



AGENDA MATERIAL

COMMITTEE OF THE WHOLE

MEETING DATE: MONDAY, DECEMBER 7, 2020

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

TIME: 6:30 PM



MEETING: Committee of the Whole

DATE: Monday, December 7, 2020 *Reference No. COW – 1/52*

CLOSED SESSION in S.H. Blake Memorial Auditorium at 4:30 p.m.

Committee of the Whole - Closed Session

Chair: Councillor T. Giertuga

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

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

Committee of the Whole - Operations Session

Chair: Councillor B. McKinnon

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - December 7, 2020 - Committee of the Whole **(Page 6)**

WITH RESPECT to the December 7, 2020 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

DEPUTATIONS

Thunder Bay and Area Food Strategy

Correspondence from Ms. K. Kerk, dated November 3, 2020, requesting to provide a deputation relative to Thunder Bay + Area Food Strategy. **(Pages 7 – 8)**

REPORTS OF COMMITTEES

Clean, Green and Beautiful Committee Minutes

Minutes of Meetings 02-2020, 03-2020, and 04-2020 of the Clean, Green and Beautiful Committee held on February 19, 2020, September 16, 2020, and October 21, 2020, for information. **(Pages 9 – 21)**

Parking Authority Board Minutes

Minutes of Meeting 09-2020 of the Parking Authority Board held on September 15, 2020, for information. **(Pages 22 – 25)**

REPORTS OF MUNICIPAL OFFICERS

2021 Local Improvement Projects

Report R 138/2020 (Infrastructure & Operations - Engineering & Operations) recommending that the local improvement project for curb and gutter on Aspen Street between River Street and Dawson Street be included in the 2021 capital budget. **(Pages 26 – 28)**

WITH RESPECT to Report R 138/2020 (Infrastructure & Operations - Engineering & Operations), we recommend that the local improvement project for curb and gutter on Aspen Street between River Street and Dawson Street be included in the 2021 capital budget for consideration for \$68,300 [gross] and \$8,100 [net];

AND THAT any necessary bylaws be presented to City Council for ratification.

PETITIONS AND COMMUNICATIONS

Standards for Winter Control

At the December 5, 2016 Committee of the Whole meeting, a resolution was passed recommending an operational review to examine ability to respond to winter weather events and to identify options to mitigate the impacts of extreme weather.

Memorandum from Mr. B. Adams, Manager - Roads Division, dated November 10, 2020 containing a motion relative to the above noted. **(Pages 29 – 32)**

WITH RESPECT to the memorandum from Mr. B. Adams, Manager Roads, dated November 10, 2020, we recommend that Outstanding Item 2016-029 relative to an operational review to meet the minimum maintenance standards be removed from the Outstanding List as requested.

Investing in Canada Infrastructure Program (ICIP) – COVID-19 Resilience Infrastructure Stream

Memorandum from Ms. K. Marshall, Director - Infrastructure & Operations relative to the above noted. **(Distributed separately)**

Waterfront Trail Development

At the October 26, 2020 Committee of the Whole meeting, a resolution was passed requesting information on sections of the Waterfront Trail that could be completed in 2021 with the associated costs.

Memorandum from Ms. K. Dixon, Director - Engineering & Operations, dated November 20, 2020 relative to the above noted, for information. **(Pages 34 – 40)**

Eye on the Street

At the September 28, 2020 City Council meeting, a motion from the September 14, 2020 Committee of the Whole meeting was passed directing Administration to review the feasibility of transferring the Eye on the Street program to Thunder Bay Police Services and assess the cost to carry out such a transfer.

Memorandum from Mr. C. Campbell, Manager – Central Support Division, dated November 26, 2020 relative to the above noted, for information. **(Pages 41 – 42)**

Stop Arm Cameras

At the July 20, 2020 Committee of the Whole meeting, a resolution was passed directing Administration to report back on the City's responsibility and role relative to the installation of stop arm cameras on school buses.

Memorandum from Ms. L. Taylor, Solicitor-Prosecutor and Ms. C. Cline, Deputy City Solicitor, dated November 23, 2020 relative to the above noted, for information. **(Pages 43 – 47)**

OPEN SESSION in the S.H. Blake Memorial Auditorium

Committee of the Whole - Community Services Session
Chair: Councillor S. Ch'ng

REPORTS OF COMMITTEES

The District of Thunder Bay Social Services Administration Board Minutes

Minutes of Meetings 15/2020 and 16/2020 (Closed) of The District of Thunder Bay Social Services Administration Board held on October 15, 2020, for information. **(Pages 48 – 60)**

Thunder Bay District Health Unit - Board of Health Minutes

Minutes of Thunder Bay District Health Unit - Board of Health Meeting, held on October 21, 2020 for information. **(Pages 61 – 67)**

PETITIONS AND COMMUNICATIONS

Pilot Project - Operator Protective Shields

Memorandum from Ms. K. Robertson, General Manager - Community Services, dated November 13, 2020 providing an update on the status of the pilot project relative to installation of operator protective shields in conventional buses, for information. **(Pages 68 – 70)**

Advocacy – Federal Basic Income Program

Memorandum from Councillor K. Oliver, dated November 20, 2020 containing a motion relative to the above noted. **(Pages 71 – 72)**

WITH RESPECT to the Memorandum from Councillor K. Oliver dated November 20, 2020, we recommend that Council advocate to the Federal government to implement a Federal Basic Income Program to ensure that all Canadians have an income source to meet their basic needs;

AND THAT a copy of this resolution be sent to Prime Minister Justin Trudeau, Hon. Chrystia Freeland, Minister of Finance, Hon. Anita Anand, Minister of Public Services and Procurement and Accessibility, Hon. Patty Hajdu, Minister of Health, and Marcus Powlowski, MP – Thunder Bay-Rainy River;

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

Official Recognition - 50th Anniversary of Thunder Bay Volunteer Service Award

Memorandum from Ms. D. Earle, Deputy City Clerk, dated November 18, 2020, providing an update relative to the above noted, for information. **(Pages 73 – 74)**

NEW BUSINESS

ADJOURNMENT

MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Confirmation of Agenda

SUMMARY

Confirmation of Agenda - December 7, 2020 - Committee of the Whole

RECOMMENDATION

With respect to the December 7, 2020 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Thunder Bay and Area Food Strategy

SUMMARY

Correspondence from Ms. K. Kerk, dated November 3, 2020, requesting to provide a deputation relative to Thunder Bay + Area Food Strategy.

ATTACHMENTS

1 K Kerk correspondence dated Nov 3 2020

Hello,

Please note the following response to Speak to City Council has been submitted at Tuesday November 3rd 2020 3:09 PM with reference number 2020-11-03-758.

- **Please state what agenda item you would like to speak about:**
Ontario
- **If you would like to speak to City Council about another topic not associated with an agenda item, please state topic here (if applicable):**
Thunder Bay
- **What are you requesting from Council?**
funding request/financial assistance
- **Have you already been in contact with City Administration in regards to the subject matter of your deputation request?**
No
- **Please select the date of the meeting:**
Committee of the Whole - Monday, December 7th
- **First name:**
Karen
- **Last name:**
Kerk
- **Email:**
foodstrategy@ecosuperior.org
- **Phone:**
(807) 683-6129
- **Organization you represent: (optional)**
Thunder Bay & Area Food Strategy
- **Please note the names of the presenters that will be attending with you:**
Karen Kerk, possibly one other person to be determined



MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Clean, Green and Beautiful Committee Minutes

SUMMARY

Minutes of Meetings No. 02-2020, No. 03-2020, and No. 04-2020 of the Clean, Green and Beautiful Committee held on February 19, 2020, September 16, 2020, and October 21, 2020, for information.

ATTACHMENTS

- 1 CGB minutes Feb 19 2020
- 2 CGB minutes Sept 16 2020
- 3 CGB minutes Oct 21 2020

DATE: FEBRUARY 19, 2020

MEETING NO. 02-2020

TIME: 10 AM

PLACE: MCNAUGHTON ROOM

CHAIR: COUNCILLOR R. JOHNSON

MEMBERS:

Councillor R. Johnson, *City Council*
Ms. P. Caland, *Ministry of Tourism, Culture & Sport*
Ms. S. Costigan, *EcoSuperior*
Ms. S. Godwin, *Thunder Bay Art Gallery*
Mr. K. Jessiman, *Medium Business Representative*
Ms. D. Pallen, *Heritage Advisory Committee*
Mr. S. Margarit – *Large Business Representative*
Mr. A. Puiatti, *Architecture*

OFFICIALS:

Ms. K. Lewis, *Director Corporate Strategic Services*
Ms. K. Hell, *Administrative Assistant – Corporate Strategic Services*

GUESTS

Mr. A. Viljoen, *Brook McIlroy*
Ms. A. Klassen, *EcoSuperior*
Mr. K. Jankowski, *Asset Management*
Mr. R. Furioso, *Asset Management*
Stantec Representatives
Mr. M. Vodrey, *Project Manager*
Mr. D. Ryall, *Design Lead*
Mr. M. Greatrix, *Architect of Record*
Mr. D. Bodnarchuk, *Landscape Architect*
Mr. D. Stewart, *Principal in Charge*

1. **WELCOME & DISCLOSURES OF INTEREST**

The Chair, Councillor R. Johnson, called the meeting to order at Noon. There were no disclosures of interest declared at this time.

2. **AGENDA APPROVAL**

It was the consensus of the Committee that the agenda for Meeting No. 03-2020 of the Clean, Green & Beautiful Committee, held on March 18, 2020, including any additional information and new business, be confirmed.

3. MINUTES OF PREVIOUS MEETING

It was consensus of the Committee to confirm the Minutes of Meeting No. 02-2020 held on February 19, 2020, be confirmed.

4. INDOOR TURF FACILITY DESIGN PRESENTATION

Mr. M. Vodrey, Mr. D. Ryall, Mr. M. Greatrix, Mr. D. Bodnarchuk and Mr. D. Stewart from Stantec provided a detailed, informative presentation on the design to date for the new multi-use indoor sports facility at Chapples Park.

The design site goals are to present a strong community image, respond to future sport field development, enhance public safety and user enjoyment of the park, incorporate existing site features and contours, respond to site access points and the environment and allow for efficient pedestrian access from all forms of transportation.

Stantec incorporated the Clean, Green & Beautiful criteria within the site, building and landscaping designs.

A discussion was held relative to the presentation. The Committee agreed to invite the group from Stantec back after the design plans are more conclusive, including colours, materials being used, an update on when the building is expected to be carbon neutral, etc.

5. CLEAN, GREEN & BEAUTIFUL AWARD IN PARTNERSHIP WITH THE CHAMBER

Ms. K. Hell to re-send the nomination link and score sheet spread sheet to the Award Selection Working Group.

Ms. K. Lewis to reach out to the Chamber to request an extension on the deadline for submissions to February 28 from February 24.

Ms. S. Godwin to set up a meeting with the working group to finalize the selection of the Clean, Green & Beautiful Award.

6. CLEAN, GREEN & BEAUTIFUL ACTION PLAN

The Clean, Green & Beautiful Action Plan was provided to the Committee for review and/or input.

7. 4TH GATEWAY MEDIA COVERAGE

The Chair noted there had been media coverage of the 4th Gateway including acknowledgement of the Clean, Green and Beautiful Committee.

The Committee discussed changing its plans for a May celebration event of the new Gateway, given the coverage and the fact that the Gateway is off the highway, making it difficult to gather.

At a future meeting, the Committee will discuss options for incorporating the celebration with another 2020 event.

8. 50th ANNIVERSARY LEGACY PROJECT

No update.

9. LITTER REPORT AND ACTION PLAN 2020

Ms. S. Costigan provided the Committee with EcoSuperior's 2020 Litter Prevention Plan and Budget Breakdown.

