour.

“TAKE NOTICE THAT the Committee of Adjustment has made a decision on the following application.

The severance and conveyance of a single unit component of a Semi-Detached Dwelling. The severed portion, being 506 Churchill Drive West, will have a Lot Frontage of 7.89 metres, a Lot Depth of 35.6 metres and a Lot Area of 281 square metres. The retained parcel, being 504 Churchill Drive West, will have a Lot Frontage of 7.89 metres, a Lot Depth of 35.6 metres and a Lot Area of 281 square metres, as set forth in the application. Each parcel will contain one Dwelling Unit.

The property is municipally known as 504 & 506 Churchill Drive, West and is described as **PLAN M280 LOT 2.**

Be approved;”

The majority of the members have supported the approval of this application, as set forth in its decision.

All comments received were considered as part the Committee’s decision making process. The Committee approved this application because the parcels of land being created would conform to the requirements of the Zoning By-law and the Official Plan, and because it was their opinion that proper and orderly development could be achieved without requiring a Plan of Subdivision.

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8. Application A-23-2021    Applicant: Shore Bay Estates Ltd.    Agent: Stefan Huzan, Northern Planning,    508-510 Churchill Drive West

Mr. Stefan Huzan participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Mr. Huzan had no additional comments to add to the proposal.

Correspondence was received and read, indicating no objections or concerns from Synergy North, Engineering and Operations Division, Realty Services, Parks and Open Spaces, TBayTel, Bell Canada, and Ministry of Transportation.

Mr. Jamie Kirychuk, Planner II, Planning Services Division supported the application, and offers no objections with one condition.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair polled the members for questions. There were no questions from the members.

The Chair asked the members for a vote as to the approval of the application. A recorded vote was taken. Chair DesRosiers, Mr. Roy, Dr. Togman and Mr. Pascuzzo were in favour.

“TAKE NOTICE THAT the Committee of Adjustment has made a decision on the following application:

To gain relief from the Zoning By-law, as set forth in the application and described in the table below:

Table 5.15.9	Reduce the minimum number of Parking Spaces required for a Semi-Detached Dwelling to <b>1 parking space per Dwelling Unit</b> from 1.5 parking spaces per Dwelling Unit
Table 10.2.1	Reduce the minimum Required Lot Frontage for a Semi-Detached Dwelling to <b>7.6 metres</b> from 9.0 metres
Table 10.2.1	Reduce the minimum Required Interior Side Yard without an attached garage for a Semi-Detached Dwelling to <b>1.5 metres</b> from 3.0 metres

May 19, 2021

The property is municipally known as 508 & 510 Churchill Drive, West and is described as **PLAN M280 LOT 1.**

Be approved;”

The majority of the members have supported the approval of this application, as set forth in its decision.

All comments received were considered as part of the Committee’s decision making process. The Committee approved this application because it was their opinion that the variances requested were minor in nature, were desirable for the appropriate use and development of the subject lands, and were within the intent and purpose of the Zoning By-law and Official Plan.

9. Application B-24-2021 Applicant: Shore Bay Estates Ltd. Agent: Stefan Huzan, Northern Planning, 508-510 Churchill Drive West

Mr. Stefan Huzan participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Mr. Huzan had no additional comments to add to the proposal.

Correspondence was received and read, indicating no objections or concerns from Engineering and Operations Division, Realty Services, Parks and Open Spaces, TBayTel, Bell Canada, and Ministry of Transportation.

Correspondence was received and read, indication no objections with conditions from Building Services with condition, Enbridge Gas with condition, and Synergy North with condition.

Mr. Jamie Kirychuk, Planner II, Planning Services Division supported the application, and offers no objections, with conditions.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair polled the members for questions. There were no questions from the members.

The Chair asked the members for a vote as to the approval of this application. A recorded vote was taken. Chair DesRosiers, Mr. Roy, Dr. Togman and Mr. Pazcuzzo were in favour.

“TAKE NOTICE THAT the Committee of Adjustment has made a decision on the following application.

May 19, 2021

The severance and conveyance of a single unit component of a Semi-Detached Dwelling. The severed portion, being 510 Churchill Drive West, will have a Lot Frontage of 7.62 metres, a Lot Depth of 35.6 metres and a Lot Area of 271 square metres. The retained parcel, being 508 Churchill Drive West, will have a Lot Frontage of 7.62 metres, a Lot Depth of 35.6 metres and a Lot Area of 271 square metres, as set forth in the application. Each parcel will contain one Dwelling Unit.

The property is municipally known as 508 & 510 Churchill Drive, West and is described as **PLAN M280 LOT 1.**

Be approved;”

The majority of the members have supported the approval of this application, as set forth in its decision.

All comments received were considered as part the Committee’s decision making process. The Committee approved this application because the parcels of land being created would conform to the requirements of the Zoning By-law and the Official Plan, and because it was their opinion that proper and orderly development could be achieved without requiring a Plan of Subdivision.

10. Application B-14-2021 Applicant: dMi CustomCase Inc. Agent: Syl Menic, Menic Planning Services Inc., 820 Montreal Street

Mr. Syl Menic participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Mr. Menic provided a brief description of the proposal.

Correspondence was received and read, indicating no objections or concerns from Building Services, Realty Services, Synergy North, TBayTel, Engineering and Operations, Parks and Open Spaces, and Lakehead Region Conservation Authority with comments. Correspondence was received and read from a member of the public being 1435925 Ontario Ltd o/a Propane Energy Solutions, indicating no objections.

Mr. Jamie Kirychuk, Planner II, Planning Services Division supported the application, and offers no objection, with two conditions. Mr. Menic questioned whether a new survey plan was required as there already existing one from a previous approval of the same request. Mr. Kirychuk agreed the previous survey would suffice and therefore removed his condition for a new survey to be done.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

May 19, 2021

The Chair polled the members for questions. There were no questions from the members.

The Chair asked the members for a vote as to the approval of the application. A recorded vote was taken. Chair DesRosiers, Mr. Roy, Dr. Togman and Mr. Pascuzzo were in favour.

“TAKE NOTICE THAT the Committee of Adjustment has made a decision on the following application:

The severance and conveyance of a parcel of land **for the purpose of a Lot Addition to 790 Montreal Street**. The severed portion will have a Lot Frontage of 46.4 metres, an irregular Lot Depth of approximately 178.82 metres and a Lot Area of approximately 0.857 hectares. The retained lot, being 820 Montreal Street will have a Lot Frontage of 166.38 metres, an irregular Lot Depth and a Lot Area of approximately 0.671 hectares, as set forth in the application.

The property is municipally known as 820 Montreal Street and is described as **CON 1 NKR PT LOT 8 PT 60 COMPILED PLAN RP 55R9292 PARTS 1 & 3**.

Be approved;”

The majority of the members have supported the approval of this application, as set forth in its decision.

All comments received were considered as part of the Committee’s decision making process. The Committee approved this application because the parcels of land being created would conform to the requirements of the Zoning By-law and the Official Plan, and because it was their opinion that proper and orderly development could be achieved without requiring a Plan of Subdivision.

#### SUPPLEMENTARY AGENDA

#### **Signing of April 21, 2021 meeting minutes**

Moved by: Normand Roy  
Seconded by: Matthew Pascuzzo

THAT the minutes of Meeting No. 04-2021 of the Thunder Bay Committee of Adjustment, held **April 21, 2021** be confirmed as presented.”

Carried

May 19, 2021

**CONSENTS:**

**B-09-2020**

**B-33-2020**

**B-44-2020**

**NEW BUSINESS:**

A discussion took place about the Divisions intentions of applying an expiry to a Minor Variance as presented by Devon McCloskey.

