



# **AGENDA MATERIAL**

## **COMMITTEE OF THE WHOLE**

**MEETING DATE:** MONDAY, MARCH 22, 2021

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

**TIME:** 6:30 PM



**MEETING:** Committee of the Whole

**DATE:** Monday, March 22, 2021

*Reference No. COW - 20/52*

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**OPEN SESSION via Microsoft Teams at 5:30 p.m.**

Committee of the Whole - Special Session

Chair: Councillor A. Ruberto

**Establishment of Closed Session – March 22, 2021**

The following resolution will be presented to Committee of the Whole for consideration:

THAT a Committee of the Whole – Closed Session meeting be scheduled for Monday, March 22, 2021 at 5:30 p.m. in order to receive information relative to personal matters about an identifiable individual, including municipal or local board employees; labour relations or employee negotiations; and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**CLOSED SESSION via Microsoft Teams at 5:30 p.m.**

Committee of the Whole - Closed Session

Chair: Councillor A. Ruberto

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

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

Committee of the Whole - Administrative Services Session

Chair: Councillor M. Bentz

***DISCLOSURES OF INTEREST***

## **CONFIRMATION OF AGENDA**

Confirmation of Agenda - March 22, 2021 - Committee of the Whole **(Page 9)**

WITH RESPECT to the March 22, 2021 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

## ***REPORTS OF COMMITTEES***

### **50th Anniversary Celebration Steering Committee Minutes**

Minutes of Meetings 01-2021 and 02-2021 of the 50th Anniversary Celebration Steering Committee held on January 22, 2021 and February 26, 2021, for information. **(Pages 10 – 18)**

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

Minutes of Meetings 02-2020 and 01-2021 of the Anti-Racism & Respect Advisory Committee held on November 2, 2020 and January 25, 2021, for information. **(Pages 19 – 27)**

### **Community Communications Committee Minutes**

Minutes of Meeting 01-2020 of the Community Communications Committee held on February 13, 2020, for information. **(Pages 28 – 32)**

### **Coordinating Committee Minutes**

Minutes of Meeting 01-2020 of the Coordinating Committee held on February 24 2020, for information. **(Pages 33 – 37)**

### **Crime Prevention Council Minutes**

Minutes of Meeting 04-2020 of the Crime Prevention Council held on November 25, 2020, for information. **(Pages 38 – 45)**

### **Inter-Governmental Affairs Committee Minutes**

Minutes of Meeting 05-2020 of the Inter-Governmental Affairs Committee held on November 9, 2020, for information. **(Pages 46 – 52)**

## **Official Recognition Committee Minutes**

Minutes of Meetings 03-2020 and 04-2020 of the Official Recognition Committee Citizens of Exceptional Achievement held on July 13, 2020 and November 5, 2020, for information.  
**(Pages 53 – 59)**

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

### **2019-2024 Multi-Year Accessibility Plan**

Report R 21/2021 (City Manager's Office - Office of the City Clerk) recommending that the 2019-2024 Multi-Year Accessibility Plan be adopted and the amended Corporate Policy 08-01-04 – Accessibility Policy be approved. **(Pages 60 – 112)**

Memorandum from Mr. S. Garner, Municipal Accessibility Specialist dated March 4, 2021 requesting to provide a presentation relative to the 2019-2024 Multi-Year Accessibility Plan.  
**(Page 113)**

WITH RESPECT to Report R 21/2021 (City Manager's Office – Office of the City Clerk), we recommend that the 2019-2024 Multi-Year Accessibility Plan, as appended to this report, be adopted;

AND THAT Corporate Policy 08-01-04 – Accessibility Policy, be approved;

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

### **Update - Potential Future Uses - Dease Park/former Dease Pool Site**

Report R 22/2021 (Community Services - Recreation & Culture) recommending that the proposed redevelopment plan for Dease Park be approved and that Administration proceed with broader public engagement on a new proposed re-development option for the former Dease Pool site.  
**(Pages 114 – 125)**

Memorandum from Mr. W. Schwar, Supervisor – Parks & Open Space Planning dated March 16, 2021 requesting to provide a presentation relative to the above noted. **(Page 126)**

WITH RESPECT to Report R 22/2021 (Community Services – Recreation and Culture) Update - Potential Future Uses – Dease Park/former Dease Pool Site, we recommend that Council receive the results of the targeted public engagement;

AND THAT the proposed redevelopment plan for Dease Park be approved (as reflected in Attachments 1 – 3);

AND THAT Appropriation #2 be approved (Attachment 4);



AND THAT Administration proceed with detailed design and construction for Dease Park Phases 1 and 2 Redevelopment, subject to the approved capital budget and any additional approved funding as a result an application to the Canada Healthy Communities Initiative and/or other external funding sources;

AND THAT Administration proceed with broader public engagement on a new proposed re-development option for the former Dease Pool site, reflected as Option B in this report, that includes a proposed skate park, and a range of options for proposed traffic calming measures for Dease Street, and report back with a recommendation on the revised concept plans for the former Dease Pool site and Dease Street by Q3 2021;

AND THAT Administration consult with the Heritage Advisory Committee on a more refined concept plan for the commemoration of the cultural history of Dease Pool, including the form, content, and location of that commemoration and report back on these plans by Q3 2021;

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

### **Transit Safe Restart Agreement – Phase 2 Municipal Transit Funding**

Report R 30/2021 (Community Services - Central Support Services) recommending approval for execution of the Transfer Payment Agreement for the Safe Restart Agreement – Phase 2 Municipal Transit Funding between the Ontario Ministry of Transportation and the Corporation of the City of Thunder Bay. **(Pages 127 – 164)**

WITH RESPECT to Report R 30/2021 (Community Services - Central Support Services), we recommend the Transfer Payment Agreement for the Safe Restart Agreement (SRA) – Phase 2 Municipal Transit Funding and any and all subsequent agreements between the Ontario Ministry of Transportation and the Corporation of the City of Thunder Bay be approved;

AND THAT where necessary that an interest bearing reserve account be used to receive funds related to this program where funds are delivered prior to the actual expense of the funds;

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

AND THAT the Mayor and City Clerk be authorized to sign any necessary agreements or contracts related to this funding program.

### **2020 Provincial Budget - Property Tax Relief Measures for Businesses**

Report R 14/2021 (Corporate Services & Long-Term Care - Revenue) recommending that staff be directed to undertake a policy review and financial impact analysis relative to the optional small business property sub-class, following release of the regulations by the Province. **(Pages 165 – 168)**

WITH RESPECT to Report R 14/2021 (Corporate Services & Long Term Care – Revenue), we recommend that this report be received for information;

AND THAT with respect to the optional small business property sub-class, staff be directed to undertake a policy review and financial impact analysis following release of the regulations by the Province; and report back to Council with recommendations for the 2022 and subsequent taxation years.

### **Property Tax Accounts with 2019 Arrears**

Report R 16/2021 (Corporate Services & Long Term Care - Revenue) requesting approval for the registration and sale of the lands for which taxes are over two years in arrears. **(Pages 169 – 192)**

Confidential memorandum from Ms. Chantal Harris, Manager - Billing and Collection Services dated March 9, 2021 relative to the above noted, to be **distributed separately on March 18, 2021 to members of Council, EMT and City Solicitor only.**

WITH RESPECT to Report R 16/2021 (Corporate Services & Long Term Care - Revenue), we recommend the registration of tax arrears certificates against the properties as shown in Attachment A to this Report for which real property tax is owing for a period of over two years unless taxes are paid by the registration date;

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

### **Application for Cancellation, Reduction Or Refund of Taxes Under Section 357 Of The Municipal Act**

Report R 17/2021 (Corporate Services & Long Term Care - Revenue) recommending the cancellation, reduction or refund of taxes totaling \$16,068.26. **(Pages 193 – 197)**

Confidential memorandum from Ms. Chantal Harris, Manager - Billing and Collection Services dated March 9, 2021 relative to the above noted, to be **distributed separately on Thursday, March 18, 2021 to members of Council, EMT and City Solicitor only.**

WITH RESPECT to Report R 17/2021 (Corporate Services & Long Term Care - Revenue), we recommend that the cancellation, reduction or refund of taxes totaling \$16,068.26 as outlined in the Report be approved;

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

### **Annual Report on Council, Board and Committee Expenses**

Report R 18/2021 (Corporate Services & Long Term Care - Financial Services) relative to remuneration and expenses as required under Section 284 of the Municipal Act, 2001, for information. **(Pages 198 – 208)**

## **2021 Council Remuneration Increase**

Report R 27/2021 (City Manager's Office - Human Resources & Corporate Safety) recommending that the remuneration for City Council be amended for the annual adjustment of half the rate of inflation for 2020 for Thunder Bay. **(Pages 209 – 211)**

WITH RESPECT to Report R 27/2021 (City Manager's Office – Human Resources and Corporate Safety Division) as per the direction of City Council in Report R 29/2018, we recommend that the remuneration for City Council be amended for the annual adjustment of half the rate of inflation for 2020 for Thunder Bay (0.55%);

AND THAT this increase be retroactive to January 1, 2021;

AND THAT Administration continue to present annual adjustments as directed that equal half the rate of inflation for the previous calendar year for Thunder Bay;

AND THAT annual adjustments be presented to City Council for approval in conjunction with the annual review of By-law 164-1989 (Non-union and Managerial Personnel of the Corporation of the City of Thunder Bay);

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

## **Single Source Approval for Eye on the Street Servers and Software**

Report R 31/2021 (Infrastructure & Operations - Central Support) recommending single source approval for Eye on the Street servers and software. **(Pages 212 – 214)**

WITH RESPECT to Report R 31/2021 (Infrastructure & Operations – Central Support) we recommend that Video Management System and control room equipment be single sourced to the firm of Paladin Technologies and that an agreement in the amount of \$95,538.76 [inclusive of HST] be approved for hardware and software purchase and configuration associated with this project;

AND THAT the Mayor and City Clerk be authorized to sign all documentation related to these matters;

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

## ***PETITIONS AND COMMUNICATIONS***

### **Tax Exemption for Property Used by Veterans**

At the December 21, 2020 Committee of the Whole meeting representatives of the Polish Combatants' Association provided a deputation relative to potentially re-classifying 195 N. Cumberland Street under section 6.1 of the Assessment Act. At that time, a resolution was passed referring the issue to Administration to report back on or before March 31, 2021.

Memorandum from Ms. K. Cannon, Director - Revenue, dated February 12, 2021 containing a motion relative to the above noted. **(Pages 215 – 217)**

WITH RESPECT to the Memorandum from Ms. K. Cannon, Director – Revenue dated February 12, 2021, we recommend that By-law 045-2014 be amended, to update the exemption for the Polish Combatants' Association in Canada Branch No. 1 (Lakehead), Inc. to include all properties owned and occupied by the Polish Combatants Association that meet the criteria as identified in section 6.1 of the Assessment Act and to remove Royal Canadian Legion properties that are now exempt under section 3(1)15.1 of the Assessment Act.

### **Landscaping Design at Edward St / Redwood Ave Roundabout**

Memorandum from Ms. K. Dixon, Director - Engineering & Operations, dated March 5, 2021 relative to a Medicine Wheel landscaping theme for the roundabout being designed at the Edward Street and Redwood Avenue intersection, for information. **(Pages 218 – 220)**

Memorandum from Councillor S. Ch'ng, dated March 11, 2021 containing a motion relative to the above noted. **(Page 221)**

WITH RESPECT to the memorandum from Ms. K. Dixon, Director - Director Engineering & Operations – Infrastructure & Operations dated March 5, 2021 relative to the Landscaping Design at Edward St / Redwood Ave Roundabout, we recommend that the Medicine Wheel Design and landscaping installation as outlined in the memorandum be approved;

AND THAT the funding required for the ongoing maintenance of the installation be included in the 2022 budget and all budget years going forward;

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

### **Accessibility Advisory Committee Advocacy - Mask Exemptions**

Memorandum from Ms. T. Soderberg, Chair – Accessibility Advisory Committee, dated March 15, 2021 relative to the above noted, for information. **(Distributed separately)**

### **Sister Cities Update**

Memorandum from Mr. M. Villella, Chair – Sister Cities Advisory Committee dated March 9, 2021 relative to the above noted, for information. **(Pages 223 – 225)**

### **Establishment of Committee of the Whole - Special Session and City Council - Special Session - Monday, March 29, 2021**

Memorandum from Ms. K. Power, City Clerk, dated March 16, 2021 containing a motion to establish Special Committee of the Whole and City Council meetings on Monday, March 29, 2021. **(Pages 226 – 227)**

THAT a Committee of the Whole – Special Session meeting be scheduled on Monday, March 29, 2021 at 6:30 pm in order to receive reports and information previously scheduled for the March 15, 2021 Committee of the Whole Meeting that required cancellation due to technical interruptions in addition to any reports and information that are time sensitive or have legislative requirements;

AND THAT a City Council – Special Session meeting be scheduled for Monday, March 29, 2021 immediately following the Committee of the Whole – Special Session meeting, in order to ratify previous minutes of Committee of the Whole and City Council, to ratify any required resolutions from the March 29, 2021 Committee of the Whole – Special Session meeting, and to consider any necessary by-laws.

***NEW BUSINESS***

***ADJOURNMENT***

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***MEETING DATE***      03/22/2021 (mm/dd/yyyy)

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***SUBJECT***              Confirmation of Agenda

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***SUMMARY***

Confirmation of Agenda - March 22, 2021 - Committee of the Whole

***RECOMMENDATION***

WITH RESPECT to the March 22, 2021 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

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***MEETING DATE***     03/22/2021 (mm/dd/yyyy)

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***SUBJECT***             50th Anniversary Celebration Steering Committee Minutes

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***SUMMARY***

Minutes of Meetings 01-2021 and 02-2021 of the 50th Anniversary Celebration Steering Committee held on January 22, 2021 and February 26, 2021, for information.

***ATTACHMENTS***

- 1 50th ACSC minutes January 22 2021
- 2 50th ACSC minutes February 26 2021

**MEETING:**

**50<sup>TH</sup> ANNIVERSARY CELEBRATION STEERING COMMITTEE**

**PAGE 1 of 4**

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DATE: FRIDAY, JANUARY 22, 2021

MEETING NO. 01-2021

TIME: 12:02 P.M.

PLACE: VIA MS TEAMS

CHAIR: COUNCILLOR S. CH'NG

**MEMBERS – ELECTRONIC**

**PARTICIPATION:**

Councillor S. Ch'ng, Chair

Ms. K. Lewis, Director – Corporate Strategic Services

Ms. K. Power, City Clerk

Ms. L. Abthorpe, Heritage Researcher

Ms. B. Baker, Clean, Green & Beautiful Committee

Mr. P. Burke, Sport & Community Development Supervisor

Mr. J. Hannam

Ms. L. Hayes, Community Representative, Confederation College Board of Governors

Ms. D. Imrie, Executive Director – Northwestern Ontario Sports Hall of Fame

Councillor R. Johnson

Ms. S. Levanen, Supervisor – Corporate Communications

Ms. R. Mandamin, Manager - Indigenous Relations & Inclusion

Mr. J. Pateman, Chief Librarian/CEO – Thunder Bay Public Library

Mr. M. Szybalski, Corporate Records Manager & City Archivist

**RESOURCE PERSONS:**

Ms. K. Chiappetta, Kari Chiappetta Consulting

Ms. L. Costanzo, Supervisor – Cultural Development & Events

Mr. G. Walter, Landscape Architect

**ADMINISTRATIVE SUPPORT –  
ELECTRONIC PARTICIPATION:**

Ms. L. Lavoie, Committee Coordinator

**GUESTS:**

Ms. M. Kuper, Education & Outreach Coordinator – Thunder Bay Museum

1.0 DISCLOSURES OF INTEREST

2.0 AGENDA APPROVAL

MOVED BY: Ms. B. Baker

SECONDED BY: Mr. J. Hannam

With respect to the January 22, 2021 50<sup>th</sup> Anniversary Celebration Steering Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED



**3.0     CONFIRMATION OF PREVIOUS MINUTES**

The Minutes of the 50<sup>th</sup> Anniversary Celebration Steering Committee Meeting No. 06-2020 held on December 18, 2020 to be confirmed.

MOVED BY:             Mr. J. Hannam

SECONDED BY:        Ms. L. Hayes

THAT the Minutes of Meeting No. 06-2020 on December 18, 2020 be confirmed.

CARRIED

**4.0     LEGACY PROJECT**

Mr. G. Walter, Landscape Architect provided an update relative to the Thunder Bay word sign, including the following:

- Community groups will be contacted for input
- Location will be at waterfront, three waterfront sites are being evaluated
- Two types of material are being considered, one is artificial and playful, and the other is natural
- Material that the City currently has on hand is being considered
- Final design will have an element of light built into it
- Two options will be presented to stakeholder group first, then to the 50<sup>th</sup> Anniversary Celebration Steering Committee

There was discussion relative to giving the Clean, Green and Beautiful Committee a chance to see the design.

It was noted that the Thunder Bay word sign might be discussed at the January 27, 2021 Committee of the Whole Special Session 2021 Budget Review meeting. Ms. K. Lewis, Director – Corporate Strategic Services, Ms. K. Power, City Clerk and Mr. G. Walter, Landscape Architect will draft a memo for Council, outlining to work completed to date.