- Research, Auditing and Evaluation of waste, recycling and cigarette receptacles
- Partnerships, Engagement and Collaboration
- Education, Awareness and Communication including social media
- Infrastructure Improvements
- Enforcement, working with bylaw officers to develop a method of information sharing on litter complaints and to track litter hot spots

A discussion was held relative to Council's questions in regards to the EcoSuperior 2020 Litter Prevention Plan and funding provided by the Clean, Green & Beautiful Committee.

- EcoSuperior does not provide funding to grassroots organizations.
- However, supplies, equipment and safety are provided to grassroots organizations and other spring clean-up initiatives on a request basis
- In regards to maintenance and installation of litter containers, EcoSuperior maintains one by the bus stop by their building. Transit, Roads and Parks maintain others across the city. EcoSuperior can provide further information on numbers of containers for a future meeting. An inventory is one of the actions in the 2020 workplan

MOVED BY: Ms. S. Godwin
SECONDED BY: Ms. D. Pallen

THAT the EcoSuperior Litter Prevention Plan for 2020 funded by the Clean, Green & Beautiful Committee, be approved

CARRIED

Ms. S. Costigan will arrange with the Manager, Solid Waste and Recycling to provide the annual update on litter to the Committee of the Whole.

10. HERITAGE COMMITTEE UPDATE

Ms. D. Pallen shared with the Committee that the Heritage Advisory Committee held its 2020 election. Andrew Cotter was elected as Chair and Douglas Yahn was elected as Vice-Chair.

It was decided at the Committee's last meeting that moving forward it will be acknowledged that the Heritage Advisory Committee are meeting on Traditional First Nation land.

To view updates and further information visit the Heritage Committee website.

11. PUBLIC ART COMMITTEE UPDATE

The Committee welcomed a new member to the Public Art Committee, Becky Suttle, an architectural technologist.

The Arts and Heritage Awards will be held in November 2020. The call for nominations will go out in the next couple of months.

A new 'call to artists' will go out this year to redesign the Arts and Heritage Award object that is given out incorporating the City's 50th Anniversary of amalgamation.

Digital Walking Tours: The Public Art Committee revisited the presentation given by Laurie Abthorpe regarding the Wander App. There will be at least one Public Art tour included in the project. It will be the waterfront artwork.

To view updates and further information visit the Public Art website

12. COMMITTEE MEMBERSHIP

Deferred to March Meeting.

13. NEXT MEETING

Committee meetings are held on the 3rd Wednesday of each month, except July and August, from 10:00 a.m. until 12:00 p.m. in the McNaughton Room, 3rd Floor of City Hall, unless otherwise notified.

- Wednesday, April 15, 2020
- Wednesday, May 20, 2020 – 9 am – 1 pm
- Wednesday, June 17, 2020
- Wednesday, September 16, 2020
- Wednesday, October 21, 2020
- Wednesday, November 18, 2020
- Wednesday, December 16, 2020

14. ADJOURNMENT

The meeting adjourned at 11:55 am.

DATE: SEPTEMBER 16, 2020

MEETING NO. 03-2020

TIME: 10 AM

PLACE: MICROSOFT TEAMS

CHAIR: COUNCILLOR R. JOHNSON

MEMBERS:

Councillor R. Johnson, *City Council*
Ms. B. Baker, *Local Artist*
Ms. M. Richardson, *EcoSuperior*
Mr. H. Sreeja, *Youth Representative*
Mr. A. Viljoen, *Citizen Representative*
Ms. S. Godwin, *Thunder Bay Art Gallery*
Mr. K. Jessiman, *Medium Business Representative*
Ms. D. Pallen, *Heritage Advisory Committee*
Mr. S. Margarit – *Large Business Representative*
Mr. A. Puiatti, *Architecture*

OFFICIALS:

Ms. K. Lewis, Director Corporate
Strategic Services
Ms. K. Hell, Administrative Assistant –
Corporate Strategic Services

GUESTS

Ms. L. Constanzo, Cultural Development
& Events
Mr. C. Campbell, Infrastructure &
Operations

1. **WELCOME & DISCLOSURES OF INTEREST**

The Chair, Councillor R. Johnson, called the meeting to order at 10 am. There were no disclosures of interest declared at this time.

2. **AGENDA APPROVAL**

It was the consensus of the Committee that the agenda for Meeting No. 03-2020 of the Clean, Green & Beautiful Committee, held on September 16, 2020, including any additional information and new business, be confirmed.

3. **MINUTES OF PREVIOUS MEETING**

It was consensus of the Committee to confirm the Minutes of Meeting No. 02-2020 held on February 19, 2020, be confirmed.

4. GRAFFITI REPORT

Mr. C. Campbell presented the 2019 Graffiti Report. (Pages #-#).

Overall, a positive result is there has been a decline in graffiti related calls to 211.

The Graffiti By-Law was included with the previous minutes for further clarification of the City's mandate.

A discussion held relative to the rules around commissioned graffiti.

Ms. K. Hell to send Mr. H. Sreeja contact information for possible campaigns within the College and University.

5. 50th ANNIVERSARY BUS UPDATE

Ms. L. Constanzo updated the Committee on the 50th Anniversary Bus.

Boy Roland was the artist commissioned through a call out to artists. A jury of the Public Art Committee chose the successful candidate.

The theme of the bus is 'Taking a Walk'. The process including final approval of creative, printing and installation will take approximately 6-8 weeks for completion. The creative will include the City of Thunder Bay and Clean, Green & Beautiful logos.

The second bus 'All Together' is in the beginning stages and is a more community based project.

A request made to view Boy Roland's artist proposal. L. Constanzo will send it out to the Committee.

6. VICE CHAIR ELECTION

A proposal made to the Committee by the Chair to elect a vice chair at this meeting or defer until October.

The consensus of the Committee was to wait until the October meeting. Leading up to that the Chair also suggested for all members to think about it.

7. 2021 BUDGET UPDATE

K. Lewis provided an update on the proposed \$200,000 budget and the Committee agreed to allocate the funds as follows:

\$20,000 - Emerging Projects includes High Schools

\$20,000 – Anti-Litter
\$10,000 - Awards & Promotions
\$15,000 – Public Art
\$135, 000 - Image Route and New Projects

Ms. K. Lewis will provide an update on the Clean Green and Beautiful reserve fund at the October meeting.

Members of Committee expressed a desire to have input into the budget earlier in future years, though understood this was not possible this year due to the pandemic.

8. FUTURE PROJECTS

A discussion held relative to the bus tour that was to take place in June. The Committee agreed they would like to proceed with the bus tour prior to the snow.

Ms. K. Lewis will follow-up on the likeliness and protocols needed during COVID-19.

9. LITTER UPDATE

Ms. M. Richardson provided an update on the litter campaigns.

Spring-Up to Clean-Up did not happen this year due to COVID-19. Approval was received to move forward with Spring into Fall Clean-up. The launch planned for October will coincide with Waste Reduction Week. Ms. M. Richardson will send the information to the Committee.

10. AWARDS

The 2020 Clean, Green & Beautiful recipient was chosen in April and will be announced during the upcoming virtual Chamber of Commerce event.

Awards Working Group consists of Ms. S. Godwin, Ms. B. Baker, Ms. K. Lewis, Mr. A. Puiatti, Mr. P. Mersch and Mr. K. Jessiman. The group is to meet and reach out to the Chamber of Commerce for the 2021 awards.

Ms. K. Hell to send contact and criteria from this years' process.

11. 15TH ANNIVERSARY BROCHURE UPDATE

The outline for the 15th Anniversary Brochure is completed.

Not much has happened since COVID-19, suggested to leave on the agenda as a standing item until April 2021.

12. HIGH SCHOOL EMERGING PROJECTS

Ms. K. Hell is to reach out to each of the High Schools to find out the status of their projects and if any are ready to provide a report virtually at the October or November meeting.

13. 50th ANNIVERSARY LEGACY PROJECT

CGB Committee's planned legacy project – the Memorial Unity Opportunity Site - for the 50th Anniversary is on indefinite hold due to the COVID-19. The project was too complex to complete during the pandemic and the budget was reduced as part of cost containment. Committee members expressed the hope that it will proceed at some future date.

The 50th Anniversary Committee has recommended to Council that a City Permanent Word Sign be designed and installed as the legacy project for the 50th Anniversary.

The Committee agreed to be involved, subject to recognition of the partnership and the ability to have input on the draft design. The Committee agreed to contribute \$25,000 towards the \$150,000 project

14. PUBLIC ART

Deferred to next meeting.

15. HERITAGE COMMITTEE UPDATE

Ms. D. Pallen provided an update relative to the above.

A few highlights, Doors Open virtual tour, demolition of Dease Pool and the interior of the Whalen building being renovated.

To view updates and further information visit the Heritage Committee website.

16. FUTURE MEETING DATES

- Wednesday, October 21, 2020 – Microsoft Teams
- Wednesday, November 18, 2020
- Wednesday, December 16, 2020

17. ADJOURNMENT

The meeting adjourned at 12:05 pm.

DATE: OCTOBER 21, 2020

MEETING NO. 04-2020

TIME: 10 AM

PLACE: MICROSOFT TEAMS

CHAIR: COUNCILLOR R. JOHNSON

MEMBERS:

Mayor B. Mauro, *City Council*
Councillor R. Johnson, *City Council*
Ms. B. Baker, *Local Artist*
Mr. J. Charette, *Ministry of Tourism, Culture & Sport*
Mr. H. Sreeja, *Youth Representative*
Mr. A. Viljoen, *Citizen Representative*
Ms. S. Godwin, *Thunder Bay Art Gallery*
Mr. K. Jessiman, *Medium Business Representative*
Ms. D. Pallen, *Heritage Advisory Committee*
Mr. S. Margarit – *Large Business Representative*
Mr. A. Puiatti, *Architecture*
Ms. K. Holmes, *Public Art Committee*

OFFICIALS:

Ms. J. Fazio, *Planner II*
Ms. K. Hell, *Administrative Assistant –*
Corporate Strategic Services

GUESTS

Ms. P. Mader, *Cultural Development &*
Events
Mr. S. Spenrath, *Dennis Franklin Cromarty*
High School

1. **WELCOME & DISCLOSURES OF INTEREST**

The Chair, Councillor R. Johnson, called the meeting to order at 10 am. There were no disclosures of interest declared at this time.

2. **AGENDA APPROVAL**

It was the consensus of the Committee that the agenda for Meeting No. 04-2020 of the Clean, Green & Beautiful Committee, held on October 21, 2020, be changed to allow for certain items due to time constraints.

3. **MINUTES OF PREVIOUS MEETING**

It was consensus of the Committee to confirm the Minutes of Meeting No. 03-2020 held on September 16, 2020, be confirmed.

4. SECONDARY SCHOOL EMERGING PROJECT PRESENTATIONS

Mr. S. Spenrath from Dennis Franklin Cromarty displayed one of four Buddy Benches the students produced. Beautiful wooden benches that feature a metal design inset on the back made by the students on site. The purpose of the benches is, if you see someone sitting alone; approach them to see if they need to talk and/or companionship.

The remaining high schools have not started their projects due to COVID-19 shortening the school year. The consensus is to wait and see what happens before discussing the 2021 projects.

5. 50th ANNIVERSARY LEGACY PROJECT UPDATE

Ms. B. Baker provided an update on the 50th Anniversary. The 50th Anniversary Committee will reach out to the public in regards to ideas for the Time Capsule. The tour mobile app is delayed.

The Committee discussed being involved and having input into the City Permanent Word Sign, which the Committee approved for funding of \$25,000 at its September 16, 2020, meeting.

6. VICE CHAIR ELECTION

Mr. A. Viljoen expressed in becoming Vice-Chair. There were no other nominations.

The consensus of the Committee was welcome Mr. A. Viljoen as the Clean, Green & Beautiful Committee's new Vice Chair.

7. AWARDS

The 2020 Clean, Green & Beautiful recipients – Take a Hike and Take 2 Boutique were announced today virtually.

Link provided for the 2020 Award Announcements

The Committee agreed to continue with the Chamber of Commerce and will revisit after two years.