A discussion took place regarding the new changes to the Planning Act.

**ADJOURNMENT**

The meeting adjourned at 3:38 p.m.

CARRIED

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CHAIR

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ACTING SECRETARY-TREASURER

September 29, 2021



## COMMITTEE OF ADJUSTMENT

DATE September 29, 2021

MEETING NO. 09-21

TIME 2:00 p.m.

PLACE S.H. Blake Memorial Auditorium Electronic Participation using MS teams

CHAIR: N. Roy, present

Chair N. Roy did a roll call of Committee members and administration. The attendance was recorded.

J. Talarico, member, electronic participant S. Henton, Observer  
M Pascuzzo, member, electronic participant J. Thompson, Planning Acting Secretary, present  
J. Kirychuk, Planner II, electronic participant  
J. Fazio, Planner II, electronic participant  
D. Smith, Eng & Operations, electronic participant  
D. McCloskey, Planning Supervisor, electronic participant

ABSENT: A. Petersen  
K. DesRosiers  
R. Togman

Chair N. Roy outlined the procedure which the Committee would follow in dealing with an application.

DISCLOSURE OF INTEREST: None

### APPLICATIONS

The Acting Secretary-Treasurer read out the Notices of Hearing and submitted the list of relevant documents to the Committee for its consideration.

September 29, 2021

The Committee members received and considered all written comments received prior to the hearing.

1. Application A-50-2021 Applicant: Angelo Rizzo, 621 Van Norman Street

The Acting Secretary-Treasurer read out the Notice of Hearing for application A-50-2021.

The effect of this application would be to allow the applicant to convert a single detached dwelling into a duplex dwelling and is seeking to gain relief from the Zoning By-law as set forth in the table below:

Table 9.2.1	Reduce the required Lot Frontage from 15 metres to 10.06 metres
Table 9.2.1	Reduce the required Lot Area from 450 square metres to 383.29 square metres
Section 5.15.2 (a)	Increase driveway width from 6 metres to 9.95 metres

Angelo Rizzo participated electronically in the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Angelo Rizzo had no additional comments to add to the proposal.

Correspondence was received and read, indicating no objections or concerns from Fire & Emergency Services, MTO, Synergy North and Realty Services.

Correspondence received, included a petition from 11 people from the neighbourhood opposing the proposed duplex. The main concern was parking and snow removal.

Building Services commented that a building permit is required for the second unit.

Jamie Kirychuk, Planner II, Planning Services Division supported the application, and offers no objections or conditions.

Darrik Smith of Engineering and Operations Division had stated that the applicant shall submit an application to the Environment Division, including a deposit, for the installation of new water service connections for the subject property, or shall provide satisfactory evidence to the Building Services Division that the existing ½” service is adequate for the proposed 2<sup>nd</sup> unit.

Conditions were requested from Parks and Open Spaces that the applicant be required to pay for two (2) street trees along the side yard on Dorothy Street to soften the visual impact of the larger driveway. If these trees cannot be planted in the boulevard due to utility or another conflict they will be planted in the neighbourhood at the discretion of the Forestry Unit.

September 29, 2021

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair polled the members for questions. The committee had no questions.

The Chair asked the members for a vote as to the approval of the application. A recorded vote was taken. Chair N. Roy, J. Talarico, and M. Pascuzzo were in favour.

“The majority of members supported the application therefore application A-50-2021 is approved.”

All comments received were considered as part of the Committee’s decision making process. The Committee approved this application because it was their opinion that the variances requested were minor in nature, were desirable for the appropriate use and development of the subject lands, and were within the intent and purpose of the Zoning By-law and Official Plan.

2. Application A-51-2021 Applicant: Joe Martino, 1105 Dawson Road.

The Acting Secretary-Treasurer read out the Notice of Hearing for application A-51-2021.

The effect of this application would be to allow the applicant to construct a 6 unit apartment building and is seeking to gain relief from the Zoning By-law as set forth in the table below:

Section 13.1 (a)	Increase the maximum number of dwelling units to 6 units from 4 units
Table 13.2.1	Reduce the required front yard setback from 6 metres to 3 metres

Applicant Martino participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Applicant Martino provided a brief overview of the application and the proposal with no additional comments.

Correspondence was received and read, indicating no objections or concerns from Fire Services, Building Services, MTO or Realty Services. Comments were received from Engineering and Operations, Parks and Open Spaces, and Synergy North.

Six comments were received from the public. The residents’ main concerns included parking issues, increased traffic, visibility, depreciation of property values and there was also a request to defer the application for 60 days so the comments and concerns of the neighbourhood could be properly responded to.

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Devon McCloskey, Planning Services Division, presented Senior Planner Decio Lopes comments, which describe that this property is under Site Plan Control and recommended for approval support of the application.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair polled the members for questions. There were no questions.

The Chair asked the members for a vote as to the approval of the application. A recorded vote was taken. Chair N. Roy, J. Talarico, and M. Pascuzzo were in favour.

“The majority of members supported the application therefore application A-51-2021 is approved.”

All comments received were considered as part of the Committee’s decision making process. The Committee approved this application because it was their opinion that the variances requested were minor in nature, were desirable for the appropriate use and development of the subject lands, and were within the intent and purpose of the Zoning By-law and Official Plan.

### 3. Application A-53-2021 Applicant: Home Hardware Stores Limited 901 Memorial Avenue

The Acting Secretary-Treasurer read out the Notice of Hearing for application A-53-2021.

The effect of this application would be to allow the applicant to construct a 785 square metre drive-through warehouse to the existing retail store and is seeking to gain relief from the Zoning By-law as set forth in the table below:

Table 22.2.1	Reduce the exterior side yard setback from 6 metres to 2.38 metres
Table 22.2.1	Reduce the rear yard setback from 6 metres to 4.60 metres
Table 22.2.1	Increase lot coverage from 35% to 48.75%
Table 22.2.1	Reduce landscape open space from 15% to 5%

Applicant Brent Pager and Chris Sauer participated electronically for the meeting and were available to answer questions regarding this application. The Chair asked if they had complied with the posting of the required sign. It was confirmed that the sign was posted.

Correspondence was received and read for application, indicating no objections or comments from Building Services, Fire Services and MTO.

Correspondence was received from a member of the public who was opposed. Their main concerns were that it would cause a negative impact on traffic, drainage, transport truck parking, garbage and snow piling up.

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Correspondence was received from Realty Services with conditions, and Synergy North with conditions.

Darrik Smith, Engineering and Operations Division recommended Site Plan Control.

Jamie Kirychuk, Planner II, Planning Services Division supported application A-53-2021, and offers no objections with condition that the applicant enter into a Site Plan Agreement.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair asked the Committee members for questions.

The Chair asked that conditions for the applications be read. Jamie Kirychuk from Planning Services added the condition that the property be designated for Site Plan Control.

The Chair asked the members for a vote as to the approval of A-53-2021. A recorded vote was taken. Chair N. Roy, J. Talarico, and M. Pascuzzo were in favour.

“The majority of members supported the application therefore application A-53-2021 is approved.”

All comments received were considered as part of the Committee’s decision making process. The Committee approved this application because it was their opinion that the variances requested were minor in nature, were desirable for the appropriate use and development of the subject lands, and were within the intent and purpose of the Zoning By-law and Official Plan.

#### 4. Application A-54-2021 Agent: Alan G. Jones 2034 Granite Road

The Acting Secretary-Treasurer read out the Notice of Hearing for application A-54-2021.