**5.0     CULMINATING VIDEO**

Ms. S. Levanen, Supervisor – Corporate Communications presented the 50th Anniversary culminating video and discussed the promotional plan. Art bus footage will be added to the video before its release. It was suggested that Shaw Spotlight and Tbaytel could air the video prior to council meetings. Ms. R. Mandamin, Manager - Indigenous Relations & Inclusion thanked the Corporate Communications team for making changes to the video to reflect diversity in the community.

**6.0 OFFICIAL RECOGNITION CEREMONY**

Ms. K. Chiappetta provided an update relative to the 50th Anniversary Volunteer Service Awards. A videographer has been hired, but work is on hold due to COVID-19. Photographs of the recipients have been received, depicting them volunteering in the community.

**7.0 MOBILE APP**

Ms. L. Abthorpe, Heritage Researcher provided an update relative to the City's mobile walking tour app. Minor problems have been resolved and new content is being added. Local voices will be used for audio content. Ms. L. Abthorpe asked committee members to contact her if they are interested in helping to test the app.

**8.0 TIME CAPSULE**

Mr. M. Szybalski, Corporate Records Manager & City Archivist provided an update relative to the new time capsule. Numerous recommendations were received from the public and City staff. A subcommittee including Councillor Ch'ng, Ms. K. Power, City Clerk, Ms. C. Wakefield, Associate Archivist and Ms. M. Szybalski will review the list, narrow it down and procure the items. The subcommittee expects the time capsule to be assembled mid-February.

**9.0 CITY HALL SIGN**

Ms. K. Power, City Clerk noted that work is ongoing relative to the stained glass City Hall sign from the former Fort William City Hall. An update will be provided at the March committee meeting.

**10.0 ART BUS**

Ms. L. Costanzo, Supervisor – Cultural Development & Events provided an update relative to the 50<sup>th</sup> Anniversary art bus. The art bus is complete and will be on the road soon. Ms. K. Lewis, Director – Corporate Strategic Services noted that a media release will be issued on Monday, January 25, 2021 along with photos on social media and the City website.

**11.0 OTHER ANNIVERSARIES, COMMUNITY EVENTS AND UPDATES**

Mr. P. Burke, Sport & Community Development Supervisor informed the committee that he connected with Thunder Bay Symphony Orchestra (TBSO) regarding Community, Youth

**MEETING:**

and Cultural Funding for 50th Anniversary events. TBSO plans to hold a concert in April to perform a piece that was commissioned for Thunder Bay's 50<sup>th</sup> Anniversary. The performance will be virtual and recorded.

12.0 NEW BUSINESS

13.0 NEXT MEETING DATE

The next meeting date is Friday, February 26, 2021 at 12 p.m. via Microsoft Teams.

14.0 ADJOURNMENT

The meeting adjourned at 1:02 p.m.

**MEETING:**

DATE: FRIDAY, FEBRUARY 26, 2021

MEETING NO. 02-2021

TIME: 12:02 P.M.

PLACE: VIA MS TEAMS

CHAIR: COUNCILLOR S. CH'NG

**MEMBERS – ELECTRONIC****PARTICIPATION:**

Councillor S. Ch'ng, Chair

Ms. K. Lewis, Director – Corporate Strategic Services

Ms. L. Abthorpe, Heritage Researcher

Ms. B. Baker, Clean, Green &amp; Beautiful Committee

Mr. S. Bradley, Director – Thunder Bay Museum

Ms. L. Hayes, Community Representative, Confederation College Board of Governors

Ms. D. Imrie, Executive Director – Northwestern Ontario Sports Hall of Fame

Ms. R. Mandamin, Manager - Indigenous Relations &amp; Inclusion

Ms. K. Martin, Partnership Marketing Officer – Tourism Thunder Bay

Mr. J. Pateman, Chief Librarian/CEO – Thunder Bay Public Library

Ms. C. Robinson, President – Thunder Bay Chamber of Commerce

Ms. O. Sawchuk, Official Recognition Committee

**RESOURCE PERSONS:**

Ms. R. Eras, Communications Officer

Ms. L. Costanzo, Supervisor – Cultural Development &amp; Events

Mr. G. Walter, Landscape Architect

**ADMINISTRATIVE SUPPORT – ELECTRONIC PARTICIPATION:**

Ms. L. Lavoie, Committee Coordinator

**GUESTS:**

Ms. S. Reid

**1.0 DISCLOSURES OF INTEREST****2.0 AGENDA APPROVAL**

MOVED BY: Ms. L. Abthorpe

SECONDED BY: Ms. B. Baker

With respect to the February 26, 2021 50<sup>th</sup> Anniversary Celebration Steering Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

**CARRIED**

**3.0     CONFIRMATION OF PREVIOUS MINUTES**

The Minutes of the 50<sup>th</sup> Anniversary Celebration Steering Committee Meeting No. 01-2021 held on January 22, 2021 to be confirmed.

MOVED BY:             Mr. S. Bradley

SECONDED BY:        Ms. L. Hayes

THAT the Minutes of Meeting No. 01-2021 on January 22, 2021 be confirmed.

CARRIED

**4.0     LEGACY PROJECT**

Ms. K. Lewis, Director – Corporate Strategic Services informed the committee that the Thunder Bay word sign project will not move forward as funding was not approved by City Council. She further noted that an idea for a smaller scale commemorative project is being considered using the 50<sup>th</sup> Anniversary logo artwork. The commemorative piece will likely be installed at City Hall.

Mr. G. Walter, Landscape Architect noted that design work for the Thunder Bay word sign was in the preliminary stage. Engagement, concepts to date, and material on hand could be used to inform future projects.

Ms. K. Lewis noted that the smaller scale commemorative piece could potentially be installed in spring 2021. Committee members will be invited to come together for a celebration and unveiling, either virtually due to COVID-19 or, if possible, in person.

**5.0     CULMINATING VIDEO**

The Chair noted that the 50<sup>th</sup> Anniversary Celebration video would be presented at Committee of the Whole on Monday, March 1, 2021. There will also be an accompanying news release, recounting the many things that happened during the 50<sup>th</sup> Anniversary year.

**6.0     OFFICIAL RECOGNITION CEREMONY**

Ms. O. Sawchuk provided an update relative to the 50th Anniversary Volunteer Service Awards. Photos and additional information for each recipient has been received, but video production is still on hold due to COVID-19.

**7.0     MOBILE APP**

Ms. L. Abthorpe, Heritage Researcher introduced Ms. K. Martin, Partnership Marketing Officer – Tourism Thunder Bay, who will be taking the lead on the Mobile App project moving forward.

Ms. K. Martin informed the committee that several people are testing the app. Within the next month, audio recording should be completed. The City's five Heritage Walking Tours and a Public Art Walking Tour will be ready for the app's official launch. Other new tours will be added, post-launch.

**8.0     TIME CAPSULE**

Ms. L. Abthorpe, Heritage Researcher provided an update relative to the new time capsule. Work to gather items for the time capsule is ongoing, but slow due to COVID-19. The same box, which was opened on January 1, 2020, will be used for the new time capsule, with an additional plaque added.

**9.0     CITY HALL SIGN**

Ms. L. Lavoie, Council & Committee Clerk provided an update on behalf of Ms. K. Power, City Clerk. Work relative to the stained glass City Hall sign has been delayed due to COVID-19. The committee will be notified when the sign is ready for unveiling at City Hall.

**10.0    ART BUS**

Ms. L. Costanzo, Supervisor – Cultural Development & Events provided an update relative to the 50<sup>th</sup> Anniversary art bus. The bus is now on the road and it will be featured in next month's edition of The Walleye.

Ms. R. Mandamin, Manager - Indigenous Relations & Inclusion informed the committee that planning for a second art bus is currently underway. The theme will be Maamawe, with a focus on reconciliation. Ms. L. Costanzo noted that Administration has met with two young Indigenous artists who will lead the project. The bus will feature artwork by seven Indigenous youth and will represent the Seven Grandfather Teachings.

**11.0    COMMITTEE WRAP-UP**

The Chair provided an update relative to above-noted. The Chair thanked committee members for their commitment to the 50<sup>th</sup> Anniversary Celebration Steering Committee and

**MEETING:**

reviewed what the committee was able to accomplish, and not accomplish, in 2020. There was discussion relative to the importance of promoting civic pride.

MOVED BY: Mr. S. Bradley

SECONDED BY: Ms. B. Baker

THAT the 50th Anniversary Celebration Steering Committee, having satisfied its Terms of Reference and fulfilled its mandate, be dissolved.

CARRIED

It was noted that a motion to dissolve the Committee would be presented to City Council at an upcoming Committee of the Whole meeting.

12.0 NEW BUSINESS

13.0 ADJOURNMENT

The meeting adjourned at 12:29 p.m.

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**MEETING DATE**     03/22/2021 (mm/dd/yyyy)

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

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***SUMMARY***

Minutes of Meetings 02-2020 and 01-2021 of the Anti-Racism & Respect Advisory Committee held on November 2, 2020 and January 25, 2021, respectively, for information.

***ATTACHMENTS***

1. Anti-Racism & Respect Advisory Committee minutes November 2, 2020
2. Anti-Racism & Respect Advisory Committee minutes January 25, 2021



**DATE:** NOVEMBER 2, 2020**MEETING NO. 02-2020****TIME:** 12:04 P.M.**PLACE:** VIRTUAL MEETING – MS TEAMS**CHAIR:** JASON VELTRI**ELECTRONIC PARTICIPATION:**

Mayor Bill Mauro  
Councillor Rebecca Johnson  
Councillor Cody Fraser  
Ms. Carol Audet, *Matawa First Nations*  
Ms. Kristin Fisher, *Indigenous Students –  
Confederation College*  
Ms. Tannis Kastern, *representative from Fort  
William First Nation*  
Mr. Chris Krumpholz, *Community Representative*  
Mr. Jason Veltri, *Community Representative*  
Ms. Anita Muggeridge, *Thunder Bay  
Multicultural Association*  
Mr. Ryan Scott, *Community Representative*  
Insp. Derek West, *Thunder Bay Police Service*  
Mr. Prabhjot Singh Ahuja, *Lakehead University  
Student Union*

**OFFICIALS – ELECTRONIC  
PARTICIPATION:**

Ms. Karen Lewis, Director – Corporate  
Strategic Services  
Ms. Regina Mandamin, Manager – Indigenous  
Relations & Inclusion  
Mr. Jeff Howie, Policy Assistant to the Mayor  
Ms. Maureen Nadin, Committee Resource  
Ms. Katie Piche, Committee Coordinator

**1.0 WELCOME & DISCLOSURES OF INTEREST**

The Chair called the meeting to order at 12:04 p.m. There were no disclosures of interest declared at this time.

**2.0 CONFIRMATION OF AGENDA**

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

With respect to the November 2, 2020 meeting of the Anti-Racism & Respect Advisory Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

**CARRIED**

### 3.0 MINUTES OF PREVIOUS MEETING

The Minutes of Meeting No. 01-2020 of the Anti-Racism & Respect Advisory Committee held on January 27, 2020 to be confirmed, as amended.

MOVED BY: Mr. C. Krumpholz

SECONDED BY: Insp. D. West

THAT the Minutes of Meetings No. 01-2020 of the Anti-Racism & Respect Advisory Committee, held on January 27, 2020 be confirmed, as amended.

CARRIED

### 4.0 REVIEW OF INDIGENOUS RELATIONS & INCLUSION STRATEGY

Ms. R. Mandamin, Manager – Indigenous Relations & Inclusion provided a PowerPoint presentation relative to the above noted and responded to questions.

The following items were discussed:

- Strategic Plan development
- Draft review and discussion
- Mayor's message
- Corporate work plan
- Grandfather teachings through Elders
- Long term vision
- Strength based approach
- Three pillars:
  - Respectful relations
  - Responsive city
  - Indigenous inclusion
- Indigenous community prosperity – Elders guidance
- Annual report to Council

### 5.0 PROPOSED RESTRUCTURING OF THE ANTI-RACISM & RESPECT ADVISORY COMMITTEE

The Chair and Ms. R. Mandamin provided an overview relative to the above noted and responded to questions.

A discussion was held relative to creating a working group and creating a draft work plan to become more effective and cohesive as a Committee and community. The working group will be comprised of the following committee members and staff:

- J. Veltri
- Councillor R. Johnson
- M. McGuire
- representative from SUCCI
- C. Audet
- C. Krumpholz
- K. Lewis
- R. Mandamin

The Working Group will report back to the Committee once the first working group meeting has been held.

It was noted that the resolution relative to creating an Indigenous Relations Committee, passed at the October 28, 2019 Anti-Racism & Respect Advisory Committee was no longer relevant based on the upcoming Indigenous Relations and Inclusion Strategy.

## 6.0 BUDGET 2021

Memorandum from Ms. K. Lewis, Director – Corporate Strategic Services, dated October 28, 2020, relative to the above noted was distributed separately via email on Friday, October 30, 2020.

Ms. K. Lewis, Director – Corporate Strategic Services provided an overview relative to the above noted and responded to questions.

MOVED BY: Mr. C. Krumpholz  
SECONDED BY: Ms. M. Mayhew-Hammond

WITH RESPECT to the Anti-Racism & Respect Advisory Committee, we recommend that the City provide \$15,000 to Lakehead Social Planning Council to support the Incident Reporting service, with eligible costs to include training, resource staff, monitoring, tracking and statistical reports and the annual report including evaluation and data analysis;

AND THAT the costs associated with the Incident Reporting Service are subject to Council's approval of the 2021 budget.

CARRIED

At 1:43 p.m., quorum was lost and the remaining agenda items will be placed on an upcoming agenda.

7.0 ADJOURNMENT

The meeting adjourned at 1:43 p.m.

**DATE:** JANUARY 25, 2021**MEETING NO. 01-2021****TIME:** 12:23 P.M.**PLACE:** VIRTUAL MEETING – MS TEAMS**CHAIR:** JASON VELTRI**ELECTRONIC PARTICIPATION:**

Councillor Rebecca Johnson  
Councillor Cody Fraser  
Ms. A. Lynch, *Kinna-aweya Legal Clinic*  
Mr. M. Makuto, *Regional Multicultural Youth Council*  
Ms. M. McGuire, *TB Urban Aboriginal Advisory Committee*  
Mr. Jason Veltri, *Community Representative*  
Mr. Ryan Scott, *Community Representative*  
Mr. Prabhjot Singh Ahuja, *LUSU representative*  
Mr. Kiran Ramesh - *SUCCI representative*

**OFFICIALS – ELECTRONIC PARTICIPATION:**

Ms. Regina Mandamin, Manager – Indigenous Relations & Inclusion  
Ms. Maureen Nadin, Committee Resource  
Ms. Katie Piché, Committee Coordinator

**1.0 WELCOME, DISCLOSURES OF INTEREST & LAND ACKNOWLEDGMENT**

Ms. K. Piché, Committee Coordinator called the meeting to order at 12:23 p.m. There were no disclosures of interest declared at this time.

Mr. J. Veltri acknowledged that we are meeting on the traditional territory of the Ojibwa Anishinaabe people of Fort William First Nation, signatory to the Robinson Superior Treaty of 1850, and acknowledged the history that many nations hold, and are committed to a relationship with First Nations, Métis, and Inuit peoples based on the principles of mutual trust, respect, reciprocity, and collaboration in the spirit of reconciliation.

**2.0 CONFIRMATION OF AGENDA**

**MOVED BY:** Councillor Cody Fraser  
**SECONDED BY:** Mr. Jason Veltri

With respect to the January 25, 2021 meeting of the Anti-Racism & Respect Advisory Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

**CARRIED**

### 3.0 ELECTION OF CHAIR AND VICE-CHAIR

Ms. Katie Piché, Committee Coordinator administered nominations for Chair and Vice-Chair.

MOVED BY: Councillor Cody Fraser  
SECONDED BY: Mr. Moffat Makuto

With respect to the Chair of the Anti-Racism & Respect Advisory Committee, we recommend that Jason Veltri be re-appointed Chair of the Committee for the remainder of the 2021 calendar year and until such time as a replacement has been appointed, as required annually.

CARRIED

MOVED BY: Mr. Moffat Makuto  
SECONDED BY: Mr. Prabhjut Singh Ahuja

With respect to the Vice-Chair of the Anti-Racism & Respect Advisory Committee, we recommend that Councillor Cody Fraser be appointed Vice-Chair of the Committee for the remainder of the 2021 calendar year and until such time as a replacement has been appointed, as required annually.

CARRIED

Mr. Jason Veltri assumed the Chair for the duration of the meeting.

### 4.0 MINUTES OF PREVIOUS MEETING

The Minutes of Meeting No. 02-2020 of the Anti-Racism & Respect Advisory Committee held on November 2, 2020 to be confirmed.

MOVED BY: Councillor Cody Fraser  
SECONDED BY: Mr. Moffat Makuto

THAT the Minutes of Meetings No. 02-2020 of the Anti-Racism & Respect Advisory Committee, held on November 2, 2020 be confirmed.

CARRIED

Information session notes of the Anti-Racism & Respect Advisory Committee, held on November 2, 2020, for information.

## 5.0 COMMITTEE & INCIDENT REPORTING WORKING GROUP REVIEW

The Chair provided an overview relative to the above noted. The following items were discussed:

- Work plan
- What are our goals and overall vision?
- 211 Reporting group
- Communication linkage
- Possible strategic communications campaign
- Need time and commitment to Committee

Ms. Regina Mandamin, Manager – Indigenous Relations & Inclusion provided an overview from the November 2, 2020 Anti-Racism & Respect Advisory Committee meeting, relative to the Incident Reporting Working Group budget.