8. FUTURE PROJECTS

A discussion held relative to the bus tour. A physical bus tour does not appear to be feasible at this time. Administrative team is developing a virtual tour. In addition using Google Street View a before and after shot in time is available. The virtual tour will also allow lots of time to look at the projects.

The Committee would like a list of the areas to allow them to go on their own to view the projects.

9. PUBLIC ART COMMITTEE UPDATE

The Committee would appreciate involvement in the review of the concept design for the City Permanent Word Sign.

Moving forward again this year with the Snow Sculptures with a new plan during COVID-19.

The 'Taking a Walk' 50th Anniversary art bus should be ready to be on the road late November to early December.

The 'All Together' art bus has been moved in 2021 due to being at the beginning stages and it has involves significant community engagement.

Fourth Gateway project is complete.

10. HERITAGE COMMITTEE UPDATE

Ms. D. Pallen provided an update relative to the above.

Highlights included the Doors Open virtual tour, an update on the Finnish Labor Temple and Women in History.

To view updates and further information visit the Heritage Committee website.

11. ROUNDTABLE

Mr. H. Sreeja did a power point presentation on Graffiti to Confederation College and Lakehead University. SUCCI has expressed interest and will have confirmation after the next board meeting.

S. Godwin shared that everyone should come and see the Maude Lewis exhibit at the Thunder Bay Art Gallery that runs until January 3, 2021

12. FUTURE MEETING DATES

- Wednesday, November 18, 2020 MS Teams
- Wednesday, December 16, 2020

13. ADJOURNMENT

The meeting adjourned at 11:20 am.



MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Parking Authority Board Minutes

SUMMARY

Minutes of Meeting No. 09-2020 of the Parking Authority Board held on September 15, 2020, for information.

ATTACHMENTS

1 PAB minutes Sept 15 2020

Minutes of Meeting

Parking Authority Board

MEETING #: 09
DATE: September 15, 2020
TIME: 3:00 PM
PLACE: Transit Boardroom
CHAIR: Chris Krumpholz, Member

ATTENDEES: Brian Hamilton, Member
Frances Larizza, Member
Jonathan Paske, Supervisor – Parking Authority
Doug Vincent, Manager – Licensing & Enforcement
Kara Pratt – Waterfront BIA Representative

REGRETS: Mark Smith, GM – Development & Emergency Services

1. Confirmation of Agenda

Moved by Frances Larizza, seconded by Chris Krumpholz.

“With respect to the September 15, 2020 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 18, 2020 Meeting

Moved by Frances Larizza, seconded by Chris Krumpholz.

“That the minutes of the Parking Authority Board meeting held August 18, 2020 be approved.”

CARRIED

3. Outstanding Items

The RFP for Parking Management Solutions (mobile parking purchase, ticket management system, and online payments) is in progress. Legal Services is reviewing the agreement.

Members were advised that following the creation of the operating budget and related discussions it was decided that the two parkade projects would be postponed and that only priority work would be completed this year. The engineers indicate there is no structural concerns or safety issues with postponing the planned works. By not spending the capital dollars in 2020 results in a savings of debt repayment and interest expenses in the 2021 operating budget.

4. Financial Statement

The financial statement indicates at this point in time revenues are approximately 32% (\$790,000) below budget primarily due to COVID. Expenses are approximately 13% (\$225,000) below budget, mainly due to staff being laid off or redeployed as well as a reduction in enforcement officers, also due to COVID. It is noted that revenues are beginning to very slowly increase as reopening continues and people resume parking again. Members were informed that, informally, it has been indicated by executive management and ERT that Parking Authority's budget deficit in 2020 will be covered by some of the COVID relief funds the City received from the government and that reserve funds will not need to be used.

5. 2021 Proposed Operating Budget

Members were provided Parking Authority's 2021 proposed operating budget. Some line items of note is an increase in janitorial expenses due to enhanced cleaning at the parkades due to COVID. Some expenses are expected to decrease slightly due to COVID such as coin processing services and postage. Overall, revenues are being budgeted at an 18% decrease due to COVID. Members were advised that this estimate is in line with what some other municipalities feel is reasonable given the current state and that it is difficult to predict what 2021 will bring. The budget predicts a \$465,500 deficit and it is unclear at this point if Parking Authority will receive any financial assistance if such a deficit is realized at year-end 2021. The Board supports the budget as presented.

6. New Business

The Waterfront BIA representative asked if there has been a decrease in the instances of the Waterfront parkade being used as a bathroom since the portable washrooms have been in place because of the StrEATery downtown. Parking Authority indicated they have had a positive effect. An email will be sent saying as much to the BIA as there may be a possibility of a cost sharing opportunity to keep these washrooms after the StrEATery is removed.

7. Next Meeting

The next meeting will be October 13, 2020 at 8:30 AM. Location TBD.

8. Adjournment

Moved by Frances Larizza, seconded by Brian Hamilton.

“That the September 15, 2020 Parking Authority Board meeting be adjourned.”

CARRIED

Meeting adjourned at 4:15 PM.

Corporate Report

| | | | |
|---------------------------------|---|-----------------------|------------|
| DEPARTMENT/ DIVISION | Infrastructure & Operations - Engineering & Operations | REPORT NO. | R 138/2020 |
| DATE PREPARED | 10/28/2020 | FILE NO. | 0500.003 |
| MEETING DATE | 12/07/2020 | | |
| SUBJECT | 2021 Local Improvement Projects | | |

RECOMMENDATION

With respect to Report No. R 138/2020 (Infrastructure & Operations - Engineering & Operations), we recommend that the local improvement project for curb and gutter on Aspen Street between River Street and Dawson Street be included in the 2021 capital budget for consideration for \$68,300 [gross] and \$8,100 [net];

AND THAT any necessary bylaws be presented to City Council for ratification.

EXECUTIVE SUMMARY

The purpose of this report is to make recommendations relative to local improvement work to provide municipal services on Aspen Street as part of the 2021 capital budget.

DISCUSSION

In October 2020, the City received a local improvement petition for curb and gutter work from the residents on Aspen Street between Dawson Street and River Street. The location is shown in Attachment 'A'. The petition was deemed to be sufficient as defined in the *Municipal Act 2001* as amended. This petition was initiated by the residents in response to being advised by Administration that Aspen Street is being scheduled for road base and pavement repairs in the capital budget.

This is a short one block section of residential street. Administration is recommending it would be appropriate to proceed with curb and gutter local improvement on the street.

City Council approval is requested as part of the capital budget process. Planning Services Division has no additional comments on this project.

FINANCIAL IMPLICATION

The following summary of estimated costs is provided for local improvement work on Aspen Street. The City share [net] is limited to the cost of curbing within the road allowances at the intersecting streets and any flange exemptions allowed at corner lots.

| Street | Type | Gross | Net |
|--|-----------------|----------|---------|
| Aspen Street - River Street to Dawson Street | Curb and gutter | \$68,300 | \$8,100 |

The provisions for the City share of this local improvement on Aspen Street will be included in the 2021 capital budget submission for Council's approval.

CONCLUSION

It is concluded that the local improvement petition for curb and gutter work on Aspen street should be included in the 2021 capital budget for consideration.

BACKGROUND

The City often receives local improvement requests for the extension of services. In an effort to ensure the orderly provision of municipal services, to maintain consistent standards and to coordinate the work with other projects, local improvement petitions are reviewed on an annual basis with Engineering and the Planning Services Division. It is a policy that Administration provides comments on each petition before it is included for consideration in the capital budget.

REFERENCE MATERIAL ATTACHED:

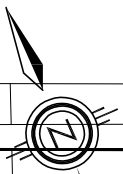
Aspen Street - Attachment A - Site Plan

PREPARED BY: Rick Harms, P.Eng Project Engineer – Engineering Division

| | |
|--|-------------------|
| THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER) | DATE: |
| Kerri Marshall, General Manager – Infrastructure & Operations | November 20, 2020 |

RIVER STREET

20.12



4.83

#579

#244

#240

#236

#230

#226

#546

ASPEN STREET

20.12

#561

#241

#237

#231

#227

#223

#219

#534

20.12

DAWSON STREET

Committee of the Whole - December 7, 2020

ASPEN STREET
LOCAL IMPROVEMENT
CURB & GUTTER
RIVER ST. TO DAWSON ST.
N.T.S. 28 of 74

MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Standards for Winter Control

SUMMARY

At the December 5, 2016 Committee of the Whole meeting, a resolution was passed recommending an operational review to examine ability to respond to winter weather events and to identify options to mitigate the impacts of extreme weather.

Memorandum from Mr. B. Adams, Manager - Roads Division, dated November 10, 2020 containing a motion relative to the above noted.

RECOMMENDATION

With Respect to the memorandum from Mr. B. Adams, Manager Roads, dated November 10, 2020, we recommend that Outstanding Item No. 2016-029 relative to an operational review to meet the minimum maintenance standards be removed from the Outstanding List as requested.

ATTACHMENTS

1 B Adams memo dated Nov 10 2020

Memorandum

TO: Mayor and Members of Council

FROM: Brad Adams, Manager Roads – Infrastructure & Operations

DATE: November 10, 2020

MEETING
DATE: December 7, 2020

SUBJECT: R2016-029 Standards for Winter Control

This memorandum is in response to Resolution 2016-029 Standards for Winter Control from Councillor Pullia relative to Service Level Standards for Winter Control where a motion was put forward for an external consultant to be engaged to conduct an operational review to examine the Department's ability to respond to winter weather events and identify options to mitigate the impacts of extreme weather including the identification of what resources would be required for the City of Thunder Bay to adopt the Provincial Maintenance Standards for Winter Operations.

A deferral motion was presented by Councillor Ch'ng with respect to Councillor F. Pullia's memorandum, dated December 1, 2016, it was recommended that the resolution be deferred until route optimization software is implemented.

Existing Service Levels

The Roads Section follows the Roads Maintenance Objectives as it relates to service level delivery for all aspects of roads maintenance including winter operations. The Roads Maintenance Objectives were updated after completing a citizen survey and endorsed by City Council in 2016. The Roads operating budget is based on meeting the level of service targets identified within the Roads Maintenance Objectives.

Prior to the start of each winter season, plow routes are evaluated and adjusted as necessary to address changes resulting from network improvements and expansion while meeting the level of service identified within the Winter Operation Objective. As of 2016 following this process, Roads has been able to reduce a plow beat and corresponding fleet requirement by one grader and continue to review opportunities for optimizing routes for additional reductions.

Grant Thornton City Program and Service Review, Phase Two Final Report

Grant Thornton completed a service review in 2020 for the corporation, identifying sections in the corporation with opportunities for improvements and efficiencies. As identified within the report relevant to the Roads Section:

- Overall, Roads has done a good job controlling costs compared to other municipalities as:
 - COTB has one of the lowest costs for winter maintenance when benchmarked with other municipalities - The winter maintenance cost per lane km is \$1,502.26 for roads and \$1,930.89 for sidewalks. The average cost for winter maintenance for single tiered municipalities is \$4,315/km.

Minimum Maintenance Standards

The Provincial Minimum Maintenance Standards identify a different level of service for Winter Operation in comparison to the City's Roads Maintenance Objectives, primarily in response time to accumulation on the roadway surface.

In order for the Roads Section to meet the Minimum Maintenance Standards it would require additional full-time staff, service provider hours, and equipment. In addition, changes to the parking restriction by-law and corresponding signage throughout the city would need to be replaced.

On November 12, 2002 Corporate Report 2002ER.027 was presented to City Council comparing the City's existing Quality Standards versus the Minimum Maintenance Standards and it was recommended that the City continue to follow the Quality Standards.

Optimization Software

Optimization software was explored for possible savings related to winter operation plow beats in 2018 and 2019. There were limitations in the ability of the route optimization software to be customized to Roads winter operations.

Due to limitations, the current evaluation and optimization process of reviewing plow routes prior to the start of each winter season will continue.