The effect of this application would be to allow the applicant to have a personal farm, and is seeking relief from the Zoning By-law as set forth in the table below:

Table 7.2.1	Reduce required Lot area from 20 000 square metres to 8095.48 square metres
Section 7.2.4 (b)	Reduce minimum separation distance between a building or structure used for the feeding, keeping, raising or breeding of livestock and a dwelling on another lot from 85 metres to 70 metres.

Agent Alan G. Jones and property owner Sandra DeLuca participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

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Agent Jones had no additional comments to add to the proposal.

Correspondence was received and read, indicating no objections or concerns from Building Services, MTO, Parks and Open Spaces, Fire and Emergency Services, Synergy North, Engineering and Operations and Realty Services.

One comment was received from the public concerning the attraction of wild animals.

Jamie Kirychuk, Planner II, Planning Services Division supported application A-54-2021, and offers no objections.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair polled the members for questions.

The Chair asked the members for a vote as to the approval of A-54-2021. A recorded vote was taken. Chair N. Roy, J. Talarico, and M. Pascuzzo were in favour.

“The majority of members supported the application therefore application A54-2021 is approved.”

All comments received were considered as part of the Committee’s decision making process. The Committee approved this application because it was their opinion that the variances requested were minor in nature, were desirable for the appropriate use and development of the subject lands, and were within the intent and purpose of the Zoning By-law and Official Plan.

#### 5. Application A-55-2021 Agent: David House 225A College Street

The Acting Secretary-Treasurer read out the Notice of Hearing for application A-55-2021.

The effect of this application would be to allow the applicant to construct a 2 storey Duplex dwelling with a basement, and is seeking relief from the Zoning By-law as set forth in the table below:

Table 9.2.1	Reduce the required lot frontage from 15 metres to 10.06 metres
Table 9.2.1	Reduce the required lot area from 450 square metres to 355.7 Square metres

Agent David House and property owner Megan Marsico-Andresen, participated electronically for the meeting and was available to answer questions regarding this application. The Chair

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asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Agent House spoke to his application and had no additional comments to add to the proposal.

Correspondence was received and read, indicating no objections or concerns from Fire and Emergency Services, Parks and Open Spaces, and MTO.

A petition was received with 18 names from the public opposing the application and 6 separate comments from the public were received. The main concerns were parking, aesthetics of the duplex, busy back lane, building out of character with the other homes in the area, property value decrease, loss of natural sunlight and snow removal.

Comments were received from Building Services, Engineering and Operations, Fire Services and Synergy North.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There was one registered electronic participant Carla Chisel, who appeared in person, and spoke about concerns with fire protection of her house and the distance between her house and the proposed duplex.

Darrik Smith, Engineering & Operations had no conditions but a comment that the lot is not serviced and this will be taken care of during the building permit process.

Devon McCloskey, Planning Services Division, presented Senior Planner, Decio Lopes, comments which provide support for the application.

The Chair polled the members for questions. There was a clarification about each lot and whether the property was severed previously. Devon McCloskey stated it was originally two whole lots described as one due to unity of ownership definition in the zoning bylaw and that the last owner sold to separate purchasers. Discussion amongst the members also arose about snow removal, parking and liability issues on the laneway.

The Chair asked the members for a vote on the application of A-55-2021. A recorded vote was taken. Chair N. Roy, J. Talarico, and M. Pascuzzo were in favour.

“The majority of members supported the application therefore application A-55-2021 is approved.”

All comments received were considered as part of the Committee’s decision making process. The Committee approved this application because it was their opinion that the variances requested were minor in nature, were desirable for the appropriate use and development of the subject lands, and were within the intent and purpose of the Zoning By-law and Official Plan.

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6. Application B-41-2021 389/391 Roberta Street Applicant: Frank Iazzolino

The Acting Secretary-Treasurer read out the Notice of Hearing for application B-41-2021. The purpose of the application is to create a stand-alone lot for each of the Semi-Detached Dwelling Units currently under construction.

The effect of this application would be the severance and conveyance of a single unit component of a Semi-Detached Dwelling. The severed portion will have a Lot Frontage of 7.62 metres, a Lot Depth of 33.51 metres and a Lot Area of 255.35 square metres. The retained parcel will have a Lot Frontage of 7.62 metres, a Lot Depth of 33.51 metres and a Lot Area of 255.35 square metres, as set forth in the application. Each parcel will contain one Dwelling Unit.

The lands are located in the “R2” – Residential Zone Two and are designated as “Residential” in the Official Plan. The subject lands are not subject to any other application under the Planning Act at this time.

Applicant Iazzolino participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if he had complied with the posting of the required sign. It was confirmed that the sign was posted.

Applicant Iazzolino had no additional comments to add to the proposal.

Correspondence was received and read, indicating no objections or concerns from TbayTel, Bell, Building Services, Engineering and Operations, and Fire and Emergency Services. Correspondence was received from Realty Services with condition, Synergy North with condition, and Parks and Open Spaces with condition.

Jillian Fazio, Planner II, Planning Services Division, supported the application with condition.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair polled the members for questions.

The Chair asked the members for a vote as to the approval of B-41-2021. A recorded vote was taken. Chair N. Roy, J. Talarico, and M. Pascuzzo were in favour.

“The majority of members supported the application therefore application B-41-2021 is approved.”

All comments received were considered as part the Committee’s decision making process. The Committee approved this application because the parcels of land being created would conform to

September 29, 2021

the requirements of the Zoning By-law and the Official Plan, and because it was their opinion that proper and orderly development could be achieved without requiring a Plan of Subdivision.

7. Application B-52-2021 Applicant: Canadian National Railway Gordon Street

The Acting Secretary-Treasurer read out the Notice of Hearing for application B-52-2021.

The purpose of the application is to create one (1) parcel of land.

The effect of this application would be the severance and conveyance of one (1) parcel of land having a Lot Frontage of approximately 73.9 metres and a Lot Depth of approximately 79 metres and a Lot Area of 5838.10 square metres as set forth in the application.

The lands are located in the “MU2” – Mixed Use Zone Two and “EO” – Environmental Overlay and are designated as “Residential” in the Official Plan. The subject lands are not subject to any other application under the Planning Act at this time.

Agent Andrea Paterson and Nick Melchiorre participated electronically for the meeting and was available to answer questions regarding this application. The Chair asked if they had complied with the posting of the required sign. It was confirmed that the sign was posted.

Agent Paterson provided a brief overview of the application and the proposal with no additional comments.

Correspondence was received and read, indicating no objections or concerns from Building Services, Bell Canada, Fire and Emergency Services, Engineering and Operations with condition, Realty Services with condition, Synergy North with condition and Parks and Open Space with condition.

Jillian Fazio, Planner II, Planning Services Division, supported the application with conditions.

The Chair asked if there was anyone participating who wanted to speak for or against the proposal. There were no electronic participants registered.

The Chair polled the members for questions.

The Chair asked the members for a vote as to the approval of B-52-2021. A recorded vote was taken. Chair N. Roy, J. Talarico, and M. Pascuzzo were in favour.

“The majority of members supported the application therefore application B-41-2021 is approved.”

September 29, 2021

All comments received were considered as part the Committee's decision making process. The Committee approved this application because the parcels of land being created would conform to the requirements of the Zoning By-law and the Official Plan, and because it was their opinion that proper and orderly development could be achieved without requiring a Plan of Subdivision.

### SUPPLEMENTARY AGENDA

#### **Signing of July 28, 2021 meeting minutes**

Moved by: J. Talarico

Seconded by: M. Pascuzzo

THAT the minutes of Meeting No. 07-2021 of the Thunder Bay Committee of Adjustment, held **July 28, 2021** be confirmed as presented."