## 6.0 2021 STRATEGIC PLANNING

Mr. J. Veltri provided an overview relative to the above noted.

A discussion was held relative to arranging a strategic planning session for the Anti-Racism & Respect Advisory Committee. The following items were discussed:

- Session must be in person to be effective
- To be arranged by a facilitator at earliest convenience
- Potential to have session outside and physically distanced

MOVED BY: Mr. Moffat Makuto

SECONDED BY: Councillor Cody Fraser

With respect to the Anti-Racism & Respect Advisory Committee, we recommend that the Committee move forward with an in-person strategic planning session.

CARRIED

It was noted that the Chair will follow up with a memorandum at the next meeting with more details and options regarding the planning session.

It was requested that when the meeting is arranged, meeting material should be shared in advance so that attendees can prepare to provide input during the session.

7.0 ONE CITY, MANY VOICES

Councillor Rebecca Johnson provided information relative to the above noted.

Ms. Katie Piché to distribute the listing of proposed upcoming articles for 2021, for the Committee's information.

8.0 2021 MEETING SCHEDULE

MOVED BY: Mr. Prabhjut Singh Ahuja  
SECONDED BY: Ms. Michelle McGuire

THAT the following 2021 meeting dates of the Anti-Racism & Respect Advisory Committee be confirmed:

- Monday, February 22, 2021
- Monday, March 29, 2021
- Monday, April 26, 2021
- Monday, May 31, 2021
- Monday, June 28, 2021
- Monday, September 27, 2021
- Monday, October 25, 2021
- Monday, November 29, 2021
- Monday, December 21, 2021 (if required)

CARRIED

9.0 ADJOURNMENT

The meeting adjourned at 12:57 p.m.





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***MEETING DATE***     03/22/2021 (mm/dd/yyyy)

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***SUBJECT***             Community Communications Committee Minutes

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***SUMMARY***

Minutes of Meeting 01-2020 of the Community Communications Committee held on February 13, 2020, for information.

***ATTACHMENTS***

1 Comm Comm minutes February 13 2020

**DATE:** THURSDAY, FEBRUARY 13, 2020

**MEETING NO. 01-2020**

**TIME:** 5:08 PM

**PLACE:** MCNAUGHTON ROOM

**CHAIR:** MS. D. EARLE / COUNCILLOR S. CH'NG

**PRESENT:**

Councillor M. Bentz  
Councillor S. Ch'ng  
Councillor C. Fraser  
Councillor B. Hamilton  
Mr. M. Pearson  
J. Veltri

**OFFICIALS:**

Ms. D. Earle, Deputy City Clerk  
Ms. K. Lewis, Director – Corporate Strategic Services  
Ms. S. Levanen, Supervisor – Corporate Communications  
Ms. N. Korcheski, Committee Coordinator

**GUESTS:**

Ms. C. Olsen, Coordinator – Thunder Bay Drug Strategy  
Ms. S. Reid, Digital and Travel Media Officer

**1.0 ELECTION OF CHAIR AND VICE CHAIR**

Ms. D. Earle, Deputy City Clerk, administered nominations for Chair and Vice Chair of the Community Communications Committee for 2020.

J. Veltri nominated Councillor S. Ch'ng for the position of Chair.

Councillor S. Ch'ng agreed to let her name stand.

Councillor B. Hamilton nominated Mr. M. Pearson for the position of Chair.

Mr. M. Pearson agreed to let his name stand.

There were no other nominations for position of Chair.

The Secretary called for a vote and the end result was a tie between the two nominees.

Councillor S. Ch'ng provided remarks.

Mr. M. Pearson provided remarks.

Committee members provided remarks.

Mr. M. Pearson withdrew his name from the list of nominees.

It was the consensus of the Committee that Councillor S. Ch'ng be appointed Chair of the

Community Communications Committee for the City of Thunder Bay until November 30, 2020, or until such time as a replacement has been appointed.

Councillor B. Hamilton nominated Mr. M. Pearson for the position of Vice Chair.

Mr. M. Pearson agreed to let his name stand.

There were no other nominations for position of Vice Chair.

It was the consensus of the Committee that Mr. M. Pearson be appointed Vice Chair of the Community Communications Committee for the City of Thunder Bay until November 30, 2020, or until such time as a replacement has been appointed.

Councillor S. Ch'ng assumed the Chair.

## 2.0 DISCLOSURES OF INTEREST

None.

## 3.0 AGENDA APPROVAL

MOVED BY: Councillor C. Fraser  
SECONDED BY: J. Veltri

With respect to the February 13, 2020 Community Communications Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

## 4.0 CONFIRMATION OF PREVIOUS MINUTES

Minutes of Meetings No. 05-2019 of the Community Communications Committee held on December 5, 2019, for approval.

MOVED BY: Councillor B. Hamilton  
SECONDED BY: Mr. M. Pearson

THAT the Minutes of Meetings No. 05-2019 of the Community Communications Committee held on December 5, 2019, be approved.

CARRIED

## 5.0 MYTBAY

Memorandum from Ms. C. Olsen, Acting Director – Corporate Strategic Services, dated February 5, 2020, relative to MyTBay publication, presented to City Council on February 10, 2020.

Ms. C. Olsen provided an overview relative to the above noted including discussion of history of the publication, costs, distribution, content, and digital reach beyond print.

Ms. K. Lewis provided information relative to the role of the publication in the Corporation's integrated marketing strategy, both print and digital, its evolution, and future plans to further strengthen the digital reach.

Ms. C. Olsen and Ms. K. Lewis, Director – Corporate Strategic Services, responded to questions relative to the above noted.

Discussion was held relative to the above noted including costing, frequency, how to improve reach and various formats.

It was the consensus of the Committee that Administration report back to Committee at the next meeting relative to comparison of various options including costs, advantages and disadvantages for Committee to further discuss. Options are relative to comparing the current publication with placing similar content in other publication, potential partnerships with existing publications and options for new innovative approaches.

#### 6.0 50<sup>th</sup> ANNIVERSARY CELEBRATION STEERING COMMITTEE UPDATE

Ms. S. Levanen, Supervisor – Corporate Communications and Ms. S. Reid, Digital and Travel Media Officer provided an update relative to ongoing communications for 50th Anniversary of Amalgamation celebrations in 2020.

Discussion was held relative to the following but not limited to:

- Branding
- Banners
- Businesses interested in 50<sup>th</sup> Anniversary flair
- Swag
- Memorable Moments
- Superior Stories
- Print media / 50<sup>th</sup> Anniversary webpage
- Timeline in lobby of City Hall
- Time capsule promotion
- Visiting friends and relatives campaign
- Airport advertising
- Digital editorial piece
- Digital walking tour app and launch with a Memorable Moments tour

## 7.0 COMMUNITY COMMUNICATIONS PLANNING

Handout on desks entitled “One City – Growing Together 2019-2022” (Strategic Plan), for information.

Community Communications Plan, distributed on desks, for information.

Ms. K. Lewis provided an overview and responded to questions of the Community Communications Plan for the Committee’s information. It was noted that feedback from Committee to be sent directly to Ms. K. Lewis relative to the Plan.

It was noted that MyTBay will be added under “strengthening channels”.

It was noted that at the next meeting discussion will be held relative to the following questions:

- What do people want to see enhanced in communication?
- What needs to be changed to reflect this?

## 8.0 REVIEW OF COMMITTEE TERMS REFERENCE

Discussion was held relative to the above noted.

MOVED BY: Councillor C. Fraser

SECONDED BY: Mr. M. Pearson

It was the consensus of the Committee that the item relative to Review of Committee Terms of Reference from the February 13, 2020 meeting of the Community Communication Committee be deferred to the next Committee meeting and that it be the first item on that agenda.

CARRIED

## 9.0 NEXT MEETING

To be determined.

## 10.0 ADJOURNMENT

The meeting adjourned at 6:39 p.m.

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***MEETING DATE***     03/22/2021 (mm/dd/yyyy)

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***SUBJECT***             Coordinating Committee Minutes

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***SUMMARY***

Minutes of Meeting 01-2020 of the Coordinating Committee held on February 24 2020, for information.

***ATTACHMENTS***

1 Coordinating Committee minutes February 24 2020

**DATE:** FEBRUARY 24, 2020**MEETING NO. 01-2020****TIME:** 4:30 PM**PLACE:** MCNAUGHTON ROOM**CHAIR:** MAYOR B. MAURO**MEMBERS:**

Mayor B. Mauro  
Councillor S. Ch'ng, Chair – Community Services  
Councillor A. Foulds, Vice-Chair – Community Services & Administrative Services  
Councillor T. Giertuga, Chair – Planning  
Councillor A. Ruberto, Vice-Chair – Planning

**OFFICIALS:**

Mr. N. Gale, City Manager  
Ms. K. Power, City Clerk  
Ms. D. Earle, Deputy City Clerk  
Mr. G. Stover, Committee Coordinator

**AGENDA****1.0 DISCLOSURES OF INTEREST**

None.

**2.0 AGENDA APPROVAL**

**MOVED BY:** Councillor A. Ruberto  
**SECONDED BY:** Councillor S. Ch'ng

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

**CARRIED**

**3.0 MINUTES OF PREVIOUS MEETING**

**MOVED BY:** Councillor A. Ruberto  
**SECONDED BY:** Councillor A. Foulds

THAT the Minutes of Meetings No. 03-2019 of the Coordinating Committee, held on October 7, 2019 be confirmed.

**CARRIED**

#### 4.0 PROCESS – DENIAL OF DEPUTATIONS

Ms. K. Power, City Clerk provided information relative to the above. The Procedural By-law includes a list of reasons for the City Clerk to deny a deputation. After denial from the City Clerk, the correspondence is forwarded to Members of Council who are able to, by resolution, overturn the denial and hear the deputation as requested. Recently, there have been many incidences of over-ruling the denial.

Further clarity in the by-law is needed for the reasons to deny a deputation. Possible revisions include:

- (5) The Deputant wishes to **address a matter that is relative to the City of Thunder Bay's Operating and Capital Budget** at a Meeting of Committee of the Whole at which the annual budget will be presented or considered;
- (8) **The Deputant wishes to address a matter which is/was the subject of a report/complaint relative to work associated with the Integrity Commissioner.**
- (9) **The Deputant wishes to request funding/financial support outside of the budget process.**
- (10) **The Deputant has made four (4) deputations per calendar year, subsequent requests will be denied.**

Discussion was held relative to the current reasons and recommended changes.

MOVED BY: Councillor T. Giertuga  
SECONDED BY: Councillor A. Ruberto

With respect to the proposed changes to the reasons for the denial of deputations, we recommend that the following revisions be included in the Procedural By-law:

- (5) The Deputant wishes to **address a matter that is relative to the City of Thunder Bay's Operating and Capital Budget** at a Meeting of Committee of the Whole at which the annual budget will be presented or considered;
- (8) **The Deputant wishes to address a matter which is/was the subject of a report/complaint relative to work associated with the Integrity Commissioner.**
- (9) **The Deputant wishes to request funding/financial support outside of the budget process.**

CARRIED



5.0 PROCEDURAL BY-LAW

5.1 Review of Budget Process – Special Committee of the Whole

Discussion was held relative to the limiting the number of rounds of questioning for all Committee of the Whole meetings, including Specials and Budget meetings. Suggestions of three rounds for all meetings, time limits and the role of the Chair in stopping questions were discussed.

MOVED BY: Councillor T. Giertuga  
SECONDED BY: Councillor A. Ruberto

With respect to the number of rounds for questions, we recommend that the Procedural By-law be amended to limit the number of rounds to three for all Committee of the Whole Meetings including Special Sessions.

CARRIED

Discussion was held relative to the City Clerk adding clarity to the Procedural Rules on whether or not council talks about policy changes at budget meetings.

The City Clerk advised that the 2020 Budget meeting start times have been changed to 5:00 p.m. start instead of 6:30 p.m.

Discussion was held relative to additional information distribution during budget meetings:

- How can Administration manage the numerous requests for additional information received during the budget process?
- Separating policy issues vs budget issues follow-ups.
- Cannot always be email responses only, as the need for transparency to the public must be upheld
- Importance of receiving the additional information at a Budget meeting if it is regarding a resolution.
- Deadlines for Administration to report back based on amount of staff time required to complete.
- Last minute memorandums are difficult for Council members to review in time for the meeting.

Mr. N. Gale, City Manager and Ms. K. Power, City Clerk to report back on a procedure of how to limit additional information during the budget process.

5.2 Planning Meetings – City Council – Public Meeting

Ms. K. Power provided an overview relative to time limits for presentations during City Council (Public Meeting). Currently, there is no time limit given to applicants or speakers.

The City Clerk's Office is looking at recommending ten minutes for applicants and five minutes for speakers (supporters and objectors).

5.3 Planning Meetings – City Council – Public Meeting (order of speakers to an application)

Ms. K. Power advised that a recommendation to change the Procedural Rules to not separate the supporters and objectors during the comment period is being drafted.

5.4 Funding Program Reports from Administration

Discussion was held relative to amendments to community funding reports and with respect to a proposed change requiring 2/3rds of Council to be in favour of amendments to Administration's recommendations.

Ms. K. Power provided information relative to the annual Youth and Cultural Funding Program and the appeals process.

It was the consensus of Committee that no changes to the process are required at this time.

6.0 COUNCIL CHAMBER CAMERA UPDATE

Ms. K. Power, provided an update relative to the above noted. The Committee was advised that installation of the new camera equipment will begin on March 24<sup>th</sup> and Councillors will be introduced to the system prior to the first meeting after installation.

7.0 NEXT MEETING

The next meeting will be held later in 2020.

8.0 ADJOURNMENT

The meeting was adjourned at 6:00 p.m.

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***MEETING DATE***      03/22/2021 (mm/dd/yyyy)

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***SUBJECT***              Crime Prevention Council Minutes

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***SUMMARY***

Minutes of Meeting 04-2020 of the Crime Prevention Council held on November 25, 2020, for information.

***ATTACHMENTS***

1 Crime Prevention Council minutes November 25 2020

# Meeting Notes

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**COMMITTEE:** CRIME PREVENTION COUNCIL  
(CPC)

**MEETING NO.:** 04-2020

**TIME:** 4:00 P.M.

**DATE:** WEDNESDAY,  
November 25, 2020

**PLACE:** MICROSOFT TEAMS CALL

**CHAIR:** J. UPTON

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## **MEMBERS**

Chief S. Hauth, Inspector R. Gibson, *Thunder Bay Police Service*

J. Howie, *City of Thunder Bay*

K. Routhier, *Nishnawbe Aski Nation*

L. Dacre, *Kairos Community Resource Centre*

Councillor R. Johnson, *Thunder Bay Drug Strategy*

J. Hyslop, *Canadian Mental Health Association*

P. Capon, *Matawa Education Centre*

J. Upton, *Lakehead District School Board*

A. Mauro, *Conseil scolaire de district catholique*

B. Kryswaty, *Lakehead Social Planning Council*

A. Prien, *Recreation and Culture, City of Thunder Bay*

D. Mayes, *St. Joseph Care Group*

C. Petit, *Citizen Representative*

A. Saddler, *Ministry of the Attorney General*

T. Auger, *Dilico Anishinabek Family Care*

S. Fata, *Thunder Bay Counselling*

M. Spanninga, *Ontario Native Women's Association*

D. Dika, *Thunder Bay Sexual Abuse Centre*

C. Connell, *Lakehead Social Planning Council Placement*

G. Cioica, *Lakehead Social Planning Council Placement*

M. Stewart – *Thunder Bay District Health Unit/Youth Violence Prevention Project*

## **OFFICIALS**

K. Lewis, Director – Corporate Strategic Services

L. Chevette, Coord. – Crime Prevention Council

C. Olsen, Coord. – Thunder Bay Drug Strategy

K. Hell – Corporate Strategic Services

Kaitlin Prezio, Youth Inclusion Program

## **Guest**

S. Simko, Northwestern Ontario Women's Centre

## **AGENDA**

### 1.0 **WELCOME, INTRODUCTIONS & DISCLOSURES OF INTEREST**

The Chair, J. Upton, called the meeting to order at 4:04. The Communication Process was explained.

2.0 CONFIRMATION OF AGENDA

With regard to the November 25, 2020 meeting of the Crime Prevention Council, we recommend that the Agenda as printed be confirmed.

3.0 MINUTES OF PREVIOUS MEETING

The minutes of Meeting 04-2020, of the Crime Prevention Council held on November 25, 2020 were confirmed.

4.0 BUSINESS ARISING FROM PREVIOUS MINUTES

At the August 10 Committee of the Whole meeting, Councillor A. Ruberto brought a memo forward requesting advocacy for social issues and support for vulnerable populations.

Thunder Bay Drug Strategy and Crime Prevention Council held two consecutive joint meetings with their memberships to assist gathering further input on the memo's contents.

The Corporate Report will be presented to City Council at the December 14, 2020 Committee of the Whole meeting.

5.0 ISSUES

Councillor A. Ruberto brought a memo to City Council on June 8, requesting the development of a Nuisance Bylaw. The Crime Prevention Council and Thunder Bay Drug Strategy have been directed to provide input, and are awaiting more information from administration prior to coordinating consultations.

6.0 NORTHWESTERN ONTARIO WOMEN'S CENTRE PRESENTATION

S. Simko provided an informative presentation on the Analysis to Action on Gender Based Violence Project.

The Northwestern Ontario Women's Centre launched the Analysis to Action on Gender Based Violence (AAGBV) Project in August 2019. The Women and Gender Equity (WAGE) Capacity Building Fund is a four-year project. The aim is to enhance the systemic advocacy work being done in the community, improve the status of women, increase the capacity of the Women's Centre, as well as other Thunder Bay and NWO women's organizations, and to continue promoting social and systemic change towards gender equality.