Recommendation

The purpose of this memo is to recommend that Resolution 2016-029 Standards for Winter Control be removed from the outstanding list.

Please present the following recommendation for consideration at the December 7, 2020 Committee of the Whole meeting:

With Respect to the memorandum from Mr. B. Adams, Manager Roads, dated November 10, 2020, we recommend that Outstanding Item No. 2016-029 relative to an operational review to meet the minimum maintenance standards be removed from the Outstanding List as requested.

Yours Truly,

Brad Adams Manager Roads

Cc: Norm Gale, City Manager
Krista Power, City Clerk

MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Investing in Canada Infrastructure Program (ICIP) – COVID-19
Resilience Infrastructure Stream

SUMMARY

Memorandum from Ms. K. Marshall, Director - Infrastructure & Operations relative to the above noted. (Distributed separately)

MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Waterfront Trail Development

SUMMARY

At the October 26, 2020 Committee of the Whole meeting, a resolution was passed requesting information on sections of the Waterfront Trail that could be completed in 2021 with the associated costs.

Memorandum from Ms. K. Dixon, Director - Engineering & Operations, dated November 20, 2020 relative to the above noted, for information.

ATTACHMENTS

1 K Dixon memo dated Nov 20 2020

Memorandum

TO: Mayor and Members of Council

FROM: Kayla Dixon, Director Engineering & Operations – Infrastructure & Operations

DATE: November 20, 2020

MEETING
DATE: December 7, 2020

SUBJECT: Possible Waterfront Trail Implementation 2021

This memorandum is in response to a motion carried by Council October 26, 2020 requesting information on sections of the Waterfront Trail that could be completed in 2021 with the associated costs.

Administration reviewed the Waterfront Trail Improvement Plan that was prepared in 2014 to determine sections of trail that no property or other significant design barriers existed and that if created would provide a reasonable destination or move forward an integrated project. The following sections were identified. None of the costs identified have been included in the 2021 budget at this time, capital or operating. Annual operating costs for multi-use trails are currently in the order of \$1,270 per kilometre.

Extension from Prince Arthur's Landing north on North Water Street

This section of the Waterfront Trail is part of the priority section recommended in the Active Transportation Plan. It follows North Water Street which is a low volume road. It is approximately 2 km long and would only require signage. This section provides an extension of the existing trail through Prince Arthur's Landing and has a section along the shoreline with clear views of Lake Superior. It is proposed to create a lookout as a terminus of the trail at the north limit which has access to the beach that is there. The lookout would consist of a concrete pad and several benches with waste receptacles for litter and recycling. Costs associated with signing this section of trail are estimated to be \$25,000 with the cost of the lookout estimated to be \$20,000 for a total cost of \$45,000.

Island Drive from Main Street to the Floodway

This section of Island Drive is approximately 700 m and is in the forecast for resurfacing so trail work would be integrated into this capital project. Implementation of the Waterfront Trail on this section of road would consist of a 3 m shoulder widening on one side of the road to provide a bidirectional multiuse trail with signage. This would be a relatively stranded section of trail but provides connections to existing trails along the floodway. Soils in the area are poor, resulting in extra costs for the required widening, as would relocating existing street lights. Approval would be required by the Lakehead Regional Conservation Authority for construction of the widening as it is in an Environmental Protection Zone. The cost of resurfacing Island Drive is \$250,000 and is not currently included in the 2021 pavement rehabilitation projects. Costs associated with construction of the

widening and signage for this section of trail are estimated to be an additional \$350,000 for a total cost of \$600,000.

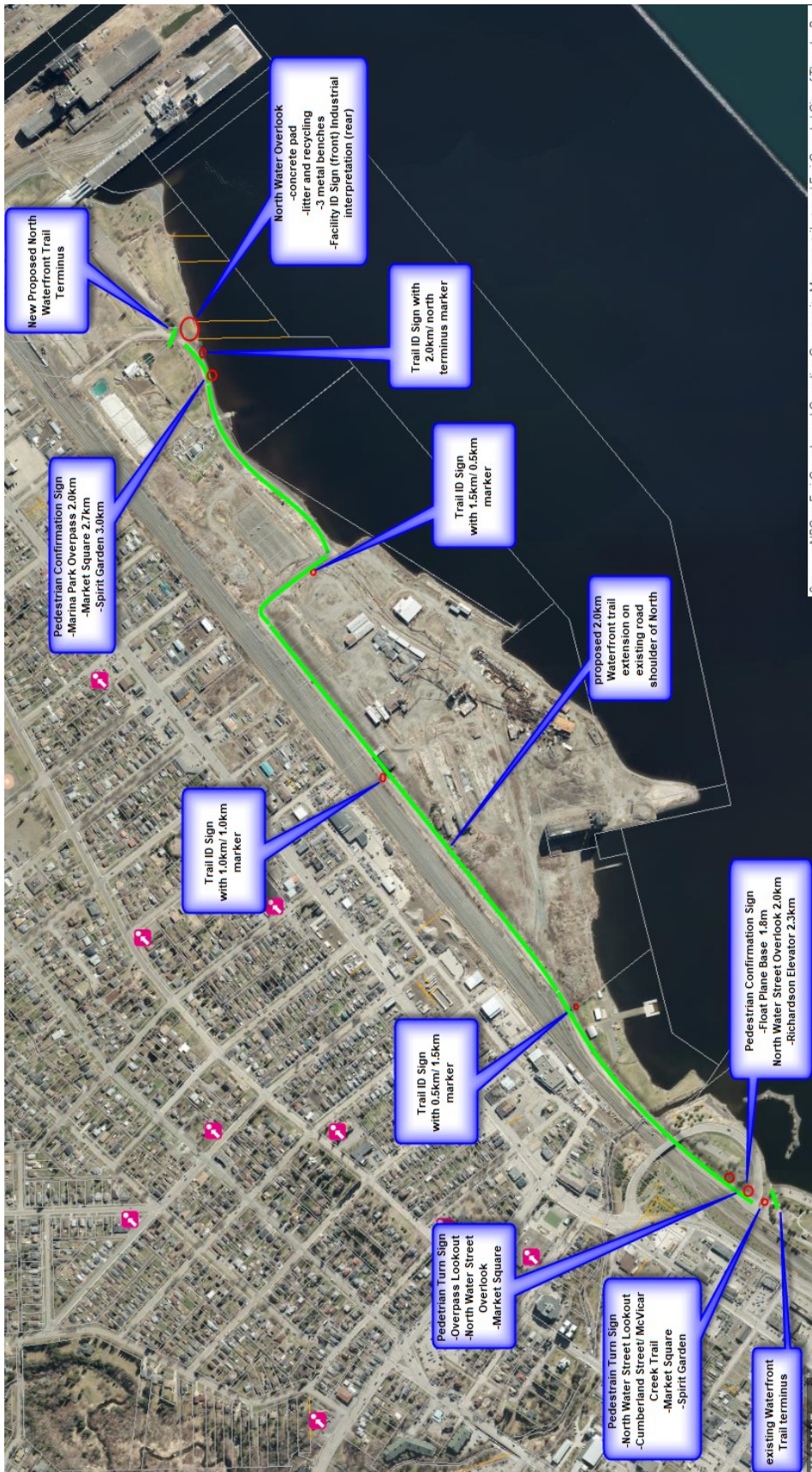
106th Street from Island Drive to Mission Island Marsh

This section of the Waterfront Trail follows 106th Street and 105th Street which are low volume roads. It is approximately 2.1 km long and would only require signage. As the road is straight and views from the road are relatively uninteresting, an option can be developed to provide an off road pedestrian path along an unopened right-of-way parallel to 106th Street and the adjacent city owned property. This would allow bikes to travel the road and pedestrians to have the option to travel the road or an off road 3 m wide gravel path. In time it may be possible to upgrade the pedestrian path for bicycle use as well. There is a possible future opportunity to extend the noted pedestrian path to join to paths within the Mission Marsh Conservation Area in partnership with the Lakehead Region Conservation Authority. Costs associated with signing this section of Waterfront Trail are estimated to be \$20,000 and costs for implementing the pedestrian path are estimated to be \$155,000.

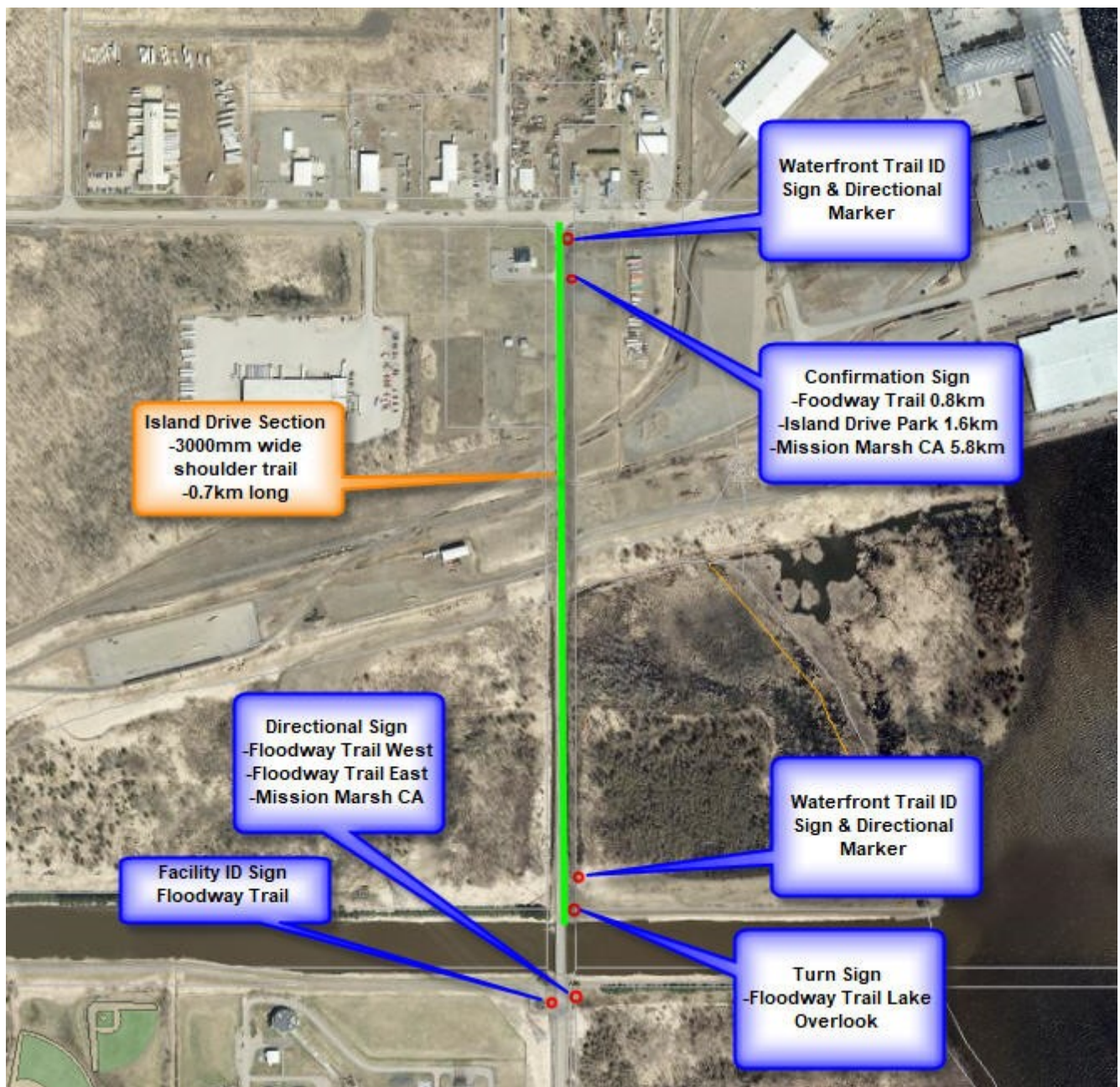
Land Negotiations

It has been identified that a logical continuation of the Waterfront Trail exists south of Prince Arthur's Landing, south of the Pool 6 lands. This approximate 1.2 km section of trail runs through private property until it meets Maureen Street and is proposed to run along an extension of Sleeping Giant Parkway which will provide a second above grade access to the marina by way of the Central Avenue Overpass. It is suggested that Administration re-start discussions with appropriate landowners for land acquisition and determine the appetite in the short term for a lease for construction of the Waterfront Trail. Results of negotiations would be brought to Council for direction.