Carried

#### **Signing of August 25, 2021 meeting minutes**

Moved by: J. Talarico

Seconded by: M. Pascuzzo

THAT the minutes of Meeting No. 07-2021 of the Thunder Bay Committee of Adjustment, held **August 25, 2021** be confirmed as presented."

Carried

### **NEW BUSINESS:**

Appointment of Susan Henton as Acting Secretary-Treasurer for the Committee of Adjustment.

Moved by: J. Talarico

Seconded by: M. Pascuzzo

THAT Susan Henton be appointed as Acting Secretary-Treasurer for the Committee of Adjustment.

Carried.

### **ADJOURNMENT**

September 29, 2021

The meeting adjourned at 3:40 p.m.

CARRIED

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CHAIR

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ACTING SECRETARY-TREASURER

# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	City Manager's Office - Office of the City Clerk	<b>REPORT NO.</b>	R 155/2021
<b>DATE PREPARED</b>	11/01/2021	<b>FILE NO.</b>	
<b>MEETING DATE</b>	11/15/2021 (mm/dd/yyyy)		
<b>SUBJECT</b>	Appointment of Acting Mayors - 2021-2022		

## RECOMMENDATION

WITH RESPECT to Report R 155/2021 (City Manager's Office - Office of the City Clerk), and pursuant to Section 242 of the *Municipal Act*, 2001, we recommend that the following Members of Council be appointed Acting Mayor, in the Mayor's absence, for the month indicated opposite their name:

December	2021	Councillor Kristen Oliver
January	2022	Councillor Brian McKinnon
February	2022	Councillor Aldo Ruberto
March	2022	Councillor Cody Fraser
April	2022	Councillor Andrew Foulds
May	2022	Councillor Rebecca Johnson
June	2022	Councillor Mark Bentz
July	2022	Councillor Peng You
August	2022	Councillor Trevor Giertuga
September	2022	Councillor Shelby Ch'ng
October	2022	Councillor Brian Hamilton
November	2022	Councillor Albert Aiello

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

## EXECUTIVE SUMMARY

This report authorizes the appointment of Acting Mayors for the period December 1, 2021 to November 14, 2022 and provides information relative to the process used in the assignments of Acting Mayors to events, activities and duties on behalf of the Mayor.

## ***DISCUSSION***

The *Municipal Act*, 2001 provides provisions under section 242 to allow municipalities the power to appoint, by by-law, a member of Council to act in the place of the Mayor, should the Mayor be absent or unavailable. This is to ensure that the statutory duties of the Mayor are fulfilled at all times. This would include, but not be limited to, presiding at City Council meetings, representing the City at community events, or exercise the powers and perform the duties of Mayor under the *Emergency Civil Management and Protection Act* (EMCPA) and the City's Emergency Plan By-law, where the Mayor is absent or unable to act.

A process to select the Acting Mayor was introduced in 2016 and has continued to present day. Members of Council are asked to select their preferred months for appointment as Acting Mayor. The schedule will then be created by the Office of the City Clerk and presented to Council for approval and passing of the subsequent by-law.

This process is particularly important in advance of the 2022 Municipal Election as it ensures there is no advantage provided to any member of council in advancing their campaign as per the *Municipal Elections Act* (MEA). The current term of City Council will conclude on November 14, 2022 pursuant to section 6(1) of the MEA. The Office of the City Clerk will be presenting an updated Calendar of meetings for Council approval to reflect the conclusion of this term of Council.

The City Clerk is the protocol officer for the City of Thunder Bay. Any concerns relating to the types of requests received for the Acting Mayor should be referred to the Clerk for direction. The Mayor's Office, in consultation as required with the Office of the City Clerk, is responsible for managing the requests for the Mayor's participation in an event, and will adhere to the following process.

1. The request for the Mayor's attendance is received.
2. If the Mayor is unavailable, the Executive Assistant to the Mayor will review the Acting Mayor by-law to determine and request participation from the Acting Mayor associated with the month of the event.
3. If the Acting Mayor is available, the Executive Assistant will provide the necessary information and the Acting Mayor will attend the event.
4. If the Acting Mayor is not available, the Executive Assistant will move forward on a month-by-month basis until an Acting Mayor is determined to be available.
5. Should no Acting Mayor be available after all months are exhausted, the Executive Assistant will contact the event organizer and advise that no member of Council is available to attend. Should a member of Council not be available and only in urgent situations, the highest ranking City Official will be called upon to complete the ceremonial duties on behalf of the Mayor.

6. It has become practice that should the Mayor or Acting Mayor be unavailable immediately prior to an event, every attempt will be made to find another Member who can attend.
7. The Executive Assistant will use discretion when confirming a replacement or cancelling the attendance of a City representative.

In light of the on-going pandemic, the Office of the City Clerk will work with the Mayor's Office to ensure that the Members of Council receive the most accurate, up-to-date public health information and protocol prior to attending an event including requirements for gathering limits, masks, vaccination status and necessary screening.

### ***FINANCIAL IMPLICATION***

There are no direct costs associated with the Acting Mayor. In 2021, Council approved a \$5,000 budget for costs associated with Acting Mayor related duties such as travel. Any expenses incurred by a Councillor in their Acting Mayor capacity is reported in the annual Council remuneration report.

### ***CONCLUSION***

It is concluded that Acting Mayors should be appointed for each month of the calendar year through to November 14, 2022 as outlined in this report.

### ***BACKGROUND***

Pursuant to the *Municipal Act*, 2001, an annual schedule for Acting Mayors is determined by Council and enacted by by-law.

### ***REFERENCE MATERIAL ATTACHED:***

None.

***PREPARED BY: DANA EARLE, DEPUTY CITY CLERK***

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Norm Gale, City Manager	November 5, 2021

# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	Development & Emergency Services - Planning Services	<b>REPORT NO.</b>	R 156/2021
<b>DATE PREPARED</b>	11/01/2021	<b>FILE NO.</b>	
<b>MEETING DATE</b>	11/15/2021 (mm/dd/yyyy)		
<b>SUBJECT</b>	Bill 13 - Supporting People and Businesses Act		

## **RECOMMENDATION**

For Information Only.

## **EXECUTIVE SUMMARY**

On October 7, 2021, the Province announced proposed legislative amendments to the *Planning Act* and *Municipal Act*, 2001 through the Supporting People and Businesses Act (Bill 13). The proposed changes are intended to “expand the matters that the council of a local municipal may delegate to help streamline planning decisions. More particularly, the amendments would provide a new discretionary authority to delegate planning decisions dealing with minor amendments to zoning by-laws, subject to criteria established through official plan policies. This authority could include delegating decisions for temporary use by-laws, the lifting of holding symbols, and other minor zoning by-law amendments. It would be up to each municipality to determine whether to exercise this proposed new authority and the types of minor zoning by-law amendment decisions to delegate.”

The proposed delegations would not alter any notice or public meeting requirements or limit appeal rights. Land use planning decisions will continue to be required to be consistent with the Provincial Policy Statement and to conform or not conflict with provincial plans. If councils chose to delegate their authority for the proposed matters, it is anticipated to reduce the number of decisions that are made by council and potentially enable council to deal with other more strategic issues sooner.

This Report summarizes some of the matters that council may delegate to help streamline planning decisions, and what potential benefits and costs may result. Other large northern municipalities have expressed support including North Bay and Greater Sudbury. Planning Services is supportive of the proposed changes and a letter of support is attached (Attachment A).