7.0 ANNUAL ACTION REPORT

L. Chevrette provided a review the 2019 Action Report and the accomplishments of the Crime Prevention Council. The report was presented to City Council on September 28, 2020.

8.0 MAYOR'S COMMUNITY SAFETY AWARDS

L. Chevette played the event video, which highlights the recipients of a 2020 Mayor's Community Safety Award. The 2020 recipients include: Community Hero Award, John Kelly Thunder Bay Skateboard Coalition; Young Leader Award, Noah Barile, Tree of Hope Project; Outstanding Community Projects: Tree of Hope Project, Stop Now and Plan Program, Path 525 Consumption and Treatment Services and Elizabeth Fry Society Northwestern Ontario Food Outreach. Videos for the recipients can be viewed <https://www.thunderbay.ca/en/city-services/community-safety-awards.aspx>.

9.0 STANDING AGENDA ITEMS

9.1 Community Safety & Well-Being Planning– Lee-Ann Chevette, Coordinator - Crime Prevention Council

The province postponed the deadline for completion due to Covid-19; no new date has been announced. The committees continue with the work while awaiting the new completion date.

9.2 Thunder Bay Drug Strategy – Cynthia Olsen, Coordinator -Thunder Bay Drug Strategy

Wrapped up Harm Reduction week with the Thunder Bay District Health Unit.

Thunder Bay Drug Strategy is working towards becoming a site with the Canadian Community Epidemiology Network on Drug Use (CCENDU), which is a nation-wide network of community partners that informs Canadians about emerging drug use trends and associated issues.

Recommendation 114 meetings have resumed and the group is working on establishing a safe sobering site that will be open year round.

Lakehead University students are working on a business case for a crisis centre for Thunder Bay.

Opioid use is widespread in our community, affecting youth and adults, and diverse groups.

9.3 North West Community Mobilization Network – Jennifer Hyslop, CMHA– North West Community Mobilization Network

Update deferred.

9.4 Poverty Reduction Strategy – Bonnie Krysowaty, Coordinator – Poverty Reduction Strategy

B. Krysowaty will be presenting the 2019 Annual Poverty Reduction Strategy Report to Committee of the Whole on December 7. The Poverty Reduction Strategy continues to work on the Living Wage Campaign with Councillor A. Ruberto as the Chair.

Social Navigators are working with Alpha Court, John Howard Society, Elizabeth Fry and Shelter House to assist individuals involved, or at risk of involvement, in the Criminal Justice System and those experiencing homelessness, or at risk of homelessness. The Navigators are teaching life skills, and offering re-integration services.

9.5 Homelessness Coalition - Alice Bellavance, Co-Chair of the Housing and Homelessness Coalition

B. Krysowaty and C. Olsen provided an update.

The community has received \$300,000 from the COVID-19 Emergency Fund to support isolation and overflow shelter operations.

The group continues to work on cold weather planning.

The group is distributing 10,000 masks with transit. The United Way's Facing Forward program is supplying masks for those who cannot afford to purchase them and/or have no means to obtain them. There has been no uptake for child's masks to date.

9.6 Age Friendly – Bonnie Krysowaty, Coordinator – Poverty Reduction Strategy

The Transportation Guide for seniors is now available.

The group continues to look for volunteers to provide snow removal for seniors through the Snow Angels Program.

9.7 Seven Youth Inquest Update – Lee-Ann Chevrette, Coordinator - Crime Prevention Council Recommendation 91, 112, 116

L. Chevrette provided information about Recommendations 91, 112, and 116.

Recommendation 91- Am I Missing campaign has had no updates since the September meeting.

Recommendation 112 campaign to address racially motivated crimes against the Indigenous community will not move forward until the Bushby verdict is decided.

Recommendation 116 The Dear Thunder Bay campaign to educate the public on the challenges Indigenous youth face when they come to Thunder Bay for school is on hold.

9.8 Youth Inclusion Program – K. Prezio, Project Manager – Youth Inclusion Program

Youth Navigators continue to offer one-on-one supports to youth who are referred to the Program

Virtual programming continues.

9.9 Joint Mobile Crisis Response – Chief Sylvie Hauth, Thunder Bay Police Service

Program continues from 2pm-2am.

In January, a Pilot Project consisting of an impact team including an officer and a crisis response worker riding together 24-7 and responding as a team will commence. The timeline for the Pilot Project is six months to a year working out of the police station.

During COVID-19, there has been an increase in mental health-related calls.

Thunder Bay Police Service helped with Project Sunder, a large-scale investigation focused on southern Ontario gangs. From that, there were 800 charges laid and 114 arrests.

9.10 Youth Violence Prevention Project in Thunder Bay & District –Marianne Stewart, Healthy Relationships Coordinator, Youth Violence Prevention Project Thunder Bay and District

The Fourth R School Based Health Relationship program is a program for grades seven to nine youth to learn about, and to help reduce, risky behaviour. The program includes:

- Personal Safety & Injury Prevention
- Substance Use, Addictions and Related Behaviours
- Human Development and Sexual Health
- Healthy Eating

The initiative aims to reduce teen dating violence and gender-based violence in Thunder Bay and District.



9.11 Thunder Bay Coalition to End Human Trafficking – Sheri Fata, Manager of Financial & Child/Youth Services, Thunder Bay Counselling

The regular scheduled meetings have resumed.

Beendigen continues training to provide awareness for navigating services for people at risk of trafficking in rural communities.

Kris Carlson is training officers at Thunder Bay Police Service.

Kris is working closely with the Kenora coalition, which is providing resources for survivors.

A website for the Coalition is in development and should be live early 2021.

10.0 WORKING GROUP UPDATES

10.1 Respect – L. Chevette, CPC Coordinator

The Committee has not met for several months due to COVID-19. Human Resources, Corporate Safety, Corporate Communications and City Manager are working on a 'Respect Still Works Here' campaign will launch in December. The launch will include a video and physical and virtual posters.

10.2 Release from Custody – P. Capon, Matawa First Nations Management

This group continues to be available to support discharge planning from the Thunder Bay District Jail and the Thunder Bay Correctional Centre.

The group is working on a Communications Strategy for client support.

11.0 CRIME PREVENTION OFFICE UPDATE

Nothing additional to add, all covered in other sections of the agenda.

12.0 ROUNDTABLE OF UPDATES

Members provided brief updates on the activities of their respective organizations/agencies.

13.0 NEW BUSINESS

Crime Prevention wishes to recognize the outstanding community leadership provided by Dr. J. DeMille during these unprecedented times.

14.0 NEXT MEETING

J. Upton, L. Chevrette, K. Lewis and K. Hell wish everyone a safe holiday season.

Meetings of the CPC are scheduled every second month, from 4:00 - 6:30 p.m. in McNaughton Room, 3rd Floor of City Hall, as follows, unless otherwise notified:

2021 Meeting Schedule

- Wednesday, January 20, 2021 – MS Teams
- Wednesday, March 17, 2021 – MS Teams - TBC
- Wednesday, May 19, 2021
- Wednesday, June 16, 2021
- Wednesday, September 22, 2021
- Wednesday, November 17, 2021

**NOTE: all meetings will be held virtually until further notice.**

15.0 ADJOURNMENT

6:12 pm



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**MEETING DATE**     03/22/2021 (mm/dd/yyyy)

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**SUBJECT**             Inter-Governmental Affairs Committee Minutes

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***SUMMARY***

Minutes of Meeting 05-2020 of the Inter-Governmental Affairs Committee held on November 9, 2020, for information.

***ATTACHMENTS***

1 IGAC minutes November 9 2020

**DATE:** MONDAY, NOVEMBER 9, 2020

**MEETING NO. 05-2020**

**TIME:** 12:00 P.M.

**PLACE:** MICROSOFT TEAM MEETING

**CHAIR:** COUNCILLOR B. MCKINNON

**PRESENT** *via electronic participation:*

Mayor B. Mauro  
Councillor A. Aiello  
Councillor S. Ch'ng  
Councillor B. McKinnon  
Councillor K. Oliver

**OFFICIALS** *via electronic participation:*

Mr. N. Gale, City Manager  
Ms. E. Nadon, Executive Administrator to the City  
Manager  
Ms. D. Earle, Deputy City Clerk

**GUESTS** *via electronic participation:*

Councillor R. Johnson  
Mr. E. Zakrewski, CEO - CEDC  
Mr. P. Burke, Sport & Community  
Development Supervisor  
Ms. L. McEachern, Director Planning  
Services  
Mr. M. Smith, General Manager  
Development and Emergency  
Services

**RESOURCE PERSON** *via electronic participation:*

Mr. J. Howie, Policy Assistant to the Mayor

1.0 DISCLOSURES OF INTEREST

None.

2.0 AGENDA APPROVAL

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

With respect to the November 9, 2020 Inter-Governmental Affairs Committee, we recommend that the agenda as amended, including any additional information and new business, be confirmed.

CARRIED

3.0 MINUTES OF PREVIOUS MEETINGS

The Minutes of Meeting No. 04-2020 held on September 14, 2020, of the Inter-Governmental Affairs Committee, to be confirmed.

MOVED BY: Councillor K. Oliver  
SECONDED BY: Councillor A. Aiello

THAT the Minutes of Meeting No. 04-2020 held on September 14, 2020, of the Inter-Governmental Affairs Committee, be confirmed.

CARRIED

#### 4.0 2024 ONTARIO WINTER GAMES

Mr. P. Burke, Sport & Community Development Supervisor provided an overview relative to the above noted.

- Report 132/2020 will be presented to Committee of the Whole this evening recommending that the City of Thunder Bay pursue the 2024 Ontario Winter Games
- Explained background, budget and funding for the event
- The host community is responsible to cover the costs of travel subsidies for games participants, explained how this works
- Should City Council decide to proceed with a bid for this event the Intergovernmental Affairs Committee is asked to advocate to the Ministry of Heritage, Sport, Tourism and Culture Industries for additional funding from the Ontario Government to assist with travel costs
- Bid document is due January 8, 2021; possible site visit in February 2021
- The Minister of Heritage, Sport, Tourism and Culture Industries is expected to announce the host community in March or April 2021

#### 5.0 MUNICIPALITY OF SHUNIAH'S OFFICIAL PLAN

Mr. M. Smith, General Manager Development and Emergency Services and Ms. L. McEachern, Director Planning Services provided an overview relative to the above noted.

- Provided background on the Municipality of Shuniah's Official Plan document and the steps that the Planning Services Division has taken to address concerns about the Plan's commercial policies which provide for regional commercial development and commercial development on large parcels that do not rely on highway traffic
- The Provincial Policy Statement (PPS) and the policies of the Growth Plan for Northern Ontario support the concentration of regional commercial function in Thunder Bay
- Shuniah has submitted their Plan to the Province for approval
- The Planning Services Division has prepared a submission to the Ministry of Municipal Affairs urging them to modify the Commercial policies of Shuniah's Official Plan before it is approved
- Recommend that the IGA Committee write to Minister Steve Clark (Municipal Affairs), Minister Laurie Scott (Infrastructure) and Minister Greg Rickford (Northern Development and Mines) to encourage the Province to modify the Municipality of Shuniah's Official Plan prior to approval

6.0 BUSINESS ARISING FROM PREVIOUS MINUTES

6.1 Ring of Fire Update

No updates were provided at this time.

6.2 Bombardier Update

Mayor B. Mauro provided an update relative to the above. Efforts continue to be made to secure a meeting with Mayor J. Tory, City of Toronto. Discussion continue with a number of Members of Parliament on this file.

6.3 Next Generation 911 Update

Mr. N. Gale, City Manager provided an update related to the above.

Wireless service providers to provide NG 9-1-1 text messaging by March 30, 2022.  
Upgrades to our infrastructure need to be installed and operational by the end of 2021 for cut over in 2022.

Actively recruiting four positions for the 2020 budget, this was delayed due to COVID-19. These positions are for the Communication Centre, not specifically due to NG 9-1-1. A Coroner's inquest recommendation around the role of the supervisor and the requirement to increase staffing compliment to properly supervise and handle increased calls for service.

A discussion was held relative to advocacy for the Province to pass legislation related to funding the Public Safety Answering Point; this will be added to the ROMA delegation requests.

7.0 2021 ANNUAL RURAL ONTARIO MUNICIPAL ASSOCIATION (ROMA) CONFERENCE

MOVED BY: Councillor B. McKinnon

SECONDED BY: Mayor B. Mauro

With respect to the 2021 ROMA Conference, being held virtually January 25-26, 2021, we recommend that all expenses for this conference be paid for Mayor B. Mauro, Councillor B. McKinnon, Mr. N. Gale and Mr. J. Howie;

AND THAT these expenses be paid through the Inter-Governmental Affairs Committee budget.

CARRIED

Mr. J. Howie, Policy Assistant to the Mayor to provide a review of delegation requests relative to the issues for discussion with Ministers at the 2021 ROMA Annual Conference. The list is to be shared with the committee via e-mail.

8.0 CORRESPONDENCE

8.1 Eligible Uses of Lottery Proceeds for Royal Canadian Legions

Copy of letter to the Honourable Doug Downey, Minister of the Attorney General from Mr. S. Collier, Mayor Town of Ajax, dated September 22, 2020, relative to the above-noted, for information.

Councillor B. McKinnon, Chair will send a letter of support for the Royal Canadian Legions to the Ministry of the Attorney General.

8.2 Casino Host Municipalities Group Requests Engagement and Assistance

Copy of letter to the Honourable Doug Ford, Premier of Ontario from Mr. G. Krantz, Co-Chair and Ms. L. Dollin, Co-Chair, Casino Host Municipalities Group, dated September 10, 2020, relative to the above-noted, for information.

8.3 Parkland Dedication, Development Charges and the Community Benefits Charges Authority

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

8.4 Federal Political Environment Update

Copy of memo to Ontario Big City Mayors from Strategy Corp, dated September 17, 2020, relative to the above-noted, for information.

8.5 Hazardous Waste Digital Reporting Service Modernization - Request for Feedback

Copy of letter from Mr. S. Carrasco, Director Program Management Branch Ministry of Environment, Conservation and Parks, dated September 18, 2020, relative to the above-noted, for information.

8.6 Enforcement and Amendments under the Reopening Ontario Act, 2020

Copy of memo from Mr. R. Stubbings, Assistant Deputy Minister Public Safety Division, Ministry of the Solicitor General, dated September 19, 2020, relative to the above-noted, for information.

8.7 Anti-Racism Initiatives – Community Safety and Policing Act, 2019

Copy of letter to Mayor Bill Mauro from the Honourable Sylvia Jones, Solicitor General, dated October 2, 2020, relative to the above-noted, for information.

8.8 Cannabis Production

Copy of letter to Minister, Members of Parliament and Members of Provincial Parliament from Mr. R Bonneau, Mayor Township of Asphodel-Norwood, dated October 7, 2020, relative to the above-noted, for information.

8.9 Ontario Strengthening Correctional System in the North

Copy of news release from the Province of Ontario, dated October 13, 2020, relative to the above-noted, for information.

8.10 Mayor Mauro Lobbies Province for Priority Funding

Copy of media release from Mayor Bill Mauro, dated October 14, 2020, relative to the above-noted, for information.

8.11 Court Security and Prisoner Transportation Program Review

Copy of memo from Mr. R. Stubbings, Assistant Deputy Minister Public Safety Division, Ministry of the Solicitor General, dated October 15, 2020, relative to the above-noted, for information.

9.0 NEW BUSINESS

9.01 Advocacy from Community Organizations

Joint meetings are being held with the Crime Prevention Council and the Drug Strategy to assist with gathering information from community organizations on required advocacy. This group will be sharing a report with City Council on December 14, 2020, after which they will attend an IGA Committee meeting to share the items they wish to receive support on advocacy.

9.02 2021 Rent Freeze

The Minister of Municipal Affairs and Housing, the Honourable Steve Clark implemented a rent freeze for 2021 under the Helping Tenants and Small Business Act, 2020. This will result in a revenue loss of approximately \$140-150,000 for the District of Thunder Bay Social Services Administration Board (TBDSSAB), which will result in a higher levy to the municipality in 2021. The TBDSSAB has passed a resolution requesting additional funding to offset these revenue losses from the Minister of Municipal Affairs and Housing.

9.03 Infrastructure Stimulus

The Ontario's Big City Mayors (OBCM) have passed a resolution calling on the Governments of Canada and Ontario to implement funding for municipal infrastructure as an urgent measure to stimulate cities' economic recovery from the COVID-19 pandemic, in addition to providing additional emergency operating support for municipalities in 2021.



- 9.04 Mr. E. Zakrewski, CEO- CEDC provided a verbal update on discussions with Heddle Shipyards and ReGenMed.

8.0 NEXT MEETING

The next regular Inter-Governmental Affairs Committee meeting is scheduled for Monday, February 8, 2021 at 12:00 p.m. to take place via Microsoft Teams.

9.0 ADJOURNMENT

The meeting adjourned at 13:01 p.m.

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***MEETING DATE***      03/22/2021 (mm/dd/yyyy)

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***SUBJECT***              Official Recognition Committee Minutes

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***SUMMARY***

Minutes of Meetings 03-2020 and 04-2020 of the Official Recognition Committee Citizens of Exceptional Achievement held on July 13, 2020 and November 5, 2020, for information.