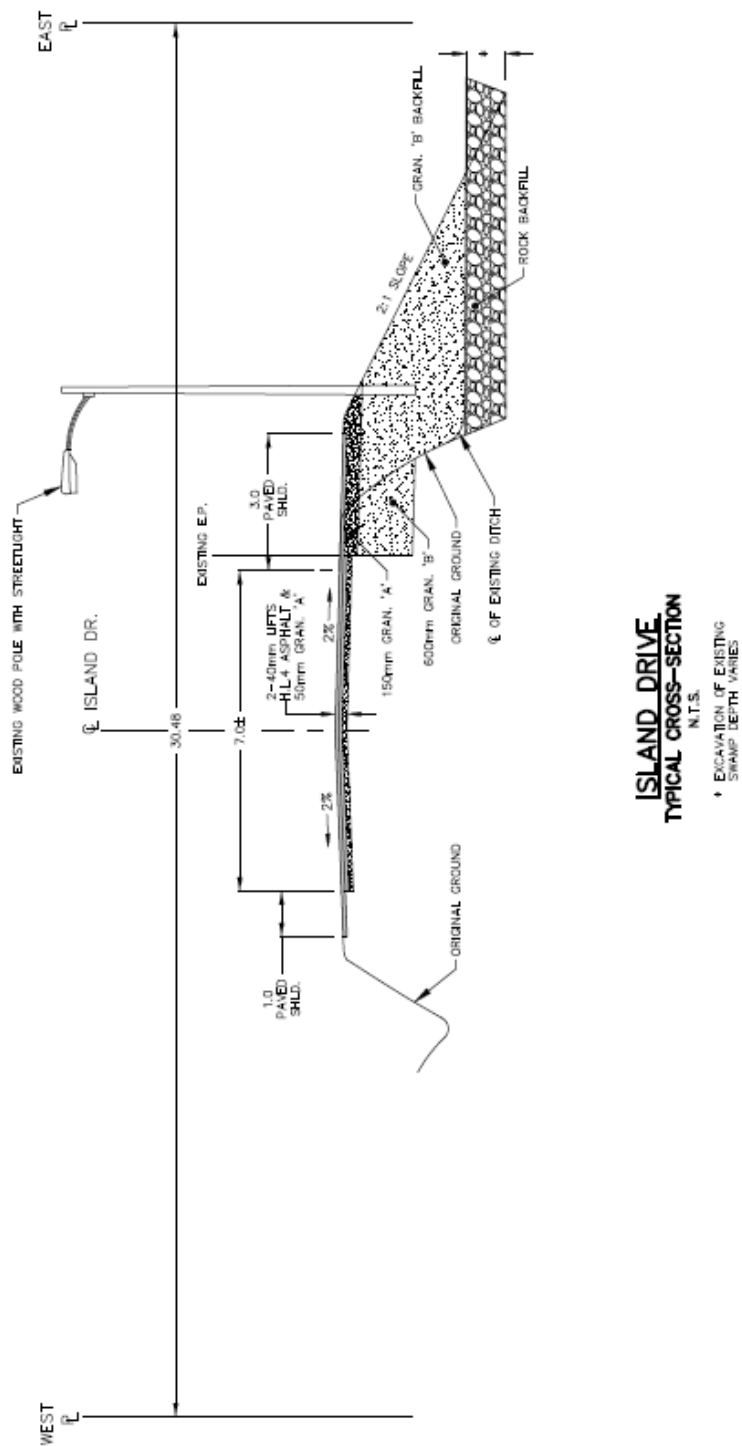
Maps of proposed work through the above sections follow.



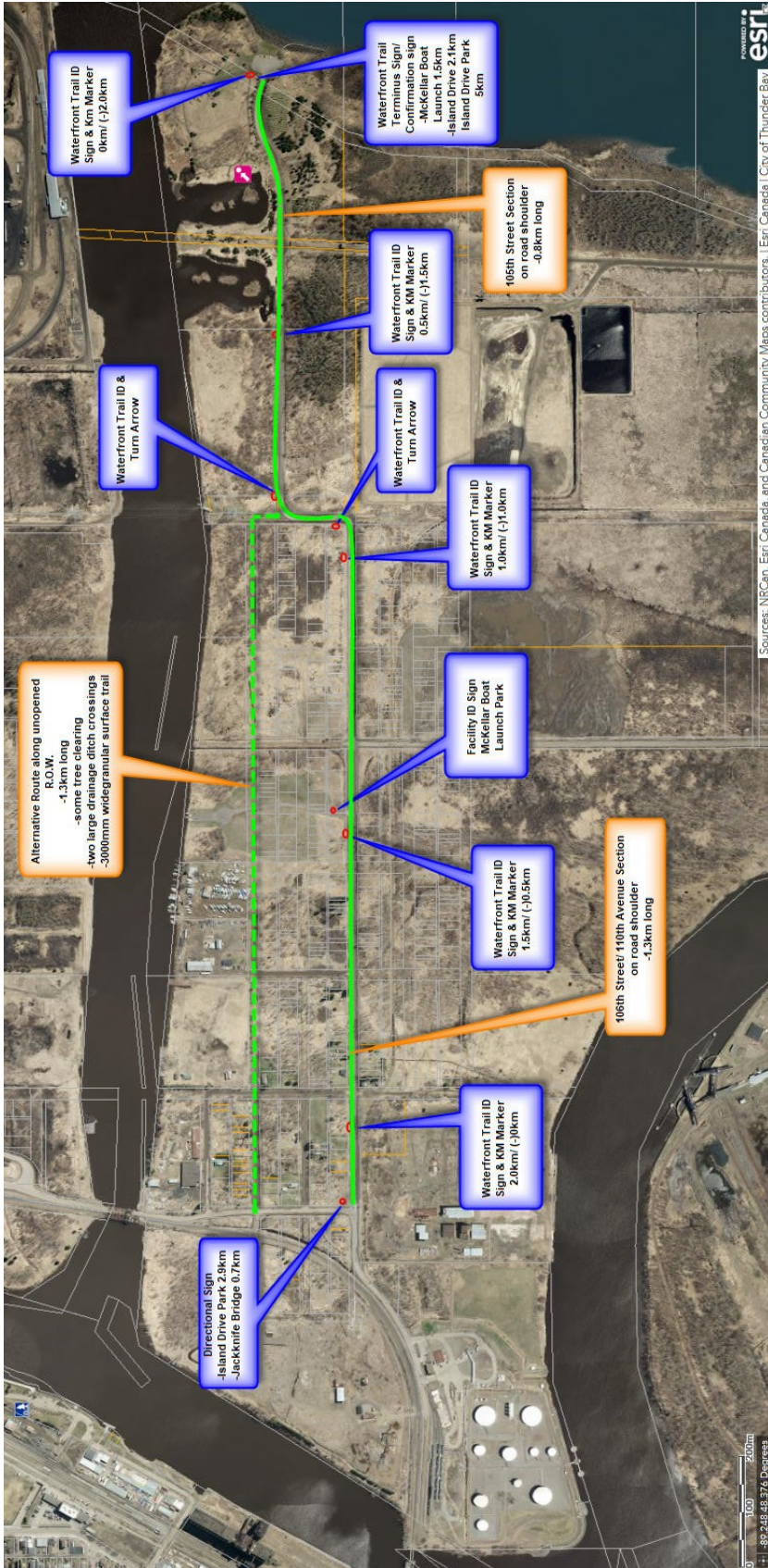
North Water Street Section



Island Drive Section



Island Drive Cross Section



106th/105th Streets Mission Island Section

MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Eye on the Street

SUMMARY

At the September 28, 2020 City Council meeting, a motion from the September 14, 2020 Committee of the Whole meeting was passed directing Administration to review the feasibility of transferring the Eye on the Street program to Thunder Bay Police Services and assess the cost to carry out such a transfer.

Memorandum from Mr. C. Campbell, Manager – Central Support Division, dated November 26, 2020 relative to the above noted, for information.

ATTACHMENTS

1 C Campbell memo dated Nov 26 2020

Memorandum

*Infrastructure & Operations
Central Support Division*

TO: Mayor & Council

FROM: Charles Campbell, Manager

DATE: November 26, 2020

SUBJECT: Eye on the Street - Motion from Councillor Peng You
City Council – September 28, 2020

At the September 28, 2020 City Council meeting, a motion from the September 14, 2020 Committee of the Whole meeting was passed asking Administration to review the feasibility of transferring the Eye on the Street program the Thunder Bay Police Services (TBPS) and assess cost to carry out such a transfer. The motion was shared with TBPS and their response was that they “are not prepared to take over the Eye program at this time. Our belief is that the privacy and public interest concerns are easier to address with the City’s administration of the program.” They did express a willingness to revisit this position after new technology is installed.

Since no transfer is contemplated at this time and the current upgrade plan will result in changes in how operations are supported, an analysis of the potential costs of a transfer would be premature.

The equipment and technology upgrade is expected to take place in the first quarter of 2021. Background on the changes to operations due to the upgrade will be included in the annual program report to council in mid-2021.

It is the recommendation of Administration that the Eye program should continue to be a City operated program, with cooperation and input from the TBPS. The annual Eye report includes a statement from the TBPS, and should their position change with regard to administering the program, that will be communicated for Council consideration and further analysis.

c.c. Norm Gale, City Manager
Executive Management Team
Cynthia Cline, Deputy City Solicitor

MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Stop Arm Cameras

SUMMARY

At the July 20, 2020 Committee of the Whole meeting, a resolution was passed directing Administration to report back on the City's responsibility and role relative to the installation of stop arm cameras on school buses.

Memorandum from Ms. L. Taylor, Solicitor-Prosecutor and Ms. C. Cline, Deputy City Solicitor, dated November 23, 2020 relative to the above noted, for information.

ATTACHMENTS

1 L Taylor and C Cline memo dated Nov 23 2020

MEMORANDUM

TO: Mayor Mauro and Members of Council

FROM: Lilian Taylor, Solicitor-Prosecutor, Cynthia Cline, Deputy City Solicitor

DATE: November 23, 2020

SUBJECT: Stop Arm Cameras on School Buses
December 7, 2020 – Committee of the Whole Meeting

FOR INFORMATION ONLY

At the July 20, 2020 Committee of the Whole Meeting, a motion was passed requesting that Legal Services determine the City's responsibility and role relative to stop arm cameras on school buses and provide a report on or before November 30, 2020. The bringing of this report was deferred to December 7, 2020 due to scheduling challenges.

Further to this request, please see the attached correspondence and guidance document prepared by the Ministry of Transportation outlining the legislative changes which have come into force and the resulting obligations placed on municipalities should they wish to institute an automated school bus stop arm camera system program.

cc: Kayla Dixon – Director of Engineering & Operations
Linda Evans – General Manager – Corporate Services & Long-Term Care & City Treasurer
Norm Gale – City Manager
Krista Power – City Clerk

Encl: Schedule "A" – MTO Guidance Document

August 7th, 2020

Dear Municipal Stakeholder,

I am pleased to announce that as of **September 1, 2020** the province will be introducing a new regulatory framework which sets out evidentiary rules to govern school bus stop arm camera programs. Municipalities who choose to implement school bus stop arm camera programs will be able to use evidence from camera systems in court without requiring a witness to introduce that evidence. The regulation can be found at the following hyperlink: [Ontario Regulation 424/20: School Bus Cameras](#).