## ***DISCUSSION***

### ***Planning Act***

The Province leads the land use planning system through legislation, regulation, policy and plans which are implemented primarily by municipalities through their planning documents including Official Plans and Zoning by-laws. The *Planning Act* (the “Act”) sets out the ground rules for land use planning in Ontario. It establishes what processes may be dealt with by councils or can be assigned through delegations. It also sets out consultation and public meeting requirements. It is the legislative basis for processes that include zoning by-law amendments, temporary use amendments, minor variances, and lifting of holding symbols.

The authority to pass by-laws under section 34 of the Act, is exclusively held by Council. Changes to the Act would permit Council to delegate the authority to pass by-laws under section 34 of the Act that are minor in nature to a municipal committee or employee. The Act currently allows council to delegate certain decisions such as to a committee of council, to staff, or, in some cases, to a committee of adjustment. For example, decisions in respect of site plans, plans of subdivision and consents. The proposed amendments would make changes to the Act to expand the matters that the council of a local municipality may delegate to help streamline planning decisions. More particularly, the amendments would provide a new discretionary authority to delegate planning decisions dealing with minor amendments to zoning by-laws, subject to criteria established through official plan policies. This authority could include delegating decisions for temporary use by-laws, the lifting of holding symbols, and other minor zoning by-law amendments. It would be up to each municipality to determine whether to exercise this proposed new authority and the types of minor zoning by-law amendments decisions to delegate. The Schedule also would make consequential amendments to the *Municipal Act*, 2001 and *City of Toronto Act*, 2006.

The Ministry of Municipal Affairs and Housing (MMAH) has posted the proposal for a 45-day consultation period on the Environmental Registry of Ontario (ERO), which ends on November 21, 2021.

The ERO posting describes that “the proposed delegation of additional planning matters would not alter any notice or public meeting requirements or limit appeal rights. It also would not change the requirements under the Act for land use planning decisions to be consistent with the Provincial Policy Statement and to conform or not conflict with provincial plans.”

The Ontario Professional Planners Institute supports the proposed changes and has indicated that its work includes advancing measures that leverage the expertise of professional planners to streamline the development approval process.

The following is an excerpt of the potential benefits and potential costs, as presented on the Province of Ontario’s regulatory registry for further information:

### **Potential Benefits**

The discretionary nature of the proposed authority to delegate additional powers would allow municipalities to determine locally whether the implementation of such delegated authority would provide benefits associated with the streamlining of the local planning process that would outweigh any costs.

Municipalities that implement the proposed changes would reduce the number of decisions that are made by council and potentially enable council to deal with other more strategic issues sooner.

Although potential savings are difficult to estimate, the ministry has been advised that where municipalities have delegated current authorities, service level timelines have improved and it is estimated that by avoiding a council reporting cycle and utilizing the new delegations some planning applications might obtain approval one to four months faster. These time savings would result in costs savings to the proponents and would accelerate development.

The ministry has been advised by senior municipal planning officials that most medium to large municipalities would likely implement at least some aspects of the proposed delegation authority.

### **Potential Costs**

#### **Direct Compliance Costs to Municipalities:**

- Approximately 173 single-tier and 241 lower-tier municipalities in Ontario would potentially be impacted by the proposed changes. Municipal councils and staff would need to learn about the new changes, review their current processes, and assess whether changes should be implemented.
- It is estimated that the changes would result in a total direct compliance cost of approximately \$59,579 for the approximately 414 municipalities.

#### **Direct Compliance Costs to Business:**

- Direct compliance costs for businesses (e.g. professional planning firms that deal with land use planning applications) as a result of the proposed changes to the processes would be limited to the amount of time it would take for these businesses to learn about the changes and familiarize themselves with the new processes, where implemented by municipalities. The total costs are estimated at \$8,155.

#### **Discretionary Costs to Municipalities:**

- Compliance costs for municipalities who choose to implement the changes would include the time to update their processes, including delegation by-laws, and related applications, websites, guidance materials, etc., dealing with the lifting of holding provisions, temporary use by-laws and technical zoning by-law processes.
- For changes to be implemented through official plan policies, there would be costs for certain upper-tier municipalities as the approval authority for lower-tier official plan amendments.

### **Other Municipal Commentary**

Over the last several weeks, commentary from the other large northern urban municipalities has been received. Municipalities are generally highly supportive of the opportunity to delegate planning decisions to other public bodies including committees of adjustment as well as heads of planning departments. It has been suggested that only municipalities with a head of staff who is a full member with the Ontario Professional Planners Institute (OPPI) and is a Registered Professional Planner should have delegated authority for decisions to ensure accountability. OPPI members are required to practice under a professional code of ethics. In addition, it has been suggested that the province clarify whether the intent is to also include delegation of minor variances under section 45 of the Act, and it has been suggested that in addition to minor zoning by-law amendments that technical amendments also be included.

Although commentary from other organizations such as the Ontario Association of Committees of Adjustment has not been publicized, the changes appear to have raised little controversy as they are a natural fit, and accepted improvement of practice.

The increased ability to delegate routine planning matters will help to streamline the planning process and shift some of the workload from elected officials to municipal staff and committees. In addition, applicants may be able to avoid delays caused by Council meeting and reporting cycles. Municipalities will have the option to choose whether to exercise the new delegations of authority through enabling Official Plan policies. MMAH anticipates that “most medium to large municipalities” will “likely” implement some arrangement of delegation.

Attachment A to this report is a copy of the letter that Administration will submit to the ERO providing support for the proposed Bill, and suggesting that council also be given the opportunity to delegate decision making authority for minor variances under section 45 of the Planning Act to staff.

### ***FINANCIAL IMPLICATION***

There are no immediate costs to the City of Thunder Bay associated with the introduction of Bill 13. If the amendments are approved, and the City decides to delegate the authorities, updates to Official Plan policies, and to Committee and staff procedures will be required. It is anticipated that all required updates to process and training can be undertaken in house and within existing budgets.

### ***CONCLUSION***

The proposed legislative changes will provide for greater flexibility, by enabling Council to delegate the authority for approval of routine planning applications to a municipal committee or employee. This will streamline planning processes and result in shorter timeframes for planning decisions.

***REFERENCE MATERIAL ATTACHED***

Attachment A - Letter to the Province

***PREPARED BY: Devon McCloskey – Planning Services Supervisor***

THIS REPORT SIGNED AND VERIFIED BY:  Karen Lewis, General Manager – Development & Emergency Services	DATE:  November 4, 2021
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November 16, 2021

Provincial Planning Policy Branch  
planningconsultation@ontario.ca  
Ministry of Municipal Affairs and Housing  
777 Bay Street, 13th Floor  
Toronto, ON M5G 2E5

Sent by email:

**RE:** EBR Posting 019-4419  
Bill 13 - *Supporting People and Businesses Act*  
Comments on the Proposed Changes to the *Planning Act*

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On behalf of the City of Thunder Bay, these comments are provided in response to the request for feedback.

The City of Thunder Bay is supportive of the proposed changes to the *Planning Act* under Bill 13. The proposed additional delegations that will enable municipalities to streamline the processing of minor zoning by-law amendments, temporary use by-laws, and lifting of holding symbols are positive changes that offer the opportunity to advance development proposals in a more timely fashion and could work to lighten the busy workloads of municipal councils.

In addition to these, it is suggested that council's also be given the opportunity to delegate authority to grant minor variances under s. 45 of the *Planning Act* to an employee, since the nature of these proposals is similar to minor zoning by-law amendments. Where employees are delegated authority for approvals clear direction on public engagement responsibilities should be provided.

Finally, to ensure accountability it is recommended that the Ministry consider the benefit that staff who are recognized as Registered Professional Planners (RPP) with the Ontario Professional Planners Institute could provide, in making decisions on proposals under the *Planning Act*.