***ATTACHMENTS***

1 ORC minutes July 13 2020  
2 ORC minutes November 5 2020

**DATE:** July 13, 2020**MEETING NO. 03-2020****TIME:** 11:35 a.m.**PLACE:** via MS Teams**CHAIR:** Ms. Loretta Turpin**PRESENT:**

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

**OFFICIALS:**

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

**GUESTS:**

Ms. Kari Chiappetta, Event Coordinator

**1.0 DISCLOSURES OF INTEREST**

Chair Loretta Turpin called the meeting to order at 11:35 a.m. There were no disclosures of interest declared at this time.

**2.0 AGENDA APPROVAL**

**MOVED BY:** Ms. Kathy Gibson  
**SECONDED BY:** Councillor PengYou

With respect to the July 13, 2020 Official Recognition Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

**CARRIED**

**3.0 ANNUAL AWARDS - CITIZENS OF EXCEPTIONAL ACHIEVEMENT AWARDS**

A discussion was held relative to re-imagining the 2020 Citizens of Exceptional Achievement Awards, due to the COVID-19 pandemic.

Ms. D. Earle, Deputy City Clerk and Ms. K. Chiappetta, Event Coordinator provided an overview relative to the above noted and responded to questions. The following ideas for a virtual event were discussed:

- Lawn signs for recipients
- Posters
- Photos with Committee members
- Aired live and online (on Tbaytel and Shaw also)

- Award winners can celebrate at home while watching meeting – with flowers, cupcakes, sparkling cider
- Spirit Award

Further discussion was held regarding the logistics of the photo sessions that will be scheduled for award winners.

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

WITH RESPECT to the 2020 Citizens of Exceptional Achievement Awards, we recommend that the awards be scheduled as a virtual event due to the COVID-19 pandemic;

AND THAT the awards ceremony be held on September 29, 2020.

CARRIED

#### 4.0 50<sup>TH</sup> ANNIVERSARY – MONTHLY UPDATE

Ms. O. Sawchuk provided an update relative to the 50<sup>th</sup> Anniversary Celebration Steering Committee.

A discussion was held relative to holding a special awards event for volunteers that have fifty cumulative years of volunteer service in the community.

It was consensus of the Committee to proceed with planning the 50<sup>th</sup> Anniversary Volunteer Service Award event. An update will be provided at the next meeting.

It was noted that Ms. K. Chiappetta and Ms. O. Sawchuk will determine the specific criteria for the nomination form. A draft application form will be shared amongst the Committee once the criteria is finalized.

It was also noted that to commemorate Thunder Bay's 50<sup>th</sup> Anniversary, it was confirmed that the 50<sup>th</sup> Anniversary Celebration Steering Committee will be contributing \$6,000 for the 50<sup>th</sup> Anniversary Volunteer Service Award event.

#### 5.0 NEXT MEETING

The next meeting date will be scheduled when required.

6.0 ADJOURNMENT

The meeting adjourned at 1:06 p.m.

**DATE:** November 5, 2020

**MEETING NO. 04-2020**

**TIME:** 11:01 a.m.

**PLACE:** via MS Teams

**VICE-CHAIR:** Ms. Kathy Gibson

**PRESENT:**

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

**OFFICIALS:**

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

**1.0 DISCLOSURES OF INTEREST**

Vice-Chair Kathy Gibson called the meeting to order at 11:01 a.m. There were no disclosures of interest declared at this time.

Ms. D. Earle provided clarification relative to Council's Code of Conduct and conflicts of interest.

**2.0 AGENDA APPROVAL**

It was consensus of the Committee that Committee Member Terms and Monthly Nominations be added to the agenda.

**MOVED BY:** Ms. Ollie Sawchuk  
**SECONDED BY:** Ms. Allison Hill

With respect to the November 5, 2020 Official Recognition Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

**CARRIED**

**3.0 MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting Nos. 01-2020 and 02-2020 of the Official Recognition Committee held on February 24 and March 9, 2020 to be confirmed.

**MOVED BY:** Councillor Peng You  
**SECONDED BY:** Mr. John Garland

With respect to the Minutes of Meeting Nos. 01-2020 and 02-2020 of the Official Recognition Committee held on February 24 and March 9, 2020 be confirmed.

CARRIED

#### 4.0 50<sup>TH</sup> ANNIVERSARY – VOLUNTEER SERVICE AWARDS NOMINATION

Confidential nomination packages were distributed via email to Committee members on Friday, October 30, 2020.

A discussion was held relative to application forms and documentation received for each nominee.

It was consensus of the Committee that two of the four nominations be approved for the 50<sup>th</sup> Anniversary Volunteer Service Award.

It was requested by the Committee that the remaining two nominations be approved in principle, once the Committee receives more detail regarding the two nominees' volunteer work. The Office of the City Clerk will follow up with the nominators regarding additional information.

A discussion was held relative to the following:

- Creating a media release to advise public of the winners
- Update on videographer and scheduling video shoot
- Committee of the Whole dates that are available for the presentation of awards
- Photo shoot potential locations

MOVED BY: Ms. Loretta Turpin

SECONDED BY: Ms. Allison Hill

WITH RESPECT to the 50<sup>th</sup> Anniversary Volunteer Service Awards, we recommend to proceed with scheduling the videographer and purchase of awards for all four award recipients.

CARRIED

#### 5.0 NEW BUSINESS

##### 5.1 Committee Member Terms

Ms. D. Earle advised of two upcoming Committee vacancies:

Ms. L. Turpin advised that she will be resigning from the Committee with one year of the term remaining.

Ms. K. Gibson's two-year term will expire on November 30, 2020.

Both vacancies will be advertised on the City website. Application forms are available through the Office of the City Clerk.

## 5.2 Monthly Nominations

Ms. D. Earle provided an update relative to monthly nominations. There have been no monthly nominations received since the COVID-19 pandemic, however, application forms are still available. Due to public health regulations during the pandemic, monthly nomination award presentations will be held virtually.

At the March 9, 2020 Official Recognition Committee meeting, it was consensus of the Committee that the 2020 Special Olympics Games Organizing Committee be considered for a monthly Official Recognition Award and that a list of local athletes who won medals be determined and reviewed at the next meeting. Due to the COVID-19 pandemic, no follow up occurred.

A discussion was held relative to the Special Olympics and Ms. Allison Hill advised that she will follow up with a contact from the Special Olympics Organizing Committee for a list of local Special Olympics participants. An update will be provided at the next meeting.

## 6.0 NEXT MEETING

No further meeting dates were scheduled.

## 7.0 ADJOURNMENT

The meeting adjourned at 11:48 a.m.



# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	City Manager's Office - Office of the City Clerk	<b>REPORT NO.</b>	R 21/2021
<b>DATE PREPARED</b>	02/24/2021	<b>FILE NO.</b>	
<b>MEETING DATE</b>	03/22/2021 (mm/dd/yyyy)		
<b>SUBJECT</b>	2019-2024 Multi-Year Accessibility Plan		

## **RECOMMENDATION**

WITH RESPECT to Report R 21/2021 (City Manager's Office – Office of the City Clerk), we recommend that the 2019-2024 Multi-Year Accessibility Plan, as appended to this report, be adopted;

AND THAT Corporate Policy 08-01-04 – Accessibility Policy, be approved;

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

## **LINK TO STRATEGIC PLAN**

The City of Thunder Bay's "One City, Growing Together" 2019 – 2022, Strategic Plan details a vision for the City that will act to Lead, Serve, Grow, and Renew. This includes providing civic leadership; equal opportunity; service excellence through technology improvements; and city infrastructure improvements.

## **EXECUTIVE SUMMARY**

The 2019-2024 Multi-Year Accessibility Plan outlines the City's strategies for preventing and removing accessibility-related barriers in city facilities, services, and programs. The Plan has been developed in consultation with the Accessibility Advisory Committee, City departments, feedback received through annual open houses and general feedback received through the Municipal Accessibility Specialist.

## **DISCUSSION**

The *Accessibility for Ontarians with Disabilities Act*, 2005 (AODA) is an Ontario law mandating that organizations must follow standards to become more accessible to people with disabilities. Through Ontario Regulation 191/11 Integrated Accessibility Standards (IASR), the goal for the

province is to be fully accessible by 2025. All levels of government, private sectors, and non-profits must comply with this legislation. The IASR includes more than 86 standards requiring compliance in the areas of Information and Communication, Employment, Transportation, Design of Public Spaces and Compliance. There are timelines associated with the implementation of the 86 standards, the last being January 1, 2021 relating to accessible content on all City-owned websites.

The requirement under standard 4 is that all public sector organizations “establish, implement, maintain, and document” a multi-year accessibility plan. This is the City’s second Multi-Year Accessibility Plan; the first was adopted by Council in 2013.

### *Strategies and Actions for Barrier Identification and Removal*

The strategies and actions from the previous multi-year plan have been updated based on public feedback. These strategies and actions will be used as a guide

1. Continue to remove barriers from city programs and services.
2. Integrate AODA requirements into corporate policies and procedures.
3. The City and the Accessibility Advisory Committee will host annual public engagement event in the community to share information, promote the Committee’s roles and accomplishments and gain feedback about accessibility in the City of Thunder Bay.
4. Continue to remove barriers from existing facilities and infrastructure as identified in the City of Thunder Bay’s 2019 facility audit.
5. All Members of Council, employees, volunteers, and contractors must take general accessibility, accessible customer service and Ontario Human Rights Code training.
6. Provide accessible public engagement opportunities.
7. Continue to ensure that all City of Thunder Bay publications and promotional materials are accessible.
8. Develop resources to assist staff to determine all necessary accessibility criteria that should be included in procurement documents, including evaluation tools.
9. Continue to upgrade transit stops to meet the Accessible Bus Stop Design Guidelines developed in 2013.
10. Continue Accessibility Sidewalk Ramping Program to upgrade or install new sidewalk ramps at intersections where a barrier to access exists. The Roads Division will work with the Accessibility Advisory Committee and other groups and

individuals who identify areas of concern. All new ramps are marked with a tactile surface to alert those with visual impairments that they are at an intersection.

11. Continue Lift and Level Program and Trip edge removal program to remove trip hazards and barriers to accessibility caused by heaved and sunken sidewalk slabs, which provide a safer and more uniform walking surface to all citizens of Thunder Bay.
12. Continue program to install audible crossing signals at pedestrian crossings at signalized intersections. Engineering Division staff consults with the Accessibility Advisory Committee, the CNIB and other groups and individuals to determine where this technology should be strategically placed to maximize its effectiveness for people with visual impairments.

### *Accessibility Policy*

The City's Corporate Accessibility Policy 08-01-04, has been updated with very minor changes. One important change was the addition of Members of Council to a number of sections. This demonstrates Council's commitment that the City remove barriers to the City's programs, services, and facilities.

### *Corporate Accessibility Champions*

The Accessibility Advisory Committee has built accessibility champions in a number of City divisions including Recreation & Culture, Facilities, Fleet & Energy Management, Corporate Information Technology, Corporate Communications, Transit Services, Engineering and Human Resources. These champions attend regular AAC meetings and work hard to ensure that programs, services and infrastructure are fully accessible. The concept of building champions is a culture shift for the City of Thunder Bay and focuses on members of Administration approaching their work with accessibility in mind which benefits programs, services and facilities in Thunder Bay.

### *Delay in Reporting*

The COVID-19 pandemic has caused a delay in presenting the most recent plan to Council for adoption. This City maintains its compliance with the AODA requirements as the 2014-2019 plan has been extended pending adoption of the new plan. This has been a practice that most municipalities and large public sector organizations have implemented due to the pandemic.

### *Facility Audit*

City-owned facility audits were conducted in 2013 and 2019 by third-party accessibility design consultants. The intent of the audits was to assess spaces against current legislated barrier-free design standards, more specifically the AODA-IASR Design of Public Spaces Standard and Ontario Building Code, as amended. The 2019 audit includes an estimated \$8.6 million in upgrades to sixteen (16) facilities. The upgrades are identified in each facility as follows:

Priority One – \$3.2 million

- Safety concerns
- Significant or total barriers to access

Priority Two - \$3.7 million

- Non-compliance which can prevent full participation, enjoyment, or use of a space or service

Priority Three - \$1.7 million

- Barriers in infrequently used spaces
- Non-compliance which do not meet reference standards by a very small margin

The 2019 audit is appended to the 2019-2024 plan. The facility audits are reviewed by the Office of the City Clerk and Facilities, Fleet & Energy Management in preparation of annual capital budget submissions.

### ***FINANCIAL IMPLICATIONS***

There are no financial implications directly associated with this report. Capital dollars are allocated annually in the Capital Budget for the Office of the City Clerk to assist some of this work along with allocations to departments for specific work as it relates to infrastructure upgrades such as sidewalk ramping, pedestrian crossovers etc.

### ***CONCLUSION***

It is concluded that Council should adopt the 2019-2024 City of Thunder Bay Multi-Year Accessibility Plan and approve Corporate Policy 08-01-04.

### ***BACKGROUND***

The City of Thunder Bay 2014-2019 Multi-Year Accessibility Plan was adopted by Council on July 29, 2013.

At the February 11, 2021 the Accessibility Advisory Committee meeting, the Committee supported the adoption of the Plan.

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

2019-2024 Multi-Year Accessibility Plan  
Appendix A - Accessibility Policy  
Appendix A - Accessibility Policy amended  
Appendix B - 2019 Facility Audit Executive Summary

***PREPARED BY: DANA EARLE, DEPUTY CITY CLERK AND SCOTT GARNER, MUNICIPAL ACCESSIBILITY SPECIALIST***

**THIS REPORT SIGNED AND VERIFIED BY:  
(NAME OF GENERAL MANAGER)**

Norm Gale, City Manager

**DATE:**

March 9, 2021

# **The City of Thunder Bay**

## **2019 – 2024**

### **Multi-Year Accessibility Plan**

Adopted by City Council: Date



## Table of Contents

1	Definitions .....	3
	Introduction.....	4
3	Municipal Accessibility Advisory Committee .....	5
4	Message from the Chair of the Municipal Accessibility Advisory Committee .....	6
5	Statement of Commitment to Accessibility .....	7
6	Accessibility Policy.....	7
7	Accessibility Plan .....	7
	7.1 Customer Service .....	8
	7.2 2019 Facility Audit.....	8
	7.3 Strategies and Actions for Barrier Identification and Removal .....	8
	7.4 Compliance Timeline.....	9
8	Measuring Results .....	9
	8.1 Compliance Reporting .....	9
	8.2 Annual Barrier Removal Reporting .....	10
	8.3 Reviewing Feedback.....	10
	8.4 Revisions to the Multi-year Accessibility Plan.....	10
9	Accessibility Feedback.....	11
10	City of Thunder Bay Accessibility Achievements 2013-2019 .....	12
	10.1 Accessibility Advisory Committee .....	12
	10.2 Corporate Wide .....	12
	10.3 City Manager's Office.....	12
	10.4 Community Services .....	13
	10.5 Corporate Services and Long-term Care .....	14
	10.6 Development and Emergency Services.....	14
	10.7 Infrastructure and Operations .....	15
Appendix A Accessibility Policy		
Appendix B 2019 Facility Audit Executive Summary		

# 1 Definitions

The following definitions apply to this Plan:

**Accessibility** — The term accessibility means giving people of all abilities opportunities to participate fully in everyday life. It is used to describe how widely a service, product, device, or environment is available to as many people as possible. Accessibility can be seen as the ability to access and benefit from a system, service, product or environment.

**Barrier** — A barrier is anything that prevents a person with a disability from fully participating in all aspects of society because of their disability.

Disabilities themselves are not considered barriers. Most barriers are not intentional. Barriers usually occur because the needs of people with disabilities are not considered from the beginning, when creating a policy or procedure, when providing a service, or when designing a product or facility.

**Types of barriers** – Barriers may be visible or invisible. There are many different types of barriers:

Attitudinal barriers may result in people with disabilities being treated differently than people without disabilities.

Informational and communication barriers arise when a person with a disability cannot easily receive or understand information that is available to others.

Systemic barriers in policies, practices and procedures result in people with disabilities being treated differently than others or sometimes excluded altogether.

Physical and architectural barriers occur in the environment and prevent access for people with disabilities.

Technological barriers occur when technology or the way it is used does not meet the needs of people with disabilities.



## 2 Introduction

The Accessibility for Ontarians with Disabilities Act, 2005 (AODA) was enacted to develop, implement, and enforce Accessibility Standards in order to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures, premises and transportation throughout Ontario by the year 2025. Accessibility Standards include the Accessible Customer Service Standard (O. Reg. 429/07), the Integrated Accessibility Standard Regulation (O. Reg. 191/11) – including the Information & Communication, Transportation, Employment and the Design of Public Spaces Standards. In 2016, the IASR was updated to include the Customer Service Standard.

Under the Integrated Accessibility Standards Regulation (IASR), the City of Thunder Bay (the City) is required to establish, implement, maintain and document a multi-year accessibility plan. This plan outlines the City of Thunder Bay's strategy to identify, prevent and remove accessibility barriers, and meet its requirements under the IASR.