The rules under the *Provincial Offences Act* for school bus stop arm camera programs will mirror those currently in place for automated speed enforcement and red-light camera programs.

In support of municipalities interested in setting up school bus stop arm camera programs in their regions, the ministry has developed the attached guidance document. This document provides relevant information to assist municipalities in developing school bus stop-arm camera programs. The Ministry also encourages participating municipalities to engage in public outreach and education when enacting school bus stop-arm camera programs to maximize safety benefits.

The Ministry asks that you please bring this notice and attached guidance material to the attention of municipal staff responsible for traffic safety. If there are any questions regarding these amendments, please do not hesitate to contact the Acting Manager at the Safety Program Development Office Erik Thomsen at (647)-638-5210 or erik.thomsen@ontario.ca.

Thank you for your assistance in communicating this change and for your ongoing efforts to help improve the safety of students travelling on school buses.

Sincerely,



Angela Litrenta
A/Director
Safety Program Development Branch
Ministry of Transportation

Attachment – Municipal Guidance Materials

School Bus Stop Arm Camera Programs

Municipalities are responsible for all aspects of school bus stop arm camera program administration and are subject to all relevant rules and procedures included in the *Highway Traffic Act* (HTA), *Provincial Offences Act* (POA) and associated regulations. Additionally, municipalities are responsible for complying with all privacy and data retention rules outlined in the *Municipal Freedom of Information and Protection of Privacy Act*.

The Ministry of Transportation (MTO) has drafted these guidelines to support municipalities in developing safety-oriented school bus stop arm camera programs in their communities by providing information on relevant legislative requirement, processes and responsibilities.

Municipalities are responsible for ensuring that school bus stop arm camera programs are implemented transparently and for the express purpose of promoting road safety, while maintaining public trust.

Ontario’s School Bus Stop Arm Camera Regulatory Framework

Effective September 1, 2020, the school bus stopping law has been expanded so that the extension of the school bus stop arm becomes an element of the offence. This change makes it illegal for drivers to pass a stopped school bus that has a stop arm extended, regardless of whether the bus’s overhead red lights are activated. This change makes it easier for provincial offences officers to make certified statements about the camera and for Crown prosecutors to demonstrate that an offence has occurred using camera technology. The prosecution of school bus camera offences will no longer require the introduction of evidence by a supporting witness.

With this new program, municipalities will continue to have the choice as to whether they would like to set up a school bus stop arm camera program in their municipality. Some examples of other evidentiary requirements include:

- ▶ State that the system used to take the photograph was an automated school bus stop arm camera system as per the regulation;
- ▶ Set out the manufacturer's name and the model number of the automated school bus stop arm camera system used to take the photograph; and
- ▶ State the name of the municipality in which the school bus was located when the photograph was taken.

For a full list of evidentiary requirements, please consult the HTA and its relevant school bus stop arm camera regulations, along with the Part 1 *Provincial Offences Act* forms.

General Operating Considerations

Municipalities should comply with existing privacy rules in the *Municipal Freedom of Information and Protection of Privacy Act* for storing and transferring sensitive information. MTO recommends that municipalities undertake a privacy assessment before launching a school bus stop arm camera program.

The camera technology chosen will need to be able to capture all elements of the offence – such as the stop arm being actuated while the bus is passed by a motor vehicle that has a clearly visible number plate, etc. – and comply with all requirements set out in the future school bus stop arm camera regulation. Video at a minimum of 10fps, or an equivalent for a series of photographs that are taken in very quick succession, is a requirement. Please consult the HTA and its relevant school bus stop arm camera regulations, along with the Part 1 *Provincial Offences Act* forms, prior to setting up your school bus stop arm camera program.

Sections 175 (19) and 175 (20) of the HTA set out the penalties for the owner-based offences for passing/overtaking a school bus. Under a school bus stop arm camera program, the penalties for these owner liability offences remain unchanged. The set fine for these offence(s) is \$400 with a maximum penalty of \$2,000.

Also, being that these are owner-based offences, demerit points and licence suspensions are not imposed upon conviction. Those drivers convicted of a school bus passing offence may be subject to licence plate denial if they default on the fines.

Signage will be uniform across the province, signage requirements will be outlined as part of the plate registrant data access agreement.

Privacy

Procurement

Penalties

Signage

School Bus Stop Arm Camera Programs (continued)

| | |
|---|--|
| Public Education | <p>Research demonstrates that public awareness of automated enforcement programs like school bus stop arm cameras, automated speed enforcement cameras, and red-light cameras, is an important element in their success. Municipalities should consider developing a communication/public education plan to inform the public about their school bus stop arm camera programs.</p> <p>Communications and public education activities, which might take the form of websites, question and answer resources, social marketing and social media campaigns, should be sustained in advance of the program’s launch and during its operation.</p> |
| Evidence Processing | <p>Under POA section 3(2), only a designated provincial offences officer may issue an offence notice.</p> <p>Consistent with the province’s existing red light camera program and automated speed enforcement program, provincial offences officers will be responsible for reviewing evidence collected by school bus cameras, certifying this evidence and issuing an offence notice by mail, based on vehicle owner address data supplied by the Ministry.</p> <p>Provincial offences officers are responsible for a range of activities as part of charging and prosecution processes, including:</p> <ul style="list-style-type: none">▶ Reviewing evidence (video or photographic) and forming a belief that an offence was committed;▶ Certifying the accuracy of that evidence;▶ Making a request to MTO for plate registrant information to determine vehicle owner address information;▶ Issuing and mailing POA offence notices with a set of images/video of the offence occurring;▶ In cases where the charge is disputed, the provincial offences officer will request MTO provide a certified copy of the plate holder information as evidence. |
| Access to Plate Registrant Data | <p>Participating municipalities will be required to enter into a data access agreement with MTO for the purposes of accessing licence plate registrant information. Access to the data for this purpose is restricted to persons who have been designated as a provincial offences officer by the ministry.</p> <p>This data access agreement will set out the terms, conditions and audit requirements which municipalities must adhere to, including confidentiality clauses that restrict disclosure of licence plate registrant data to only authorized users. For specific questions about the agreement with the ministry, please contact Luc.Spina@ontario.ca.</p> |
| Hiring Municipal Provincial Offences Officers | <p>Subsection 1(3) of the POA provides the authority for the appointment of provincial offences officers. MTO will coordinate with municipalities so that the required documentation required to designate these officers can be prepared and approved.</p> <p>The Ministry of the Solicitor General (SOLGEN) sets Ontario’s policy with respect to who can be appointed as a provincial offences officer under the POA. Under this policy only municipal employees and police officers can receive designation and thus lay charges under automated enforcement programs.</p> <p>Prior to issuing offence notices municipalities should ensure the POA officer is sufficiently trained so that they can make all the certified statements necessary for the certificate of offence.</p> |
| Joint and Independent Evidence Processing | <p>The Ministry recognizes that some municipalities may choose to set up their own school bus stop arm camera programs with independent evidence processing, while others may choose to adopt a joint processing approach, similar to the automated speed enforcement and red light camera programs. MTO’s framework does not restrict municipalities in joint or independent evidence processing.</p> <p>Municipalities that issue school bus camera offences must request a series of ticket numbers. Ticket numbers will be issued by the POA Unit, Ministry of the Attorney General and should be included as part of the charging document that is filed with their local Provincial Offences court.</p> |

MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT The District of Thunder Bay Social Services Administration Board
Minutes

SUMMARY

Minutes of Meetings No. 15/2020 and No. 16/2020 (Closed) of The District of Thunder Bay Social Services Administration Board held on October 15, 2020, for information.

ATTACHMENTS

- 1 TBDSSAB minutes Oct 15 2020 Regular Session
- 2 TBDSSAB minutes Oct 15 2020 Closed Session



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 13/2020
OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

| | |
|-----------------------------|--|
| DATE OF MEETING: | October 15, 2020 |
| TIME OF MEETING: | 10:00 AM |
| LOCATION OF MEETING: | 1st Floor Training Room & Microsoft Teams TBDSSAB Headquarters 231 May Street South Thunder Bay, ON |
| CHAIR: | Lucy Kloosterhuis |
| PRESENT: | OFFICIALS: |
| Albert Aiello | William (Bill) Bradica, Chief Administrative Officer |
| Kim Brown | Georgina Daniels, Director, Corporate Services Division |
| Jody Davis | Ken Ranta, Director, Integrated Social Services Division |
| Andrew Foulds | Glenda Flank, Recording Secretary |
| James Foulds | |
| Kevin Holland | GUESTS: |
| Lucy Kloosterhuis | Keri Greaves, Manager, Finance |
| Ray Lake | Shari Mackenzie, Acting Manager, Human Resources |
| Elaine Mannisto | Crystal Simeoni, Manager, Housing Programs |
| Aldo Ruberto | Louise Piercey, Manager, Child Care & Early Years Programs |
| Wendy Wright | Barry Caland, Manager, Infrastructure & Asset Management |
| REGRETS: | |
| Shelby Ch'ng | |
| Brian Hamilton | |

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda items; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

None.

NEW BUSINESS

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 20/70

Moved by: Albert Aiello
Seconded by: Elaine Mannisto

THAT with respect to the agenda for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for October 15, 2020, we approve the agendas as printed;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Board Meeting No. 13/2020 and 14/2020 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on September 17, 2020, were presented for confirmation.

Resolution No. 20/71

Moved by: Kevin Holland
Seconded by: James Foulds

THAT the Minutes of Meeting No. 13/2020 and 14/2020 (Regular and Closed Session) of The District of Thunder Bay Social Services Administration Board, held on September 17, 2020, be confirmed.

CARRIED

PRESENTATION

TBDSSAB Board Meeting Procedures

Bill Bradica, CAO made a presentation to the Board as a refresher on Board Meeting Procedures and responded to questions.

A copy of the presentation was distributed at the meeting.

Context for Budget

Bill Bradica, CAO, Georgina Daniels, Director, Corporate Services Division and Ken Ranta, Director, Integrated Social Services Division made a presentation providing context for the 2021 TBDSSAB Budget.

Bill Bradica, CAO presented an overview of the history of the factors that have affected the budget, and the plans that would impact the 2021 budget. Bill Bradica responded to questions and provided clarification.

Ken Ranta, Director, Integrated Social Services Division provided information on the plans for Ontario Works, Child Care and Community Housing that would impact the budget and responded to questions.

At 11:55 a.m. the Board Chair called for a lunch break. The meeting resumed at 12:15 p.m.

Georgina Daniels, Director, Corporate Services Division provided further financial context for the budget.

Bill Bradica, CAO provided further information and responded to questions.

CLOSED SESSION

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to identifiable individuals including employees of the Board regarding the Chief Administrative Officer employment agreement.

Resolution No. 20/72

Moved by: Kim Brown
Seconded by: James Foulds

THAT the Board adjourns to Closed Session relative to receipt of information with respect to identifiable individuals including employees of the Board regarding the Chief Administrative Officer employment agreement.

CARRIED

All members of Administration left the meeting with the exception of Shari Mackenzie, Acting Manager, Human Resources.

At 12:49 p.m. the meeting reconvened in Regular Session with all members of the Board and Administration in attendance.

REPORTS OF ADMINISTRATION

**2020 Reserve & Reserve Fund
Strategy Update**

Report No. 2020-44 (Corporate Services Division) was presented to the Board with the annual update to the Reserve and Reserve Fund Strategy for the Board's consideration.

Resolution No. 20/73

Moved by: Kevin Holland
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2020-44 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the 2020 Reserve Fund Strategy provided within the Report.

CARRIED

**2020/21 Property Insurance Contract –
Direct-Owned Housing Portfolio**

Report No. 2020-45 (Corporate Services Division) was presented to the Board to provide the results of the 2020/21 property insurance quotation process for the TBDSSAB direct-owned housing portfolio for consideration.