Yours truly,

Leslie McEachern, MCIP, RPP  
Director, Planning Services

# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	Development & Emergency Services - Thunder Bay Fire Rescue	<b>REPORT NO.</b>	R 158/2021
<b>DATE PREPARED</b>	10/29/2021	<b>FILE NO.</b>	
<b>MEETING DATE</b>	11/15/2021 (mm/dd/yyyy)		
<b>SUBJECT</b>	Options for Managing Fair and Balanced Open Air Burning		

## **RECOMMENDATION**

WITH RESPECT to Report R 158/2021 (Development & Emergency Services – Thunder Bay Fire Rescue), we recommend that open air burning continue to be regulated and managed using the Ontario Fire Code, O. Reg. 213/07, as amended, and the Authority provided by the Fire Code to the Fire Chief;

AND THAT the Fire Chief be directed to review the Open Air Burning Policy in an effort to reduce smoke complaints by improving the location of fire pits relative to neighbouring properties, and to improve guidance to responding officers to identify and extinguish those fires that are creating bothersome smoke;

AND THAT the Thunder Bay Fire Rescue Public Education Officer be directed to work with the Director of Strategic Initiatives and Engagement to create and publicize relevant public information regarding safe open air burning in a manner which minimizes smoke and smoke complaints from neighbouring properties;

AND THAT the Division Chief of Fire Prevention be directed to work with the Manager of Indigenous Relations to develop a formal Sacred and Ceremonial Burning Policy for the City of Thunder Bay;

AND THAT Administration report back relating to the policy review and development on or before August 22, 2022;

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

## **EXECUTIVE SUMMARY**

The Fire Chief is responsible to council in accordance with the Fire Protection and Prevention Act, 1997.

Historically, open air burning in the City of Thunder Bay has been regulated and managed using the authority provided to the Fire Chief by the Ontario Fire Code, O. Reg. 213/07 s.2.4.4.4. This same authority is used to manage all fire code compliance in the City of Thunder Bay. Community consultation demonstrates overwhelming satisfaction with the current system; however, the consultation process did demonstrate that improvement could be made regarding mitigation of smoke complaints.

## ***DISCUSSION***

To respond to council's request for information regarding options for a by-law relating to open air fire burning that would provide a fair and balanced approach of rules and regulations, Thunder Bay Fire Rescue researched the methods employed by other jurisdictions, solicited direct feedback via social media and established a survey with Corporate Communications & Community Engagement. The survey reached almost 6000 aware participants and solicited responses from 3859 participants.

Community feedback demonstrated broad support (93.4%) for allowing the continuation of backyard fires in the City of Thunder Bay. The vast majority of respondents (94.5%) reported never having a negative experience because of smoke from a neighbor's outdoor fire. A small majority (56.5%) felt burning times should be extended while a small number (2.6%) felt they should be reduced.

While options for a by-law were requested and a by-law was contemplated for the regulation of open air burning in the City of Thunder Bay, it is not recommended at this time as the concern can be more efficiently administered using the Ontario Fire Code and the existing resources of Thunder Bay Fire Rescue to meet the objective of "a fair and balanced approach of rules and regulations." A review of other jurisdictions shows that there is no consistent methodology for the management of open air burning. The City of Thunder Bay has never employed a by-law for the management of open air burning.

With the exception of a small, but important, number of smoke complaints, open air burning in the City of Thunder Bay is well accepted and successfully managed.

Open air burning is managed by Thunder Bay Fire Rescue through the following process:

- establish rules;
- provide all necessary information and material to the public;
- inspect for fire safety compliance;
- conduct public fire safety education;
- collect fees for any necessary inspection;
- enforce compliance with established rules;

- work with community partners to address special circumstances such as sacred fires;
- solicit feedback on open burning, and
- amend rules from time to time.

In consideration of the request for information from Council, after soliciting feedback from the community and conducting research, the following options were considered:

1. Institute an Open Air Burning By-law to manage the issue rather than the use the Regulation - Ontario Fire Code, O. Reg. 213/07 as amended.

This option is not recommended as it would create an unnecessary regulatory step – by-law versus existing authority provided by Ontario Fire Code. The use of a by-law would also complicate the management of the open air burning policy making it more cumbersome to implement improvements in a timely manner and by creating challenges for the immediate investigation of complaints and for enforcement of the by-law.

An Open Air Burning By-law would identify the same policy and rules that are currently in place and provide insufficient benefit versus regulation using the Ontario Fire Code.

2. Eliminate all open air burning in the City of Thunder Bay (By-law or Ontario Fire Code) including recreational fire pits, open brush burning, campground fires, and sacred fires.

This option is not recommended as it is not shown to be supported by the public.

3. Restrict All Open Air Burning in the City of Thunder Bay (By-law or Ontario Fire Code) including recreational fire pits, open brush burning, camp ground fires, and sacred fires to those property owners who have a large enough property to eliminate smoke complaints from neighbours – lot size to be determined.

This option is not recommended as it is not shown to be supported by the public. In addition, it would not address the concern of smoke complaints in a reasonable and practical way. While the issue of smoke complaints has an obvious relationship to the distance from the fire, Thunder Bay Fire Rescue immediately investigates all complaints and addresses smoke concerns. The current policy is being adapted to achieve greater effectiveness in dealing with these complaints.

4. Allow TBFR to continue to adapt its Open Air Burning Policy and manage Open Air Burning in the City under the Authority delegated to the Fire Chief in accordance with the Fire Protection and Prevention Act.

This option is recommended. The Fire Chief is responsible to Council in accordance with the Fire Protection and Prevention Act. This option provides for timely amendment of the open burning process and seamless management of the process by one department. It allows for after-

hours interaction with the public, timely response to concerns as well as the use of existing public education and enforcement resources.

Thunder Bay Fire Rescue is currently reviewing the Open Air Burning Policy in an effort to reduce smoke complaints by improving the location of fire pits relative to neighbouring properties. The policy will improve guidance to responding officers to identify and extinguish those fires that are creating bothersome smoke.

### ***FINANCIAL IMPLICATIONS***

There are no financial implications associated with this report, at this time.

### ***CONCLUSION***

It is concluded that Council approve the recommendation as contained within Report R 158/2021 (Development & Emergency Services – Thunder Bay Fire Rescue).

### ***BACKGROUND***

A request for information was passed by Council seeking that Administration provide Council with options for a by-law relating to open air fire burning that would provide a fair and balanced approach of rules and regulations which included public consultation.

Key points regarding the current management of Open Air Burning in the City of Thunder Bay:

- Ontario Fire Code, O. Reg. 213/07, as amended, provides the Fire Chief with the authority to approve open air burning.
- The Fire Chief is responsible to council in accordance with the Fire Protection and Prevention Act, 1997.
- Open burning is not currently managed under the authority of a municipal by-law.
- Thunder Bay Fire Rescue manages all aspects of open air burning for recreational fire pits, open air brush burning and sacred/ceremonial burning. This includes fire safety inspection and approval, community relations and public education, complaint investigation and enforcement.
- The Fire Chief exercises authority while collaborating with the Ministry of Natural Resources and while accepting the advice and direction of municipal council.
- Thunder Bay Fire Rescue manages open air burning as a value added experience with no additional cost to the taxpayer.
- No fire safety concerns have been identified.
- Approximately 6500 annual legal permit holders.
- The majority of permit holders (89.6%) report using their fire pit 1 to 3 times per week.

- A complaint is received for approximately 0.4% of the permit holders each year, with almost twice as many complaints, 0.7%, for fires on properties with no permit issued (unapproved burning).