The Integrated Accessibility Standard Regulation (O. Reg. 191/11) consists of 6 parts:

- I. General Requirements
- II. Information and Communications Standards
- III. Employment Standards
- IV. Transportation Standards
- V. Design of Public Spaces Standards (Accessibility Standards For The Built Environment)
- VI. Customer Service Standard
- VII. Compliance

In accordance with the requirements set out in the IASR, the City of Thunder Bay will:

- Post the accessibility plan on its website ([www.thunderbay.ca](http://www.thunderbay.ca));
- Provide the plan in an accessible format upon request;
- Review and update the accessibility plan at least once every five years;
- Establish, review and update the accessibility plan in consultation with persons with disabilities and the Municipal Accessibility Advisory Committee;
- Prepare an annual status report and post it on the City of Thunder Bay website.

### **3 Municipal Accessibility Advisory Committee**

In 2001, the Ontarians with Disabilities Act (ODA), required that all municipalities with a population over 10,000 must have an Accessibility Advisory Committee. This requirement is echoed in the Accessibility for Ontarians with Disabilities Act (AODA) 2005. The municipal Accessibility Advisory Committee (AAC) is a sub-committee of City Council's Committee of the Whole. The mandate is to provide guidance on accessibility issues affecting municipal operations. The Committee meets a minimum of eight (8) times annually; all meetings are open to the public.

The Committee makes recommendations to City Council on Municipal Accessibility Plans, provides feedback to the City on Site Plan Controls, new builds and renovations of facilities, and advises on a range of other issues affecting persons with disabilities in the City of Thunder Bay.

A representative of the Accessibility Advisory Committee participates in corporate initiatives including the Active Transportation Committee, Walkability Sub-committee and the Public Art Committee.

The Committee is made up of the following members:

- a person with a physical and mobility disability;
- a senior with a disability;
- a representative from the culturally deaf community;
- a person with a mental health and addiction disability;
- a member of City Council;
- a representative from a service agency with a mandate for persons with disabilities;
- a person who is hard of hearing and/or late deafened;
- a citizen at large;
- a person who is visually impaired or blind;
- a person with a developmental disability;
- a person with a brain injury;
- a person who is deaf-blind;
- a parent or guardian of a child or youth with a disability;
- a caregiver to a person with a disability;
- a person with a learning disability;
- a person with a speech impairment.

## **4 Message from the Chair of the Municipal Accessibility Advisory Committee**

Since the previous 2013-2018 Multi-Year Accessibility Plan was approved, the municipal Accessibility Advisory Committee (AAC) has kept very busy working on issues regarding accessibility in the City of Thunder Bay.

The Committee meets regularly with City departments to raise awareness of access issues and to provide recommendations for greater inclusion. Over the past sixteen years, the Committee has advised, both through our built environment subcommittee and through the Committee as a whole, on a range of City projects. We raise awareness about accessibility related to sidewalk ramps and hazards, municipal elections, polling stations and voting procedures, public washrooms and automatic door openers.

The Committee has been identified as an accessibility champion in the City and has been invited by the Thunder Bay Regional Health Sciences Centre, Thunder Bay Art Gallery and Norwest Community Health Services to review accessibility of their programs, services and facilities.

The Committee holds yearly open houses to advise and consult with the public about accessibility issues. The Committee collects feedback throughout the year and shares as required with City Council and the City departments involved.

Committee members serve on a number of municipal and community-based committees, including the City's Active Transportation and Public Art Committee, the Thunder Bay District Health Unit's Walkability Committee, and the CNIB's Accessible Pedestrian Signal Committee. Through these committees, we provide representation of the disabled community and make committee members aware of access challenges they might not otherwise recognize, hopefully identifying problems before they develop rather than needing to correct them after infrastructure or policy is in place.

The 2019-2024 Plan highlights achievements of the ACC and City departments over the past five years. The Committee participated in the development of the strategies and actions included in section 7.3 of the plan and are confident that the implementation of those strategies will improve access to City programs, services and facilities for all residents.

Sincerely,

Kai Crites  
Chair – Accessibility Advisory Committee  
2019-2020

## 5 Statement of Commitment to Accessibility

The City of Thunder Bay is committed to treating all people in a way that allows them to maintain their dignity and independence. We believe in inclusion and equal access to opportunities and will identify, remove, and prevent barriers to accessibility. The City of Thunder Bay is committed to meeting accessibility requirements and guidelines under the *Accessibility for Ontarians with Disabilities Act*, the *Ontario Human Rights Code*, and other accessibility legislation applicable to the City of Thunder Bay.

## 6 Accessibility Policy

The City of Thunder Bay Accessibility Policy has been updated to include the Integrated Accessibility Standards Regulation requirements and an organizational statement of commitment to meet the accessibility needs of persons with disabilities in a timely manner. The policy is included as Appendix A of this plan. The policy is consistent with:

- [Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11 \(AODA\)](#)
- [Ontario Regulation 191/11 Integrated Accessibility Standards \(IASR\)](#)
- [Ontarians with Disabilities Act, 2001, S.O. 2001, c. 32 \(ODA\)](#)
- [Human Rights Code, R.S.O. 1990, c. H.1](#)

## 7 Accessibility Plan

In 2019, the City of Thunder Bay began the mandatory 5-year review and update of the Multi-year Accessibility Plan. The City engaged an external consultant with expertise in the AODA to review compliance and achievements and conduct a facility audit of sixteen (16) city-owned facilities.

The City of Thunder Bay has an internal Administrative Accessibility Working Group that meets regularly to review progress in meeting the requirements of the AODA and to monitor progress on implementing the annual accessibility plans and to determine that barrier-removal and barrier-prevention strategies are implemented effectively.

The Office of the City Clerk provides oversight of the implementation of the Accessibility Plan. It employs a Municipal Accessibility Specialist responsible for liaising with the Accessibility Advisory Committee, the Administrative Accessibility Working Group and the community in supporting and guiding The City of Thunder Bay in the implementation of the Plan.

## **7.1 Customer Service**

The City of Thunder Bay has mandatory training for all members of Council, employees and volunteers on the Customer Service Standard and Ontario Human Rights Code, which includes policies and procedures on providing goods and services to people with disabilities in the areas of:

- An Accessibility Policy incorporating dignity, independence integration, and equity;
- Use of service animals and support persons;
- Notice of temporary service disruptions;
- Provision of a feedback process for the public to submit concerns about accessibility; and
- Use of assistive devices.

## **7.2 2019 Facility Audit**

In 2019, a facility audit was completed for sixteen (16) facilities owned and operated by the City. The audit has provided prioritized high-level observations and recommendations of deficiencies of those facilities with current legislated barrier-free design standards. The City is committed to using the audit when planning infrastructure improvements and is committed to a bi-annual review of the facility audit and will include all accessibility updates in the annual compliance reporting. The Executive Summary of the audit is included in Appendix B of this plan.

## **7.3 Strategies and Actions for Barrier Identification and Removal**

- a) Continue to remove barriers – attitudinal, informational, communication, systematic, physical, architectural, and technological – from city programs and services.
- b) Integrate AODA requirements into corporate policies and procedures.
- c) The City and the Accessibility Advisory Committee will host annual public engagement event in the community to share information, promote the Committee's roles and accomplishments and gain feedback about accessibility in the City of Thunder Bay.
- d) Continue to remove barriers from existing facilities and infrastructure as identified in the City of Thunder Bay's 2019 facility audit.
- e) All Members of Council, employees, volunteers, and contractors must take general accessibility, accessible customer service and Ontario Human Rights Code training.

- f) Provide accessible public engagement opportunities.
- g) Continue to ensure that all City of Thunder Bay print and web-based publications and promotional materials are accessible.
- h) Develop resources to assist staff to determine all necessary accessibility criteria that should be included in procurement documents, including evaluation tools.
- i) Continue to upgrade transit stops to meet the Accessible Bus Stop Design Guidelines developed in 2013.
- j) Continue Accessibility Sidewalk Ramping Program to upgrade or install new sidewalk ramps at intersections where a barrier to access exists. The Roads Division will work with the Accessibility Advisory Committee and other groups and individuals who identify areas of concern. All new ramps are marked with a tactile surface to alert those with visual impairments that they are at an intersection.
- k) Continue Lift and Level Program and Trip edge removal program to remove trip hazards and barriers to accessibility caused by heaved and sunken sidewalk slabs, which provide a safer and more uniform walking surface to all citizens of Thunder Bay.
- l) Continue program to install audible crossing signals at pedestrian crossings at signalized intersections. Engineering Division staff consults with the Accessibility Advisory Committee, the CNIB and other groups and individuals to determine where this technology should be strategically placed to maximize its effectiveness for people with visual impairments.

## **7.4 Compliance Timeline**

The City of Thunder Bay is compliant with all standards in the AODA up to December 31, 2018. By January 1, 2021, all internet websites and web content contained on those sites must meet WCAG 2.0 Level AA requirements, excluding closed captioning for live streaming.

## **8 Measuring Results**

### **8.1 Compliance Reporting**

The City of Thunder Bay is committed to filing accessibility compliance reports to the Province of Ontario based on the stated deadlines in the AODA: December 31, 2019, 2021, 2023, and 2025. Reports will be posted on the City's website and presented as required to City Council and the Accessibility Advisory Committee.

## **8.2 Annual Barrier Removal Reporting**

The Municipal Accessibility Specialist is committed to preparing annual status updates describing what has been done to achieve AODA compliance requirements and other City of Thunder Bay accessibility goals described in this plan. Reports will be posted on the City's website and presented as required to City Council and the Accessibility Advisory Committee.

## **8.3 Reviewing Feedback**

We will also monitor and evaluate any feedback we have received throughout the year related to accessibility. This information may be integrated into our accessibility reports. Any comments on our accomplishments and plans are welcome and will be considered in our ongoing accessibility planning.

## **8.4 Revisions to the Multi-year Accessibility Plan**

The Multi-year Accessibility Plan is a living document. The City of Thunder Bay is committed to reviewing and updating the Plan at minimum every five (5) years. Revisions will be available on our website, and will be provided in alternate formats upon request.

## 9 Accessibility Feedback

We welcome inquiries and feedback about accessibility and the City of Thunder Bay's efforts at meeting the Accessibility for Ontarians with Disabilities Act (AODA) Integrated Accessibility Standards Regulation.

In Person/Mail:        Accessibility Feedback  
                                 Office of the City Clerk  
                                 500 Donald Street East  
                                 Thunder Bay ON P7E 5V3

Telephone:            (807) 625-2230  
Fax:                    (807) 625-2233  
TTY:                    (807) 622-2225  
Email:                  [accessibility@thunderbay.ca](mailto:accessibility@thunderbay.ca)

Alternate formats of this document are available upon request.



## **10 City of Thunder Bay Accessibility Achievements 2013-2020**

### **10.1 Accessibility Advisory Committee**

- The Committee is a leader for accessibility in the community. Its members have been invited to consult on the Thunder Bay Regional Health Sciences Centre's Accessibility Plan and the Norwest Community Health Centre facility design.
- The Committee has provided recommendations to Council for improvements to traffic signals, City Hall Transit Hub, and support for federal grants such as the EnAbling Change Accessibility Fund.
- The Committee has built relationships and accessibility champions in all City departments. These champions regularly attend AAC meetings and promote the importance of accessibility in all city services.

### **10.2 Corporate-Wide**

- The AAC reviews project plans and provides feedback regarding accessibility features. Projects have included: proposed new walking trails; intersection audible message format and content; transportation licensing requirements related to accessibility; forward facing wheelchair seating on conventional buses; accessible evacuation requirements; parking lot design; and improved snow clearing for greater accessibility.
- The City buys goods, services or facilities that are accessible to people with disabilities – where possible accessibility design, criteria and features are included in bid requirement documents and other methods of purchasing new goods, services or facilities for the City of Thunder Bay.
- Accessibility features are incorporated when purchasing or designing self-service kiosks – including any interactive electronic terminals that people use to pay parking fees, validate tickets, renew licenses, or access information.
- Procedures for notifying the public of known disruptions of service are implemented in a timely and accessible manner on the City website and social media.

### **10.3 City Manager's Office**

- Employment practices are accessible, including how the City of Thunder Bay hires, retains, and provides career development opportunities.
- A Psychological Health & Safety Committee has been established and meets quarterly to discuss methods for implementing the National Standard for Psychological Health and

Safety in the Workplace, and Committee members serve as champions for mental health in the workplace.

- Provides information and training on mental health resources to all new City hires during corporate orientation.
- Guidelines have been produced and shared with City staff to improve the process of creating accessible documents.
- Staffing, Development & Support Services distributed a 2017 Voluntary Employment Equity Survey, using results to develop an Employment Outreach and Retention Plan, with the goal of increasing outreach to and retention of applicants and employees with disabilities.
- Employees are made aware of the option to request and collaborate in developing individual accommodation plans and individualized emergency protocols. These plans and protocols are reviewed on an annual basis.
- Improved printed material for the respect. campaign by using colours with greater contrast.
- As part of the Public Engagement Framework, resources have been created to ensure that internal and public meetings are accessible, including documents, promotion, and locations.

## **10.4 Community Services**

- Recreation & Culture staff continue to establish connections and collaborations with various community organizations to ensure promotion and awareness of programs and services to the broader community and people with disabilities by expanding mailing and contact lists.
- Portable Pool Lifts were added at the Canada Games Complex, Volunteer Pool and Sir Winston Churchill Pool.
- An accessible washroom and change area were added at the Volunteer Pool, as well as the inclusion of visual fire alarms and contrasting colours around doorways.
- The Thunder Bay 55 Plus Centre increased the number of accessible parking spaces and improved signage and wayfinding to ensure ease of access to the parking spaces. The Canada Games Complex now uses similar accessible signage.
- New power door operators were installed at the Tennis Centre along with a new wood framed deck with barrier free ramp access to accommodate wheelchair tennis.
- Asset Management Division continues to incorporate accessible counters, power door operators, assisted listening systems, accessible washrooms, ramps and more when completing interior renovations at all City facilities.
- Transit staff were invited by the Province of Ontario to be a member of the Accessibility Directorate of Ontario (ADO) Transportation Standards Development Committee.

- Transit collaborates with Thunder Bay community groups to ensure adequate accessible transportation is available for participation of people with disabilities in local programs and services.
- Transit works to ensure transit stops are accessible for people with mobility, visual, and other disabilities by implementing the Accessible Bus Stop Design Guidelines. As of 2019, more than 60% of City stops are accessible, with plans to prioritize designated transit stops for future accessibility-related renovations.
- An accessible transit shelter design was introduced in 2013 with 49 installed at high ridership stops.
- Accessible service training is provided to all operators including wheelchair securement and processes for un-accommodated passengers.
- Improved scheduling technology for Lift+ Specialized Transit Service enables resources to be realigned to meet a same-day requirement for specialized transit bookings and allowances for registrant eligibility timelines.
- Transit Services developed a 2015-2025 Accessibility Plan to communicate the AODA compliance and accessibility improvements within both Thunder Bay Transit and Lift+ Specialized Transit Services.
- Transit hosts an Annual Public Forum on Accessible Transit.
- On-board and pre-boarding announcements of route and stop information is active on all conventional buses.

## **10.5 Corporate Services and Long-term Care**

- Corporate Information Technology is committed to ensuring that new technology projects keep accessibility at the forefront, by adding accessibility requirements to existing checklists or approval processes.
- Prior to the implementation of the new website in 2019, Corporate Information Technology improved readability of the website for screen reading software and improved visibility of cursor and tab movement.
- Corporate Information Technology provides training for city staff to create accessible documents.
- Supply Management is working to ensure that all bid documents include specific requirements or guidelines on incorporating AODA standards and other accessibility and inclusion guidelines.

## **10.6 Development and Emergency Services**

- Improved access at the customer service counter for staff and general public.

- An accessibility review is included in the evaluation of all site plan applications.
- Accessibility components and standards have been incorporated into the Urban Design Guidelines and Official Plan.
- Introduced a new Vehicle-for-hire By-law with consultation from the AAC.

## **10.7 Infrastructure and Operations**

- Parks & Open Spaces added a lift to the Marina Park main stage.
- Parks & Open Spaces completed an accessibility upgrade and rehabilitation of Minnesota Park and North End Splash Pad with a goal to provide accessibility renovations to approximately two City playgrounds annually.
- Engineering researched and identified, in consultation with the AAC, priority intersections for sidewalk rehabilitation alternatives, to add tactile plates at intersections, and upgrade or install new sidewalk ramps at intersections. Seventeen ramps were completed in 2018.
- Engineering continued the Lift & Level and Trip edge removal program along sidewalks to remove trip hazards and barriers to accessibility. In 2018, 2100 square metres of sidewalk were levelled.
- Engineering continued with its plan to install audible crossing signals at signalized intersections throughout the City, following consultation with the AAC to identify 31 priority intersections for maximum benefit and impact for people with visual impairments.
- Engineering ensured that available pedestrian crossing speeds at all signalized intersections are programmed to meet the Transportation Association of Canada and AODA standards.
- Engineering participated in consultations with the AAC regarding pedestrian wayfinding and signage, which resulted in improved documented plans for accessibility.

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<b>SECTION:</b>	OFFICE OF THE CITY CLERK
<b>DEPARTMENT/DIVISION:</b>	CITY MANAGER / OFFICE OF THE CITY CLERK
<b>SUBJECT:</b>	ACCESSIBILITY

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## ***POLICY STATEMENT***

It is the policy of The Corporation of the City of Thunder Bay that all people achieve accessibility, consistent with the principles of independence, dignity, integration and equality of opportunity as set out in *the Accessibility for Ontarians with Disabilities Act* and the *Ontario Human Rights Code*.