Bill Bradica, CAO declared a perceived conflict of interest relative to this matter due to his position as Chair of the Housing Services Corporation. Bill Bradica, CAO left the meeting and Ken Ranta, Director, Integrated Social Services Division assumed the position of secretary of the meeting.

Georgina Daniels, Director, Corporate Services Division provided an overview of the annual review process and responded to questions.

Resolution No. 20/74

Moved by: Kim Brown
Seconded by: James Foulds

THAT with respect to Report No. 2020-45 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, accept the property insurance quotation provided by Marsh Canada Limited, in the amount of \$569,060.17;

AND THAT the Director, Corporate Services Division be authorized to bind coverage and complete any administrative requirements of the insurance renewal process.

CARRIED

At 12:54 p.m. Bill Bradica, CAO entered the meeting and Ken Ranta, Director, Integrated Social Services Division stepped down from the position of secretary.

TBDSSAB 2021 Rent Freeze

Report No. 2020-46 (Integrated Social Services Division) was presented to the Board providing information regarding the legislative freeze to residential and community housing market rent rates for 2021 and presenting Administrations' recommendation for consideration.

Bill Bradica, CAO provided clarification.

Resolution No. 20/75

Moved by: Jodi Davis
Seconded by: Elaine Mannisto

THAT with respect to Report No. 2020-46 (Integrated Social Services) we, The District of Thunder Bay Social Services Administration Board, approve maintaining the current 2020 market rent rates for 2021 to comply with the *Helping Tenants and Small Business Act, 2020*;

AND THAT we direct the Board Chair to send a letter to the Minister of Municipal Affairs and Housing to provide funding to offset revenue losses resulting from this provincial policy change as it will result in a higher levy in 2021 to member municipalities than under current policy;

AND THAT this resolution and a copy of the letter to the Minister be circulated to all Thunder Bay District Heads of Council, Members of Provincial Parliament, the Association of Municipalities of Ontario and the Northwestern Ontario Municipal Association.

CARRIED

Recovery of Child Care Operations

Report No. 2020-47 (Integrated Social Services Division) was presented to provide the Board with an overview of the recovery of child care operations from Emergency Child Care ending to full opening, for information only.

Bertrand Court Regeneration Strategy Update

Report No. 2020-48 (Integrated Social Services Division) was presented to provide the Board with an update on the Bertrand Court regeneration strategy and to confirm proposed development plans and actions for the Board's consideration.

Bill Bradica, CAO responded to questions.

Resolution No. 20/76

Moved by: Kevin Holland
Seconded by: Jody Davis

THAT with respect to Report No. 2020-48 (Corporate Services / Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the Phase 1 redevelopment of the Bertrand Court property;

AND THAT the Board direct Administration to proceed with the redevelopment plans, as required.

CARRIED

Social Services Relief Fund Phase 2

Report No. 2020-49 (Integrated Social Services Division) was presented to the Board to provide information regarding the business case submission for the Ministry of Municipal Affairs and Housing Social Services Relief Fund Phase 2.

Bill Bradica, CAO responded to questions.

**Social Services Relief Fund, Emergency
Discretionary Benefits and Child Care Update**

Report No. 2020-50 (Integrated Social Services Division) was presented to provide the Board with updated information regarding the Ontario Social Services Relief Fund, Emergency Discretionary Benefits and the re-opening of child care centres and EarlyON programs in the District of Thunder Bay.

**Chief Administrative Officer Employment
Agreement**

Memorandum from Shari Mackenzie, Acting Manager, Human Resources dated October 5, 2020 was provided submitting a resolution, authorizing the Board Chair to execute the Employment Agreement for the Chief Administrative Officer, for consideration by the Board.

Resolution No. 20/77

Moved by: Albert Aiello
Seconded by: Kim Brown

THAT with respect to the direction provided by the Board relative to the Chief Administrative Officer Employment Agreement, we, The District of Thunder Bay Social Services Administration Board, authorize the Board Chair to execute the Employment Agreement for the period January 1, 2022 to December 31, 2023;

AND THAT any necessary by-law be presented to the Board for consideration.

CARRIED

**Designate Appointments – Ontario Works Act
& Thunder Bay District Housing Corporation**

Memorandum from Bill Bradica, CAO dated October 5, 2020 was presented to the Board providing a recommendation to appoint a designate Ontario Works Administrator and designate Senior Administrator for consideration.

Bill Bradica, CAO provided a brief explanation for the requirement of the designate appointments.

Resolution No. 20/78

Moved by: Andrew Foulds
Seconded by: Rebecca Johnson

THAT with respect to Section 1997, c. 25, Schedule. A, s. 43., of the *Ontario Works Act*, William Bradica, Chief Administrative Officer, remain as Administrator for the TBDSSAB geographic area, to carry out the powers and duties of Administrator as noted in Section 44 of the *Ontario Works Act* as noted below:

Each administrator shall carry out the following duties:

1. Receive applications for basic financial assistance from persons residing in his or her geographic area.
 2. Determine the eligibility of each applicant for basic financial assistance.
 3. If an applicant is found eligible for basic financial assistance, determine the amount of the assistance and direct its provision.
 4. Determine eligibility for employment assistance and direct its provision.
 5. Carry out the prescribed duties.
- 1997, c. 25, Sched. A, s. 44.

AND THAT Ken Ranta, Director, Integrated Social Services Division, be appointed as the designate;

AND THAT William Bradica, Chief Administrative Officer, remain as the Senior Administrator for the Thunder Bay District Housing Corporation, and Ken Ranta, Director, Integrated Social Services Division, is appointed as designate Senior Administrator.

AND THAT any necessary by-law be presented to the Board.

CARRIED

CORRESPONDENCE

AMO Discussion Paper

Letters from Andrea Horwath, Leader of the Official Opposition Ontario NDP dated September 24, 2020, and The Honourable Steve Clark, Minister of Municipal Affairs and Housing dated October 1, 2020, expressing thanks for the meeting and briefing package provided at the AMO conference were presented to the Board for information.

BY-LAWS

First and Final Reading

Resolution No. 20/79

Moved by: Elaine Mannisto
Seconded by: Jody Davis

THAT the following By-law be introduced and now be given First and Final Reading, engrossed, signed by the Chair and Chief Administrative Officer, sealed and numbered:

A By-law to repeal By-law Number 04-2019 and to adopt amended Records Retention Schedules for The District of Thunder Bay Social Services Administration Board.

Explanation: A By-law to repeal By-law Number 04-2019 and replace with By-law number 04-2020.

Authorization: Board Meeting 2020Oct15

BY-LAW NUMBER 04-2020

Resolution No. 20/80

Moved by: Ray Lake
Seconded by: Kevin Holland

THAT the following By-law be introduced and now be given First and Final Reading, engrossed, signed by the Chair and Chief Administrative Officer, sealed and numbered:

A By-law to authorize the execution of the employment agreement of the Chief Administrative Officer, William Bradica for the period January 1, 2022 to December 31, 2023 by the Board Chair of The District of Thunder Bay Social Services Administration Board.

Explanation: A By-law to authorize the execution of the employment agreement of the Chief Administrative Officer, William Bradica by the Board Chair.

Authorization: Board Meeting 2020Oct15

BY-LAW NUMBER 05-2020

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, October 15, 2020, in the 1st Floor training room, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

ADJOURNMENT

Resolution No. 20/81

Moved by: Albert Aiello
Seconded by: Jody Davis

THAT Board Meeting No. 15/2020 of The District of Thunder Bay Social Services Administration Board, held on October 15, 2020, be adjourned at 1:31 p.m.

CARRIED


Chair


Chief Administrative Officer



**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

BOARD MINUTES

**MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 16/2020
OF**

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: October 15, 2020

TIME OF MEETING: Following the Opening of the Regular Session

LOCATION OF MEETING: 1st Floor Training Room & Microsoft Teams
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON

CHAIR: Lucy Kloosterhuis

PRESENT:
Albert Aiello
Kim Brown
Jody Davis
Andrew Foulds
James Foulds
Kevin Holland
Rebecca Johnson
Lucy Kloosterhuis
Ray Lake
Elaine Mannisto
Aldo Ruberto
Wendy Wright

OFFICIALS:
Shari MacKenzie, Acting Manager, Human Resources

GUESTS:

REGRETS:
Shelby Ch'ng
Brian Hamilton

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda item; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda item. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

None.

REPORTS OF ADMINISTRATION

Chief Administrative Officer Employment Agreement

Lucy Kloosterhuis, Chair provided a verbal update on the Chief Administrative Officer Employment Agreement.

On consensus of the Board, a resolution will be presented in Regular Session to proceed as directed.

NEW BUSINESS

ADJOURNMENT

Resolution No. 20/CS06

Moved by: Jody Davis
Seconded by: Albert Aiello

THAT the Board (Closed Session) Meeting No. 16/2020 of The District of Thunder Bay Social Services Administration Board, held on October 15, 2020, be adjourned at 12:49 p.m., to reconvene in Open Session to consider the remaining agenda items.

CARRIED



Chair



Chief Administrative Officer



MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Thunder Bay District Health Unit - Board of Health Minutes

SUMMARY

Minutes of Thunder Bay District Health Unit - Board of Health Meeting, held on October 21, 2020 for information.

ATTACHMENTS

1 BOH minutes Oct 21 2020



BOARD OF HEALTH MEETING

MINUTES OF THE MEETING: OCTOBER 21, 2020

TIME OF MEETING: 1:00 P.M.

PLACE OF MEETING: VIDEOCONFERENCE

CHAIR: MR. JAMES MCPHERSON

BOARD MEMBERS PRESENT:

Ms. Alana Bishop
Mr. Norm Gale
Ms. Deborah Harris Shallow
Mr. Dave Hamilton
Ms. Maria Harding
Mr. John MacEachern
Mr. James McPherson
Ms. Karen O’Gorman
Ms. Kristin Oliver
Mr. Don Smith
Mr. Greg Vallance
Ms. Michelle Warywoda

ADMINISTRATION PRESENT:

Dr. J. DeMille, Medical Officer of Health and Chief Executive Officer
Mr. L. Dyll, Director – Corporate Services
Ms. T. Rabachuk, Director – Health Protection
Ms. L. Roberts, Director – Health Promotion
Ms. D. Gowanlock, Manager – Infectious Diseases
Ms. A. Jennings, Manager – Human Resources
Ms. K. Battigelli, Senior Public Health Nurse
Ms. N. Kent, Administrative Assistant – Corporate Services
Ms. S. Stevens, Executive Assistant and Secretary to the Board of Health

REGRETS:

Mr. Jim Vezina

1. CALL TO ORDER

The Chair called the meeting to order at 1:00 p.m.

2. ATTENDANCE AND ANNOUNCEMENTS

The Chair presented regrets from Mr. Vezina.

Board members were reminded that the meeting is being live-streamed on the Health Unit website.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. AGENDA APPROVAL

Resolution No. 72-2020

Moved By: A. Bishop

Seconded By: M. Harding

THAT the Agenda for the Regular Board of Health Meeting to be held on October 21, 2020, be approved.

CARRIED

5. INFORMATION SESSION

5.1 Case and Contact Management

Ms. K. Battigelli, Senior Public Health Nurse, provided a presentation to the Board of Health on the Case and Contact Management of Infectious Diseases, specifically relative to COVID-19, for information.

6. MINUTES OF THE PREVIOUS MEETINGS

6.1 Thunder Bay District Board of Health

The Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on September 16, 2020, to be approved.

Resolution No.: 73-2020

Moved By: D. Smith

Seconded By: J. MacEachern

THAT the Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on September 16, 2020, be approved

CARRIED

7. MATTERS ARISING FROM THE MINUTES

There were not matters arising from the previous minutes.

8. BOARD OF HEALTH (CLOSED SESSION) MEETING

Resolution No.: 74a-2020

Moved By: M. Warywoda

Seconded By: J. MacEachern

THAT the Board of Health move into Closed Session to receive information relative to labour relations or employee negotiations.

CARRIED

At 1:25 p.m., the Board of Health moved into a Closed Session.