***REFERENCE MATERIAL ATTACHED:***

None.

***PREPARED BY: ERIC NORDLUND, DEPUTY FIRE CHIEF***

THIS REPORT SIGNED AND VERIFIED BY:	DATE:
Karen Lewis, General Manager – Development & Emergency Services	November 4, 2021

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**MEETING DATE** 11/15/2021 (mm/dd/yyyy)

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**SUBJECT** Victoriaville Centre Demolition and Victoria Avenue Reconstruction  
Project - Grant Applications

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***SUMMARY***

Memorandum from Property Agent Peder Olsen dated October 26, 2021 containing a recommendation relative to grant applications to FedNor Northern Ontario Development Program and NOHFC Community Enhancement Program in support of the Victoriaville Centre Demolition and Victoria Avenue Reconstruction Project.

***RECOMMENDATION***

WITH RESPECT to the Memorandum from Property Agent P. Olsen, Realty Services, dated October 26, 2021, we recommend that Administration submit grant applications to FedNor - Northern Ontario Development Program and to the Northern Ontario Heritage Fund Corporation - Community Enhancement Program in support of the Victoriaville Centre Demolition and Victoria Avenue Reconstruction Project;

AND THAT the General Manager, Development & Emergency Services be the authorized signing authority for the applications;

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

***ATTACHMENTS***

1. Memo - P. Olsen - Grant Applications - FedNor and NOHFC - Oct 26, 2021

***Development & Emergency  
Services***

*Victoriaville Civic Centre, 2nd Floor  
111 Syndicate Avenue South  
Thunder Bay, ON P7C 5K4*

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**TO:** Krista Power, City Clerk

**FROM:** Peder Olsen, Property Agent, Realty Services

**DATE:** October 26, 2021

**RE:** Victoriaville Centre Demolition and Victoria Avenue Reconstruction Project – FedNor Northern Ontario Development Program and NOHFC Community Enhancement Program  
Committee of the Whole – November 15, 2021

---

***RECOMMENDATION***

WITH RESPECT to the Memorandum from Property Agent P. Olsen, Realty Services, dated October 26, 2021, we recommend that Administration submit grant applications to FedNor - Northern Ontario Development Program and to the Northern Ontario Heritage Fund Corporation - Community Enhancement Program in support of the Victoriaville Centre Demolition and Victoria Avenue Reconstruction Project;

AND THAT the General Manager, Development & Emergency Services be the authorized signing authority for the applications;

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

The purpose of this memorandum is to provide information regarding possible support from FedNor's Northern Ontario Development Program and the Northern Ontario Heritage Fund Corporation's (NOHFC) Community Enhancement Program.

FedNor's Northern Ontario Development Program provides up to \$500,000 in non-repayable contribution to eligible community development activities. The City's Victoriaville Centre Demolition and Victoria Avenue Reconstruction Project has received phase one approval and, pending Council's approval, a phase two application will be submitted for the full amount.

NOHFC's Community Enhancement Program provides conditional contributions of up to 50% (to a maximum of \$2M) for eligible capital costs for projects that support community enhancement priorities. Based on discussions and advice from NOHFC, the City's application for support from

this funding opportunity, with Council's approval, will be submitted once capital costs are further refined. The application is anticipated to be for the maximum of \$2M.

## **Background**

At the October 19, 2020 Committee of the Whole Meeting, City Council directed Administration to proceed with the steps required to demolish Victoriaville Centre and reconstruct Victoria Avenue, seeking Council direction and approvals as required. Administration has retained the services of Colliers Project Leaders to act as Project Managers for this effort. As well, project tasks and timelines have been refined and request for proposal documents are being prepared for required specialized consulting services. Next steps include to procure engineering/design and consulting services, conduct public consultations related to design and present to Council a preferred design and refined cost estimates.

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**MEETING DATE** 11/15/2021 (mm/dd/yyyy)

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**SUBJECT** Designated Truck Route By-law

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***SUMMARY***

At the June 22, 2020 City Council meeting, the most recent iteration of the Designated Truck Route (DTR) By-law (By-law 73/2020) was presented and defeated by Council. Subsequently, Council passed a resolution requesting information relating to procedure. This information was received on September 28, 2020 in closed session from Legal Services.

Memorandum from Councillor Trevor Giertuga dated October 26, 2021 containing a motion relative to the above noted.

***RECOMMENDATION***

WITH RESPECT to the Memorandum from Councillor Trevor Giertuga dated October 26, 2021, we recommend that Administration provide an update relating to the presentation of a Designated Truck Route by-law including the associated timelines for re-presentation;

AND THAT Administration report to Council on or before January 24, 2022;

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

***ATTACHMENTS***

1. Memo - Councillor T. Giertuga - COW - Nov 15 - DTR Update

# Memorandum

*Office of the City Clerk*  
**Fax:** 623-5468  
**Telephone:** 625-2230

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**TO:** Dana Earle, Deputy City Clerk  
**FROM:** Councillor Trevor Giertuga  
**DATE:** October 26, 2021  
**SUBJECT:** Designated Truck Route By-law – Request for Update  
Committee of the Whole – November 15, 2021

---

At the June 22, 2020 City Council meeting, the most recent iteration of the Designated Truck Route (DTR) By-law (By-law 73/2020) was presented and defeated by Council. Subsequently, Council passed a resolution requesting information relating to procedure. This information was received on September 28, 2020 in closed session from Legal Services.

I would like Administration to provide an update to Council relating to the current status of the by-law and if there is a date or plan for presentation. The report should also include options for Council's consideration relating to how the DTR by-law can be finalized, whether that includes a Notice of Motion to Rescind a previous decision or re-presentation of the by-law.

As such, I provide the following motion for Council's consideration:

WITH RESPECT to the Memorandum from Councillor Trevor Giertuga dated October 26, 2021, we recommend that Administration provide an update relating to the presentation of a Designated Truck Route by-law including the associated timelines for re-presentation;

AND THAT Administration report to Council on or before January 24, 2022;

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

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**MEETING DATE** 11/15/2021 (mm/dd/yyyy)

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**SUBJECT** Proposed Mental Health & Addictions Crisis Centre

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***SUMMARY***

Memorandum from Mayor Bill Mauro dated October 29, 2021 relative to correspondence to The Honourable Christine Elliot, Minister of Health dated October 29, 2021 expressing united support of a Proposed Mental Health & Addictions Crisis Centre to meet the immediate and urgent need in Thunder Bay and Region, for information

***ATTACHMENTS***

1. Memo - October 29, 2021 - Mayor B. Mauro and Chief P. Collins to Christine Elliott, Minister of Health

# Memorandum

*Office of the City Clerk*  
**Fax:** 623-5468  
**Telephone:** 625-2230

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**TO:** Krista Power, City Clerk

**FROM:** Mayor Bill Mauro

**DATE:** October 29, 2021

**SUBJECT:** Correspondence - Proposed Mental Health & Addictions Crisis  
Centre Committee of the Whole – November 15, 2021

---

Attached, for information, is a letter on behalf of the City of Thunder Bay and Chief Peter Collins, Fort William First Nation to The Honourable Christine Elliot, Minister of Health dated October 29, 2021 expressing united support of a Proposed Mental Health & Addictions Crisis Centre to meet the immediate and urgent need in Thunder Bay and Region.