## ***PURPOSE***

This Policy is intended to provide the overarching framework to guide the review and development of other policies, standards, procedures, By-laws and guidelines of The City of Thunder Bay (City) in order to comply with the standards developed under the *Accessibility for Ontarians with Disabilities Act* (AODA), 2005, the *Accessibility Standards for Customer Service* established by Ontario Regulation 429/07, and the *Integrated Accessibility Standards Regulation* (IASR) established by Ontario Regulation 191/1, and all regulations pursuant to this Act.

## ***APPLICATION***

This Policy applies to all City employees, volunteers, and to third parties who provide goods, services or facilities to the public on behalf of the City and who develop policies on behalf of the City.

## ***PRINCIPLES***

The City of Thunder Bay:

- Is committed to treating all people in a way that allows them to maintain their dignity and independence.
- Believes in inclusion and equal opportunity
- Is committed to meeting the needs of people with disabilities in a timely manner,
- Is committed to preventing and removing barriers to accessibility and meeting accessibility requirements under the Accessibility for Ontarians with Disabilities Act.

## ***GENERAL REQUIREMENTS***

The City of Thunder Bay is a designated public sector organization under the AODA and is committed to meeting the accessibility needs of people with disabilities.

## ***ACCESSIBILITY ADVISORY COMMITTEE***

The Accessibility Advisory Committee is established by City Council. It is required under the *Accessibility for Ontarians with Disabilities Act* (AODA). The Committee is responsible for advising City Council on the development and implementation of the Municipal Accessibility Plan and advising Council on issues relating to citizens with a disability.

## ***ACCESSIBILITY PLANS AND POLICIES***

The City shall produce a Multi-year Accessibility Plan. The Multi-year Accessibility Plan will be:

- reviewed and updated at least every five years, and
- established, reviewed and updated in consultation with persons with disabilities and the City's Accessibility Advisory Committee.

If through public consultation, feedback, and our own accessibility action and planning processes, it is determined that the Multi-year Accessibility Plan needs revision, the City of Thunder Bay will update it to reflect these insights.

The City of Thunder Bay has an internal Administrative Accessibility Committee that meets regularly to review progress in meeting the requirements of the AODA and to monitor progress on implementing the accessibility plan and to determine that barrier-removal and barrier-prevention strategies are implemented effectively.

An annual status report on the progress of measures taken to implement the multiyear accessibility plan will be prepared. The Multi-year Accessibility Plan and accompanying status report will be posted on the City's web-site and provided in an accessible format upon request.

## ***PROCUREMENT***

When procuring goods, services, self-service kiosks or facilities, the City shall incorporate accessibility criteria and features, unless it is not feasible (practicable). If not practicable, the City shall provide an explanation, upon request.

## ***TRAINING***

All City employees, volunteers and third parties providing goods and services to members of the public on the City's behalf, as well as those who develop the policies, practices and procedures governing the provision of goods or services to members of the public or other third parties will receive accessibility training.

This training shall include:

- A review of the purposes of the AODA and the requirements of the *Accessibility Standards for Customer Service* (Ontario Regulation 429/07)
- A review of the requirements of the accessibility standards referred to in the AODA *Integrated Accessibility Standards* (Ontario Regulation 191/11) and on the *Human Rights Code* as it pertains to persons with disabilities.

The training provided shall be appropriate to the duties of the employee, volunteer or third party. Training shall take place as soon as is practical and upon completion, the City shall keep a record of the training provided including the dates on which accessibility training took place.

## ***INFORMATION AND COMMUNICATIONS***

### **Accessible Formats and Communication Supports**

Except as otherwise provided by the AODA, the City shall, upon request, and in consultation with the person making the request, provide or make arrangements to provide accessible formats and communication supports for persons with disabilities. Accessible formats and communication supports shall be provided in a timely manner, taking into account the person's accessibility needs and at a cost that is no more than the regular cost charged to other persons.

## **Websites and Web Content**

Internet websites and web content controlled directly by the City will conform to the World Wide Web Content Accessibility Guidelines (WCAG) 2.0 in accordance with the schedule set out in the Information and Communication Standards of the IASR.

## ***EMPLOYMENT***

The City of Thunder Bay is committed to creating an inclusive work environment for all and providing accessibility for people with disabilities throughout the employment life cycle in accordance with the requirements and timelines set out in the Employment Standards of the Integrated Accessibility Standards Regulation and existing requirements under the Ontario Human Rights Code.

## ***TRANSPORTATION***

The City is committed to providing accessible public transportation services through both conventional and specialized transit services in accordance with Transportation Standards of the IASR.

## ***BUILT ENVIRONMENT***

The City shall comply with the AODA Design of Public Spaces Standards (Accessibility Standards for The Built Environment) when undertaking new construction and redevelopment of public spaces in the following areas:

- Recreational trails and beach access routes;
- Outdoor public use eating areas;
- Outdoor play spaces;
- Exterior paths of travel;
- Accessible Parking;
- Obtaining Services; and
- Maintenance of accessible elements.

This policy does not apply to construction that is external to the City for which the City has provided a permit however compliance with the AODA Built Environment Standards should be encouraged.

The City shall ensure that the City's Accessibility Design Standards reflect the AODA Built Environment Standards.



## ***CUSTOMER SERVICE STANDARD***

The City of Thunder Bay is committed to the provision of excellent customer service. The Accessibility Policy No. 01-08-11 effective since in January 2010, outlined the customer service standards as required by the AODA. The contents of this Policy are now included in this document where appropriate.

### **Guide Dogs, Service Animals**

If a person with a disability is accompanied by a guide dog or other service animal, the City will permit the person to enter the premises with the animal and keep it with him or her, unless the animal is otherwise excluded by law from the premises. If the service animal or guide dog is excluded by law from the premises, the City will look to other available measures to enable the person with a disability to obtain, use or benefit from the City's goods and services.

### **Support Persons**

If a person with a disability is accompanied by a support person, they are permitted to enter the premises together and are not prevented from having access to each other while on the premises. The City may require a person with a disability to be accompanied by a support person while on its premises, but only if a support person is necessary to protect the health or safety of the person with a disability or the health or safety of others on the premises.

Where fees for goods and services are advertised or promoted by the City, it will provide advance notice of the amount payable, if any, in respect of the support person.

### **Disruption of Services**

If there is a temporary disruption in a particular facility or service used to allow a person with a disability to access goods or services, the City will give notice of the disruption to the public.

### **Assistive Devices**

If a person with a disability requires assistive devices to access goods or services of the City, they are allowed to use such devices.

### **Accessibility Feedback**

The City of Thunder Bay has an accessible feedback process. Feedback on how services are delivered to people with disabilities shall be invited, forwarded to the appropriate personnel, responded to, documented and tracked. Feedback can be provided in multiple formats including in person, by mail, phone, email and TTY.

## ***NON COMPLIANCE***

Failure to comply with the AODA regulations can result in administrative penalties as defined in Part V: Compliance of the *Integrated Accessibility Standards, Ontario Regulation 191/11*. Employees who fail to comply with this policy may be subject to disciplinary action. Agents who fail to comply with this policy may be subject to contract termination.

## ***REFERENCE***

Report No. 2013.097 (Office of the City Clerk)

<b><i>APPROVED BY:</i></b>	City Council	<b><i>Date:</i></b>	July 29, 2013
<b><i>Replacing/Amending:</i></b>	01-08-11		
<b><i>Originating Department:</i></b>	City Manager		
<b><i>Contact:</i></b>	John Hannam, City Clerk		
<b><i>Departmental Procedural Manual:</i></b>	Yes		
<b><i>Affected Departments:</i></b>	All		

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<b>SECTION:</b>	OFFICE OF THE CITY CLERK
<b>DEPARTMENT/DIVISION:</b>	CITY MANAGER / OFFICE OF THE CITY CLERK
<b>SUBJECT:</b>	ACCESSIBILITY

---

## ***POLICY STATEMENT***

It is the policy of The Corporation of the City of Thunder Bay that all people achieve accessibility, consistent with the principles of independence, dignity, integration and equality of opportunity as set out in *the Accessibility for Ontarians with Disabilities Act* and the *Ontario Human Rights Code*.

## ***PURPOSE***

This Policy is intended to provide the overarching framework to guide the review and development of other policies, standards, procedures, By-laws and guidelines of The City of Thunder Bay (City) in order to comply with the standards developed under the *Accessibility for Ontarians with Disabilities Act* (AODA), 2005 and the *Integrated Accessibility Standards Regulation* (IASR) established by Ontario Regulation 191/11, and all regulations pursuant to this Act.

## ***APPLICATION***

This Policy applies to all members of Council, City employees, volunteers, and to third parties who provide goods, services or facilities to the public on behalf of the City and who develop policies on behalf of the City.

## ***PRINCIPLES***

The City of Thunder Bay:

- Is committed to treating all people in a way that allows them to maintain their dignity and independence.
- Believes in inclusion and equal opportunity.
- Is committed to meeting the needs of people with disabilities in a timely manner.
- Is committed to preventing and removing barriers to accessibility and meeting accessibility requirements under the Accessibility for Ontarians with Disabilities Act.

## ***GENERAL REQUIREMENTS***

The City of Thunder Bay is a designated public sector organization under the AODA and is committed to meeting the accessibility needs of people with disabilities.

## ***ACCESSIBILITY ADVISORY COMMITTEE***

The Accessibility Advisory Committee is established by City Council. It is required under the *Accessibility for Ontarians with Disabilities Act* (AODA). The Committee is responsible for advising City Council on the development and implementation of the Municipal Accessibility Plan and advising Council on issues relating to citizens with a disability.

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The City shall produce a Multi-year Accessibility Plan. The Multi-year Accessibility Plan will be:

- reviewed and updated at least every five years, and
- established, reviewed and updated in consultation with persons with disabilities and the City's Accessibility Advisory Committee.

If through public consultation, feedback, and our own accessibility action and planning processes, it is determined that the Multi-year Accessibility Plan needs revision, the City of Thunder Bay will update it to reflect these insights.

The City of Thunder Bay has an internal Administrative Accessibility Committee that meets regularly to review progress in meeting the requirements of the AODA and to monitor progress on implementing the accessibility plan and to determine that barrier-removal and barrier-prevention strategies are implemented effectively.

An annual status report on the progress of measures taken to implement the multiyear accessibility plan will be prepared. The Multi-year Accessibility Plan and accompanying status report will be posted on the City's web-site and provided in an accessible format upon request.

## ***PROCUREMENT***

When procuring goods, services, self-service kiosks or facilities, the City shall incorporate accessibility criteria and features, unless it is not feasible (practicable). If not practicable, the City shall provide an explanation, upon request.

## ***TRAINING***

All members of Council, City employees, volunteers and third parties providing goods and services to members of the public on the City's behalf, as well as those who develop the policies, practices and procedures governing the provision of goods or services to members of the public or other third parties will receive accessibility training.

This training shall include:

- A review of the purposes of the AODA and the requirements of the *Accessibility Standards for Customer Service* (Ontario Regulation 429/07)
- A review of the requirements of the accessibility standards referred to in the AODA *Integrated Accessibility Standards* (Ontario Regulation 191/11) and on the *Human Rights Code* as it pertains to persons with disabilities.

The training provided shall be appropriate to the duties of the employee, volunteer or third party. Training shall take place as soon as is practical and upon completion, the City shall keep a record of the training provided including the dates on which accessibility training took place.

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## **Websites and Web Content**

Internet websites and web content controlled directly by the City will conform to the World Wide Web Content Accessibility Guidelines (WCAG) 2.0 in accordance with the schedule set out in the Information and Communication Standards of the IASR.

## ***EMPLOYMENT***

The City of Thunder Bay is committed to creating an inclusive work environment for all and providing accessibility for people with disabilities throughout the employment life cycle in accordance with the requirements and timelines set out in the Employment Standards of the Integrated Accessibility Standards Regulation and existing requirements under the Ontario Human Rights Code.

## ***TRANSPORTATION***

The City is committed to providing accessible public transportation services through both conventional and specialized transit services in accordance with Transportation Standards of the IASR.

## ***BUILT ENVIRONMENT***

The City shall comply with the AODA Design of Public Spaces Standards (Accessibility Standards for The Built Environment) when undertaking new construction and redevelopment of public spaces in the following areas:

- Recreational trails and beach access routes;
- Outdoor public use eating areas;
- Outdoor play spaces;
- Exterior paths of travel;
- Accessible Parking;
- Obtaining Services; and
- Maintenance of accessible elements.

This policy does not apply to construction that is external to the City for which the City has provided a permit however compliance with the AODA Built Environment Standards should be encouraged.

The City shall ensure that the City's Accessibility Design Standards reflect the AODA Built Environment Standards.

## ***CUSTOMER SERVICE STANDARD***

The City of Thunder Bay is committed to the provision of excellent customer service. The Accessibility Policy No. 01-08-11 effective since in January 2010, outlined the customer service standards as required by the AODA. The contents of this Policy are now included in this document where appropriate.

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If a person with a disability is accompanied by a guide dog or other service animal, the City will permit the person to enter the premises with the animal and keep it with him or her, unless the animal is otherwise excluded by law from the premises. If the service animal or guide dog is excluded by law from the premises, the City will look to other available measures to enable the person with a disability to obtain, use or benefit from the City's goods and services.

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If a person with a disability is accompanied by a support person, they are permitted to enter the premises together and are not prevented from having access to each other while on the premises. The City may require a person with a disability to be accompanied by a support person while on its premises, but only if a support person is necessary to protect the health or safety of the person with a disability or the health or safety of others on the premises.

Where fees for goods and services are advertised or promoted by the City, it will provide advance notice of the amount payable, if any, in respect of the support person.

### **Disruption of Services**

If there is a temporary disruption in a particular facility or service used to allow a person with a disability to access goods or services, the City will give notice of the disruption to the public.

### **Assistive Devices**

If a person with a disability requires assistive devices to access goods or services of the City, they are allowed to use such devices.

### **Accessibility Feedback**

The City of Thunder Bay has an accessible feedback process. Feedback on how services are delivered to people with disabilities shall be invited, forwarded to the appropriate personnel, responded to, documented and tracked. Feedback can be provided in multiple formats including in person, by mail, phone, email and TTY.

## ***NON COMPLIANCE***


Failure to comply with the AODA regulations can result in administrative penalties as defined in Part V: Compliance of the *Integrated Accessibility Standards, Ontario Regulation 191/11*. Employees who fail to comply with this policy may be subject to disciplinary action. Agents who fail to comply with this policy may be subject to contract termination.

## ***REFERENCE***

Report No. 2013.097 (Office of the City Clerk)

<b><i>APPROVED BY:</i></b>	City Council	<b><i>Date:</i></b>	July 29, 2013
<b><i>Replacing/Amending:</i></b>	01-08-11		
<b><i>Originating Department:</i></b>	City Manager		
<b><i>Contact:</i></b>	John Hannam, City Clerk		
<b><i>Departmental Procedural Manual:</i></b>	Yes		
<b><i>Affected Departments:</i></b>	All		





# **Executive Summary**

## City of Thunder Bay Facility Accessibility Audits 2019

**25 November 2019**

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# Table of Contents

<b>1</b>	<b>Introduction.....</b>	<b>4</b>
<b>2</b>	<b>Project Overview .....</b>	<b>4</b>
2.1	Methodology .....	4
2.1.1	The Journey Sequence .....	4
2.2	Evaluation Criteria .....	5
2.2.1	Standards .....	5
2.3	Scope.....	6
2.4	Priorities .....	6
2.4.1	Rationale .....	6
2.4.2	Application .....	7
2.4.3	Exclusions.....	8
2.4.4	Variety of Users.....	8
<b>3</b>	<b>Audit Reports.....</b>	<b>9</b>
3.1	Overview .....	9
3.2	Report Formats.....	9
3.2.1	The Building Accessibility Report.....	9
3.2.2	The Graphical Presentation .....	9
3.2.3	The Detailed Findings Table.....	10
3.2.4	Reading Reports Together .....	12
	<b>Appendix A: Facility List .....</b>	<b>13</b>
	<b>Appendix B: Audit Costing Summary.....</b>	<b>14</b>
	<b>Appendix C: Glossary of Terms.....</b>	<b>16</b>

# 1 Introduction

Human Space, formerly AccessAbility Advantage, was retained by The City of Thunder Bay to conduct accessibility audits of facilities owned and operated by the City.

The intent of the audit is to assess spaces against current legislated barrier-free design standards to aid in the development of the City's Multi-Year Corporate Accessibility Plan. The deliverables of the project will provide prioritized high-level observations and recommendations for deficiencies observed against the chosen standards and legislation.

This summary of the accessibility audits and the individual building report packages are presented separately from the corporate accessibility plan.

## 2 Project Overview

### 2.1 Methodology

An auditor is on site for a week at a time to collect data at the identified facilities, and then returns to Toronto to complete the reporting and preparing deliverables for submission.

As part of each assessment, the auditor arrives at the address and signs in with Security or the site contact before conducting the audit. The auditor then conducts visual inspections and takes measurements and quantities for all spaces within the project scope, against the identified assessment criteria.

Measurements for items within the scope of the audit and the evaluation criteria are noted in the checklist. The auditor then creates a report based on the findings and marks up the drawings with high level recommendations to highlight key deficiencies in each space. Further description of the report package is provided in Section 3, Audit Reports.