The following individuals left the meeting:

Ms. D. Gowanlock, Manager – Infectious Disease Program
Ms. K. Battigelli, Senior Public Health Nurse
Ms. N. Kent, Administrative Assistant – Corporate Services
Ms. S. Stevens, Executive Assistant

At 1:50 p.m., the following individuals also left the meeting:

Dr. J. DeMille, MOH/CEO
Mr. L. Dyll, Director – Corporate Services
Ms. T. Rabachuk, Director – Health Protection
Ms. L. Roberts, Director – Health Promotion
Ms. A. Jennings, Manager – Human Resources

At 2:20 p.m., the Board of Health moved out of Closed Session to resume regular business. The following individual returned to the meeting:

Dr. J. DeMille, MOH/CEO
Mr. L. Dyll, Director – Corporate Services
Ms. T. Rabachuk, Director – Health Protection
Ms. N. Kent, Administrative Assistant – Corporate Services
Ms. S. Stevens, Executive Assistant

Mr. D. Hrychuk, Manager of Finance, also joined the meeting.

9. DECISIONS OF THE BOARD

9.1 Reserve & Reserve Fund Strategy

Report Number 35-2020 (Finance) relative to providing the Board of Health with the annual review and recommendations regarding the Reserves and Reserve Fund Strategy was presented and discussed.

Resolution No.: 75-2020

Moved By: K. Oliver

Seconded By: M. Warywoda

THAT with respect to Report No. 35-2020 (Finance), we recommend:

- the Reserve Fund strategies and transfers be approved as presented;
- any year-end municipal surplus at December 31, 2020 be applied to replenish the \$10,000 withdrawal from the Program Contingency Reserve Fund for the contribution to the Thunder Bay Drug Strategy Community Partnership;
- the parameters for the Stabilization Reserve fund be approved for the purpose of stabilizing future Municipal levy increases;
- \$279,513 be transferred to the newly created Stabilization Reserve fund as a result of mitigation funding received from the Ministry of Health after the budget approval process;
- any further remaining municipal surplus be transferred into the Capital Expenditure Reserve Fund, to replenish any amounts withdrawn for the Roof and Building Envelope Repairs;
- any year-end surplus or deficit from the Land Development Program be transferred into or withdrawn from the Land Development Reserve Fund, respectively;
- the Director of Corporate Services and Manager of Finance be authorized to complete any related administrative requirements for the Reserve and Reserve Fund.

CARRIED

9. DECISIONS OF THE BOARD (Continued)

9.2 Bargaining Parameters - ONA

At the Board of Health Closed Session meeting held earlier in the day, a presentation containing recommendations relative to the above noted was provided.

At that time, the Board of Health was advised that a relating resolution would be presented in the Open Session for consideration.

Resolution No.: 74c-2020

Moved By: D. Harris Shallow

Seconded By: D. Smith

THAT with respect to labour negotiations with the Ontario Nurses Association (ONA) we recommend that Administration proceed as directed.

CARRIED

9.3 Bargaining Parameters – CUPE

At the Board of Health Closed Session meeting held earlier in the day, a presentation containing recommendations relative to the above noted was provided.

At that time, the Board of Health was advised that a relating resolution would be presented in the Open Session for consideration.

Resolution No.: 74d-2020

Moved By: D. Harris Shallow

Seconded By: A. Bishop

THAT with respect to labour negotiations with the Canadian Union of Public Employees (CUPE) we recommend that Administration proceed as directed.

CARRIED

10. COMMUNICATIONS FOR INFORMATION

10.1 COVID-19 Update

Dr. J. DeMille provided an update to the Board of Health on the status of COVID-19 in the Thunder Bay District Health Unit.

11. NEXT MEETING

The next regularly scheduled meeting will be held on Wednesday, November 18, 2020, at 1:00 p.m.

12. ADJOURNMENT

Resolution No.: 76-2020

Moved By: K. Oliver

Seconded By: A. Bishop

THAT the Board of Health meeting held on October 21, 2020, be adjourned at 2:47 p.m.

CARRIED

MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Pilot Project - Operator Protective Shields

SUMMARY

Memorandum from Ms. K. Robertson, General Manager - Community Services, dated November 13, 2020 providing an update on the status of the pilot project relative to installation of operator protective shields in conventional buses, for information.

ATTACHMENTS

1 K Robertson memo dated Nov13 2020

COMMUNITY SERVICES DEPARTMENT

111 Syndicate Avenue
Thunder Bay, ON
Tel: (807) 625-2964
Fax: (807) 625-3258

Date: November 13, 2020

To: City Council

From: Kelly Robertson, General Manager, Community Services

Subject: Update – Pilot Project - Operator Protective Shields – Conventional Buses

The purpose of this memo is to provide Council with an update on the status of a pilot project relative to the installation of operator protective shields in conventional buses.

Council resolved on February 10/20 with respect to Report No. 1/2020 – 2020 Budget (Corporate Services & Long Term Care – Financial Services) and a motion received at the January 16, 2020 Committee of the Whole – Special Session (2020 Operating and Capital Budget) that the Transit Division report back to Council by July 27, 2020 on the outcome of a pilot project regarding the installation of operator protective shields in conventional buses, the opportunity to accelerate the proposed 2022 ICIP – Public Transit project to be completed in 2020, and potential funding sources to support (eg MTO Transit Capital Fund \$143,164, Obligatory Dedicated gas tax (PGT) \$200,000, \$160,836 Capital Transit Reserve).

The original pilot project, approved by Administration in Fall 2019, following consultation with representatives of the Amalgamated Transit Union, involved the procurement of 2 protective shield demonstration units with an anticipated delivery date of March 2020. The protective shields arrived in Thunder Bay on June 26, 2020 and were installed on July 14th, 2020. To ensure a fulsome evaluation and a rotation of the majority of transit operators through the two conventional buses with the protective shields installed, a pilot project evaluating operational impacts from the driver's perspective was expected to be completed within 3 months. The objectives of the pilot project/evaluation were to identify potential impacts to:

- Providing customer service/customer interactions
- Safe vehicle operations (ex. sight lines, glare, reflection issues)
- Operator compartment environmental issues (ex. Temperature, air flow).

Any negative impacts identified were to be addressed prior to moving forward with the installation of the permanent protective barrier solution fleet-wide. The City of Thunder Bay successfully applied to the Invest in Canada Program (ICIP) – Public Transit for a project to install protective shields in each of the City's 48 conventional buses at an estimated cost of \$504K with a proposed 2021 implementation date (accelerated from original 2022 implementation date with ICIP approval).

In early August, Transit Management received correspondence from Transit Joint Health and Safety Committee (JHSC) worker members regarding concerns about the two protective shield demonstration unit's capacity to protect operators from the risk of exposure to the coronavirus to the same degree as the temporary lexan bio-shields which were installed on the rest of the transit fleet prior to resuming fare collection on July 19th.

In response to concerns raised, modifications were made to the demo units. Following that JHSC worker members continued to raise concerns that further modifications would be needed to address the possibility that passengers would attempt to move around the side of the shield to speak to a driver. CTB Corporate Safety and Transit Administration reviewed the JHSC member concerns in depth and concluded that the original barrier modifications made to the demo units already accounted for passenger behavior concerns raised by the JHSC and that the likelihood of passengers attempting to move around the barrier to speak to an Operator and the associated risks of that are extremely low. Further, Fleet Services staff advised that additional modifications requested by the JHSC would add unnecessary sight line obstructions for drivers and would impair the drivers ability to safely operate the bus.

From the valuable feedback that was received from Operators who were able to operate buses with the demonstration units for approximately 3 weeks during July, it is agreed that the driver protection system will offer Operators an additional layer of much needed protection from work place violence related incidents, however further research should be completed to address JHSC member concerns as to protective shield's capacity to limit exposure to bio hazards such as the coronavirus. As a result the pilot project has been terminated, the demo protective shields have been removed from the two conventional buses in which they were installed and replaced with the temporary Lexan bio shields.

Going forward, Administration will continue to work collaboratively with the manufacturer, health and safety resources, and Transit JHSC members on developing a final solution that will address all workplace safety and pandemic related concerns as part of a final driver protection system that will be installed across the transit fleet as early as possible.

Sincerely,



Kelly Robertson
General Manager, Community Services

cc: Norm Gale, City Manager
Brad Loroff, Manager, Transit Services
Gerry Broere, Director, Asset Management
Doug Glena, Manager, Fleet Services

MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Advocacy – Federal Basic Income Program

SUMMARY

Memorandum from Councillor K. Oliver, dated November 20, 2020 containing a motion relative to the above noted.

RECOMMENDATION

With respect to the Memorandum from Councillor K. Oliver dated November 20, 2020, we recommend that Council advocate to the Federal government to implement a Federal Basic Income Program to ensure that all Canadians have an income source to meet their basic needs;

AND THAT a copy of this resolution be sent to Prime Minister Justin Trudeau, Hon. Chrystia Freeland, Minister of Finance, Hon. Anita Anand, Minister of Public Services and Procurement and Accessibility, Hon. Patty Hajdu, Minister of Health, and Marcus Powlowski, MP – Thunder Bay-Rainy River;

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

ATTACHMENTS

1 K Oliver memo dated Nov 20 2020

Memorandum

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

TO: Krista Power, City Clerk

FROM: Councillor Kristen Oliver

DATE: November 20, 2020

SUBJECT: Advocacy – Federal Basic Income Program
Committee of the Whole – December 7, 2020

The Board of Health has recently received information relating to household food insecurity which has been exacerbated by the COVID-19 pandemic. One of the calls to action includes advocating for basic income to provide a stable revenue source. A basic income program would enable everyone to meet their basic needs, including access to healthy food sources, participate in society and live with dignity, regardless of work status.

When the federal government created the Canada Emergency Response Benefit (CERB) to help Canadians who had lost their jobs in the COVID-19 lockdown, it sparked renewed interest in the idea of a basic income. The Thunder Bay Chamber of Commerce has previously advocated to the federal government for a program and I believe that the City of Thunder Bay should do the same.

I present the following for the Committee's consideration,

With respect to the Memorandum from Councillor K. Oliver dated November 20, 2020, we recommend that Council advocate to the Federal government to implement a Federal Basic Income Program to ensure that all Canadians have an income source to meet their basic needs;

AND THAT a copy of this resolution be sent to Prime Minister Justin Trudeau, Hon. Chrystia Freeland, Minister of Finance, Hon. Anita Anand, Minister of Public Services and Procurement and Accessibility, Hon. Patty Hajdu, Minister of Health, and Marcus Powlowski, MP – Thunder Bay-Rainy River;

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



MEETING DATE 12/07/2020 (mm/dd/yyyy)

SUBJECT Official Recognition - 50th Anniversary of Thunder Bay Volunteer
Service Award

SUMMARY

Memorandum from Ms. D. Earle, Deputy City Clerk, dated November 18, 2020, providing an update relative to the above noted, for information.

ATTACHMENTS

1 D Earle memo dated Nov 18 2020

Memorandum

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

TO: Mayor & Council

FROM: Dana Earle, Deputy City Clerk

DATE: November 18, 2020

SUBJECT: Official Recognition Committee 50th Anniversary Volunteer Service Award
Committee of the Whole – December 7, 2020

On September 30, 2020, the Official Recognition Committee, in partnership with the 50th Anniversary Steering Committee, launched the ‘Citizens of Exceptional Achievement – Thunder Bay’s 50th Anniversary’ Volunteer Service Award.

The award recognizes individuals who have volunteered minimum 50 years of cumulative, document volunteer time toward improving and enriching the community and who have shown extraordinary leadership, innovation and meaningful voluntary contributions.

The Committees are pleased to announce that four (4) award winners have been chosen. Unfortunately, the necessary decision to delay the recognition of the winners has been made due to the recent surge in COVID-19 cases.

Once it is safe to do so, we will move forward with the plan to recognize the winners and Council and the public will be advised.