October 29, 2021

The Honourable Christine Elliott  
Minister of Health  
5th Floor, 777 Bay St. Toronto  
ON M7A 2J3

Dear Minister Elliott:

**Re: Proposed Mental Health & Addictions Crisis Centre to Meet Immediate and Urgent Need in Thunder Bay and Region**

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We applaud the province's investment of \$3.8 billion dollars to implement the *Roadmap to Wellness: A Plan to Build Ontario's Mental Health and Addiction System*, and the commitment to listen to clients, caregivers and sector experts.

The need for expanded crisis services has been identified as a priority across Northwestern Ontario. We are writing to show our united support for a withdrawal management and mental health crisis centre to be located in Thunder Bay.

There are presently two proposals before the Ministry of Health for consideration:

- The first is the *Proposal to Establish a Mental Health & Addictions Crisis Centre in Thunder Bay*, submitted to Ontario Health on March 31, 2021. Supported by both of Northwestern Ontario's District Mental Health and Addiction Networks, representing more than 40 organizations serving this region, it is a comprehensive proposal to bring about significant improvement in the areas of homelessness, addictions and mental illness. Key components of this proposal include creating integrated low- to no-barrier access to a range of services for people and their families, with particular focus on culturally appropriate supports to support the needs of Indigenous Peoples.

- The second is in response to Ontario Health's Mental Health and Addictions Centre of Excellence's August 2021 *Call for Proposals on Funding for New Adult Addictions Services Beds*, and was submitted on September 15, 2021. Per the criteria of the Call for Proposals, it only relates to Addiction Crisis Beds and will only partially meet local and regional needs.

The current mental health and addictions epidemic has claimed many lives in our region, and we know that Northwestern Ontario has been disproportionately impacted. Responding to the growing need, the partners delivering mental health and addiction services have been innovative, voluntarily entering into agreements that articulate the role and responsibility of each agency, eliminating duplication of services to make best use of all available health system dollars invested in our region. Joint consents to service and joint consent for sharing information have been implemented so that no door is the wrong door for service.

Despite best efforts, the need for service far exceeds capacity. We urge you to fund the *Proposal to Establish a Mental Health & Addictions Crisis Centre in Thunder Bay*.

Sincerely,



Mayor Bill Mauro  
City of Thunder Bay



Chief Peter Collins  
Fort William First Nation

cc     The Honourable Michael Tibollo, Associate Minister of Health  
        The Honourable Doug Ford, Premier  
        The Honourable Greg Rickford, Minister of Northern Development, Mines, Natural  
        Resources and Forestry & Minister of Indigenous Affairs Ontario  
        Dr. Rhonda Crocker-Ellacott, CEO, Thunder Bay Regional Health Sciences Centre  
        Kelli O'Brien, CEO, St. Joseph's Care Group  
        Jennifer Hyslop, CEO, Canadian Mental Health Association Thunder Bay  
        Karen Lewis, General Manager – Development & Emergency Services, City of Thunder Bay  
        Cynthia Olsen, Community Strategies Manager, Drug Strategy Lead Development &  
        Emergency Services, City of Thunder Bay

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**MEETING DATE** 11/15/2021 (mm/dd/yyyy)

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**SUBJECT** Outstanding Item- Temporary Street Closures for Special Events

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***SUMMARY***

Memorandum from Manager - Central Support Matthew Pearson dated November 4, 2021 requesting that the report back date relating to Outstanding Item No. 2009-015-INO-Temporary Street Closures for Special Events be changed from December 6, 2021 to March 7, 2022.

***RECOMMENDATION***

WITH RESPECT to the Memorandum from Matthew Pearson, Manager-Central Support dated November 4, 2021, we recommend that the report back date relating to Outstanding Item No. 2009-015-INO-Temporary Street Closures for Special Events be changed from December 6, 2021 to March 7, 2022.

***ATTACHMENTS***

1. Memo - Temporary Street Closures - Outstanding Item

## **Memorandum**

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**TO:** Dana Earle- Deputy City Clerk

**FROM:** Matthew Pearson, Manager-Central Support

**DATE:** November 4, 2021

**SUBJECT:** Outstanding Item- Temporary Street Closures for Special Events  
Committee of the Whole- November 15, 2021

---

At the April 6, 2009 Committee of the Whole meeting, a resolution was passed that recommended that Administration provide a report to Council with respect to the long term management of temporary street closures for special events at a future date.

Due to high project workloads and lead times required for administrative review, more time is required to bring this report to a scheduled Operations Committee.

WITH RESPECT to the Memorandum from Matthew Pearson, Manager-Central Support dated November 4, 2021, we recommend that the report back date relating to Outstanding Item No. 2009-015-INO-Temporary Street Closures for Special Events be changed from December 6, 2021 to March 7, 2022.

Sincerely,

Matthew Pearson

cc: Kerri Marshall, General Manager-Infrastructure & Operations  
Flo-Ann Track, Council & Committee Clerk

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***MEETING DATE***     11/15/2021 (mm/dd/yyyy)

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***SUBJECT***             Outstanding List for Planning Services as of November 2, 2021

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***SUMMARY***

Memorandum from City Clerk Krista Power dated November 2, 2021 providing the Planning Services Outstanding Items List, for information.

***ATTACHMENTS***

1. Memo - K. Power - Outstanding List Planning Services as at November 2, 2021

# Memorandum

*Office of the City Clerk*  
**Fax:** 623-5468  
**Telephone:** 625-2230

**TO:** Mayor & Council

**FROM:** Krista Power, City Clerk

**DATE:** November 2, 2021

**SUBJECT:** Outstanding List for Planning Services Session as of November 2, 2021  
 Committee of the Whole – November 15, 2021

The following items are on the outstanding list for Planning Services:

Meeting Session	Reference Number (yyyy-nnn-MTG)	Department/Division	Outstanding Item Subject	Resolution Report Back Date	Revised Report Back Date (Memos presented at COW updating or delaying Item)
Planning	2018-010-DEV	Development & Emergency Services / Licensing & Enforcement	Sign By-law	No date included in referral resolution	<b>Mar-28-2022</b>
Planning	2020-024-DEV	Development & Emergency Services / Licensing & Enforcement	Request for Report – Development of a Nuisance By-law	Sep-28-2020	<b>June-27-2022</b>
Planning	2020-031-DEV	Development & Emergency Services / Licensing & Enforcement	Fireworks By-law Proposed Amendment	Oct-31-2021	<b>Nov-22-2021</b>
Planning	2020-052-DEV	Development & Emergency Services / Thunder Bay Fire Rescue	TBFR Strategic Master Fire Plan (SMFP) - Implementation Plan	<b>April-30-2022</b>	

Planning	2021-101-DEV	Development & Emergency Services/Licensing & Enforcement	Abandoned Shopping Carts by-law	<b>Sep-30-2021</b>	<b>Nov-15-2021</b>
Planning	2021-102-DEV	Development & Emergency Services / Planning	Extension of the Sanitary Trunk Sewer, west of Parkdale	<b>Dec-13-2021</b>	
Planning	2021-103-DEV	Development & Emergency Services / Thunder Bay Fire and Rescue	Request for Information - Open air Burning By-law	<b>Nov-15-2021</b>	
Planning	2021-104-DEV	Development & Emergency Services / Superior North EMS	Work Plan for Superior North EMS 2021-2030 Master Plan	Mar-14-2022	
Planning	2021-105-DEV	Development & Emergency Services	Ban Against Conversion Therapy	Mar-31-2022	
Planning	2021-106-DEV	Development & Emergency Services	Community Safety & Well-Being Advisory Committee Terms of Reference	Oct-25-2021	<b>Dec-13-2021</b>
Planning	2021-107-DEV	Development & Emergency Services/Licensing & Enforcement	Reimagining the Yard Maintenance By-law	Dec-13-2021	