#### 2.1.1 The Journey Sequence

The typical audit path follows a person's journey sequence into and through a building and will likely include:

- Barrier-free parking spaces, access aisles and signage (provision, design, and quantity);
- Exterior path to accessible entrance (width, slope, surface quality);
- Automatic door openers (provision, design, location, operation);
- Clear width, threshold, hardware, latch side clearances, and vision panels in doors;

- Size and configuration of vestibules;
- Reception desks, waiting areas and fixed queuing;
- Corridor width and surface quality;
- Lighting and glare;
- Elevators (call buttons, controls, cab size, lighting, audible signals, tactile elements);
- Universal washrooms (provision, door, size, toilet, grab bars, lavatory, accessories, lighting, fixtures);
- Rise and run, surface quality, guards, handrails and tactile attention indicators at stairs;
- Slope, surface, width, guards, handrails and provision of ramps;
- Multi-stall washrooms (door, provision of barrier-free stalls, toilet, grab bars, lavatory, accessories, clearances, lighting, fixtures);
- Visual alarm signals;
- Changes in elevation and edge protection;
- Protruding objects;
- Operating controls.

## 2.2 Evaluation Criteria

### 2.2.1 Standards

Audits were conducted against the following standards:

- The Design of Public Spaces Standard (DoPS), part of the Integrated Accessibility Standards Regulation of the Accessibility for Ontarians with Disabilities Act (AODA);
- Section 3.8, Barrier-Free Design, of the Ontario Building Code (OBC).

Together, these standards represent the legislated requirements in Ontario and establish a good baseline for accessibility which can be applied consistently across the entire audit portfolio.

#### *Obligation to Remediate*

The Ontario Building Code and the Design of Public Spaces Standard each prescribe a minimum level of accessibility for new construction and significant renovations to interior and exterior spaces in the province of Ontario.

It is important to know that there is no obligation under either of these standards to remediate existing spaces or to renovate them to conform with current requirements. At the same time, the City may be required under other obligations, such as its own organizational commitment, other sections of the Integrated Accessibility Standards Regulation, or the Ontario Human Rights Code.

## 2.3 Scope

The scope of the facility audits was to assess existing municipal facilities against current legislated standards for accessibility in the built environment, identified above.

The facilities identified for the assessment can be found in Appendix A, Building List.

### *Exemptions*

Areas out of scope for the project are:

- Building and spaces not identified in Appendix A;
- Extensive exterior routes;
- Janitorial spaces;
- Mechanical Rooms;
- Electrical Rooms; and
- Any other areas where a barrier-free path of travel is not required by the Ontario Building Code.

## 2.4 Priorities

### 2.4.1 Rationale

Priority ratings are assigned to each non-compliance in the checklist and are assigned based on the following rationale.

#### Priority One

- Safety concerns;
- Significant or total barriers to access.

#### Priority Two

- Non-compliances which can prevent full participation, enjoyment, or use of a space or services.

#### Priority Three

- Barriers in infrequently used spaces;
- Non-compliances which do not meet referenced standards by a very small margin.

## 2.4.2 Application

### *Detailed Findings*

Each entry is assigned a priority level in the excel table, based on the above framework. This assignment is made by the auditor, guided by questions such as:

- To what degree is the item non-compliant? How significant is the barrier?
- Where is the barrier in the journey sequence? Will this barrier impact use of other spaces or services?
- How many people do we anticipate will be affected? How crucial is this to use of the space?
- Is this a safety concern?

Based on this questioning, the following differentiation could take place:

High Priority: There is no elevator;

Lower Priority: The elevator is too small in one dimension, by a small margin.

High Priority: There is no power door operator (PDO) at the building entrance;

Lower Priority: Once inside, there is no PDO at a suite or department.

High Priority: A change in level of 150 mm is not sloped;

Lower Priority: A change in level of 15 mm is not beveled.

High Priority: The door to an accessible washroom at a main lobby is narrow;

Lower Priority: The same clear door width is found at an office suite with low traffic.

High Priority: The central bank of elevators;

Lower Priority: A water fountain.

All safety concerns are assigned a Priority One rating and can include the following scenarios:

- There are no visual fire alarms;
- The path of travel and the vehicular route are on a continuous plane with nothing to distinguish the transition;
- An unprotected drop-off or overhead protrusion impacts the path of travel;
- A steep ramp leads into a vehicular route or stairwell;
- Stairs are slippery, have insecure handrails, or very low guards.

### **2.4.3 Exclusions**

Prioritization does not consider:

- The feasibility of fixing the barrier;
- City of Thunder Bay's facility management planning and priorities;
- The cost of removing the barrier;
- Recent, planned, or potential construction or renovation;
- The variety of users.

### **2.4.4 Variety of Users**

It must be noted that prioritization can not reflect every user's experience. A barrier identified as a low priority in the report could be a significant barrier to an individual user, while a high-priority barrier could be no concern to another.

Examples:

- A person with limited upper body range of motion may prioritize automatic doors or elongated power door operators over the standard circular or square power door operators.
- A person who does not use a mobility device but who relies on audio announcements in an elevator will likely prioritize an annunciator over an elevator cab size which meets current standards.



## **3 Audit Reports**

### **3.1 Overview**

A report is issued for each audit site using the same structure across all locations.

Each report contains three sections: the written report, graphical presentation, and a table of detailed findings. A collection of photographs is also included in the report package.

Each of these sections has a primary intent and presents information in a different format. While these sections can be used independently, they are intended to be read together as each contains audit findings providing a different level of analysis and summary.

### **3.2 Report Formats**

#### **3.2.1 The Building Accessibility Report**

The building accessibility report provides a high-level summary of key deficiencies observed on site and recommendations based on the chosen standards. The report does not contain all deficiencies observed on site as this information is prioritized and costed in the Detailed Findings.

Each building accessibility report contains a brief description of the site, including primary function of the facility, main users of the facility, key features per floor, and areas that were not included in the audit.

The report also provides a high-level summary of the overall level of accessibility, identifying key barriers, and further breaks down barriers specific to key areas and facilities within the building.

A costing summary is also included in each report to provide a snapshot view of costs for remediation broken down by priority.

#### **3.2.2 The Graphical Presentation**

Key audit findings are presented graphically as annotated floorplans for each building. These drawings were provided by City of Thunder Bay and are assumed to be accurate.

This graphical presentation is consistent across all reports and indicates:

- The location of accessible entrances;
- Where power door operators are required;
- Areas not on a barrier-free path of travel;
- Significant barriers or safety issues.

The accessible path of travel is made up of exterior and interior ramps, vestibules, and interior circulation routes within the public and staff corridors

The graphical presentation of the audit findings can be used to identify at a glance how the barrier-free path extends within the building and services and where bottlenecks (such as a narrow corridor or missing power door operators) exist. Callout boxes containing observations are provided for key items as well.

Each of the identified barriers and non-compliances in the graphical presentation are captured in the detailed findings, however the floorplan does not display every non-compliance identified in the audit and provides a high-level overlook of key items identified in the legend.

The legend is provided in Appendix D.

### **3.2.3 The Detailed Findings Table**

#### *Overall Structure*

The detailed findings is a table capturing all non-compliances to the chosen standards observed on site. Each audit site has a standalone Excel report which can be used to extract meaningful information as the City sees fit. Examples are can be found below.

#### *Checklist Components*

##### *Location*

Each entry is tied to a location. This identifies the area if exterior and floor if interior and a room number or other reference where possible. The identifier information is taken from drawings provided by the City of Thunder Bay or from signage provided at the facility.

##### *Category, Component and Item*

These three columns are used to narrow down individual requirements to where they would be applicable. For example, for the provision of a handrail on a ramp, the category would state Interior Ramps and Stairs, the component would state Interior Ramps and the Item would be Handrails – Provision.

#### Requirements

The evaluation standards, as identified above, are:

- Section 3.8 of the Ontario Building Code (OBC);
- The Design of Public Spaces Standard under the Accessibility for Ontarians with Disabilities Act (DoPS);

#### A note on compliance

As stated above, there is no obligation under any of these standards to remediate existing spaces.

#### Observations and Recommendations

Information regarding how an item does not meet the referenced standards is provided under the “Observations” column. High-level suggestions for remediation based on the observed non-compliance and applicable standard and are provided in the “Recommendations” column.

#### Priority Ranking

Each non-compliance is assigned a priority level, as stated above in Section 2.4, Priorities.

#### Photograph References

Pictures were taken throughout the audit; file references are provided for some entries, where applicable. All photographs taken on site are available for download as part of the report package.

#### *Manipulating the Checklist*

The audit findings presented in the Checklist can be manipulated in several ways using standard Excel techniques:

Filter: Isolate information by room, by floor, by component or any other column heading to answer questions such as:

- What information is available about a specific ramp?
- Where are the narrow doors?

Sort: Sorting entries is another way of isolating information to answer specific questions such as:

- What are the top priority barriers?
- What are the high cost items?

Search: The “search” function can be used to find terms which are not captured in headings, such as “tonal contrast”, “handrails”, or “loading zone”.

### **3.2.4 Reading Reports Together**

The three sections of each buildings’ report – the building accessibility report, the graphical presentation, and the detailed findings – are intended to be understood together; each section presents audit findings with a different level of analysis and detail.

#### The Building Accessibility Report

The written narrative provides an orientation to the building and provides high-level summaries and analysis of accessibility barriers. It is illustrated by the graphical presentation and summarizes the information from the Detailed Findings.

#### The Graphical Presentation

The highlighted floor plans illustrate how people might use the building, by identifying the route and quality of the accessible path. Details supporting the assessment of the path are in the Detailed Findings, and the Building Accessibility Report provides further explanation about the features along the path.

#### The Detailed Findings

The Detailed Findings is the most complex of the report sections and provides the most detail. It captures all the noncompliance’s observed on site and can be used for isolating information or understanding all the factors which go into the analyses of the Building Accessibility Report and the Graphical Presentation.

## Appendix A: Facility List

Facility Name	Address	Square Footage
Volunteer Pool	180 Martha Street	21,728
Widnall Pool	820 Minnesota Street	6,200
Current River Arena	425 Grenville Avenue	26,310
Delaney Arena	300 Legion Track Drive	35,100
Grandview Area	300 Madeline Street	23,310
Neebing Arena	1715 Bowlker Road	25,000
Port Arthur Arena	420 Lisgar Street	30,087
Canada Games Complex	420 Winnipeg Avenue	113,022
Current River Community Centre	450 Dewe Avenue	8,050
North McIntyre Community Centre	2051 Government Road	9,100
West Arthur Community Centre	1914 Arthur Street West	8,125
West Thunder Community Centre	915 Edward Street South	15,240
Thunder Bay 55 Plus Centre – Main Building	700 River Street	22,500
Heath Pool	1251 Heath St.	-
City Hall	500 Donald Street East	43,500
Victoriaville Civic Centre	111 Syndicate Avenue S	39,000

## Appendix B: Audit Costing Summary

The costing for sites was completed by A.W. Hooker Quantity Surveyors. The process begins with a thorough review of the audit checklist to identify requirements and standards applicable to the project.

For each recommendation in the detailed findings, site photographs referenced in the checklist are reviewed to ensure the scope of work is in line with their costing database and costs are adjusted for any site-specific requirements. Any questions or clarifications would have been reviewed with Human Space to ensure interpretation of the scope of work matches the design intent of the Guidelines.

The estimates assume that the project would be tendered to a prequalified list of bidders with a project specific lump sum contract. Pricing is based on competitive tender results with a minimum of four (preferably six tender submissions) at general contractor and major trade level. Pre-qualification with a restrictive list of contractors or subcontractors may result in a higher tendered cost due to the inherent reduction in competitiveness. Tenders receiving two or less submissions (occasionally three) historically tend to have a much higher risk of an overrun in cost when compared to the budget established in an estimate. Ensuring adequate bonafide bidders is a prerequisite for competitive bidding scenarios, on which the estimate is predicated.

The unit costs provided also assumes The City will execute the work under a stipulated sum form of contract for the entire recommended scope of work. It should be noted that prices could vary if the City elects to conduct the work in smaller packages or by piecemeal.

A.W. Hooker Associates Ltd. (HOOKER) has no control over the cost of labour and materials, the general contractors or any subcontractors' methods of determining prices, or competitive bidding and market conditions. This opinion of probable cost of construction is based on the experience, qualifications, and best judgment of the professional consultant familiar with the construction industry. HOOKER does not warranty that proposals or actual construction costs will not vary from this or subsequent estimates.

### List of Exclusions

- Harmonized Sales Tax (HST);
- Development charges;
- Legal fees and expenses;
- Financing or fundraising costs;
- City staff and associated costs;
- Relocation of existing facilities, including furniture and equipment;

- Professional consulting fees and expenses;
- Hazardous material abatement;
- Operational and maintenance costs;
- Significant structural alterations;
- Phased construction premiums;
- Escalation allowance;
- Construction allowance (post contract change orders);
- Building permits;
- Premium time / after hours work.

Costs for all sites audited have been summarized per building, per priority below:

Building	Priority 1	Priority 2	Priority 3	Total
Canada Games Complex	228,385.00	1,029,600.00	127,200.00	\$1,385,185.00
City Hall	334,300.00	543,650.00	901,150.00	\$1,779,100.00
Current River Arena	163,100.00	133,450.00	73,200.00	\$369,750.00
Current River Community Centre	454,000.00	147,800.00	27,350.00	\$629,150.00
Delaney Arena	171,700.00	85,100.00	82,700.00	\$339,500.00
Grandview Arena	295,700.00	122,240.00	32,000.00	\$449,940.00
Heath Pool	307,800.00	42,500.00	4,600.00	\$354,900.00
Neebing Arena	130,300.00	203,100.00	6,400.00	\$339,800.00
North MacIntyre Community Centre	61,000.00	246,750.00	10,200.00	\$317,950.00
Port Arthur Arena	353,000.00	143,975.00	34,000.00	\$530,975.00
Thunder Bay 55 Plus Centre	182,320.00	286,900.00	33,525.00	\$502,745.00
Volunteer Pool	170,050.00	167,000.00	192,700.00	\$529,750.00
West Arthur Community Centre	133,200.00	109,400.00	56,700.00	\$299,300.00
West Thunder Community Centre	90,500.00	343,225.00	76,375.00	\$510,100.00
Widnall Pool	197,450.00	156,700.00	1,650.00	\$355,800.00
	\$3,272,805.00	\$3,761,390.00	\$1,659,750.00	\$8,693,945.00

Recommendations not captured in the costs above are identified in each building's report package as "further investigation required" or "captured in another entry".

## Appendix C: Glossary of Terms

The following are some terms which are used frequently in the report.

Term Used	Definition
Access Aisle	A horizontal allocation of space usually marked with diagonal painted lines, adjacent to the accessible parking space, separating it from the next stall or obstruction. The space is intended to provide additional clear space to enter and exit the vehicle, possibly using a lift.
Accessible Parking Space	A parking space with the International Symbol of Access painted on the surface, wider than other spaces, and typically with a mounted sign stating, “No Parking, Permit Only”.
Barrier-Free Entrance	An entrance that meets defined minimum requirements, intended to provide access to persons with disabilities into a building.
Clear Floor Space	An area clear of any obstructions usually provided at reception counters, for accessible seating spaces at waiting areas.
Clear Level Space (Door)	<p>The horizontal space at a door that includes the door width and the width of the latch side clearance, multiplied by the depth of level space in front of the door.</p> <p>More depth of space is required on the pull side of a door than the push side to allow room for the person opening the door towards them.</p>
Clear Turning Circle	<p>A horizontal circle with a minimum diameter, clear of any obstructions, where a person using a mobility device can attempt to turn around 360 degrees.</p> <p>The minimum dimension varies depending on the location of the turning circle.</p>
Clear Width (Door)	The width between the edge of the open face of the door to the latch side of the door frame.
Clear Width (Path)	The width between the walls of a corridor or between fixed obstructions.
Curb (Depressed)	A continuous length of curb that is level with the sidewalk or exterior path of travel and provides a larger area of access from the vehicular route to the exterior path of travel than that provided by a curb cut or ramp. Also, sometimes described as a “drop curb”.






Term Used	Definition
Curb (Ramp or Cut)	A defined access point with a smooth transition between small level changes, usually from the vehicular route to the pedestrian path or exterior path of travel.  Also, sometimes called a “curb cut”.
Drop off/ Pick up Area	A designated area for the drop-off and pick-up of passengers at the facility. Usually marked with signage and provided near the entrance.
Guard	A vertical barrier installed along a drop-off adjacent to a path of travel, or on both sides of a ramp, to prevent users from possibly falling off an elevated path of travel.
International Symbol of Access (ISA)	An internationally recognized symbol used to identify accessible or barrier-free items or facilities, represented by a stylized wheelchair user on a plain background, usually white on blue.
Knee Clearance	The volume of space under a service counter or lavatory that is required to be clear of any obstructions to allow for a forward approach by someone using a mobility device.
Landing	A level area at the top and bottom of ramps and every 9 metres along a ramp and at changes of direction.  Landings are also required at the top and bottom of stairs and at changes of direction.
Latch Side Clearance	The unobstructed and level maneuvering space at a door that extends beyond the width of the door on the latch side. The “latch side” of a door is opposite the “hinge side” and it’s where the hardware is usually located.
Path of Travel	A pedestrian path such as a sidewalk, paved surface, or any smooth exterior surface that leads to an accessible entrance from the accessible parking space.
Power Door Operator (PDO)	A device that enables the automatic opening of a door via the activation of a proximity sensor or use of a button (known as the actuator).
Pull and Push Side	Pull: The side of a swing door that requires a person to pull open the door towards themselves.  Push: The side of a swing door that requires a person to push open a door away from themselves
Rise and Run	Rise: The height of a step measured from the leading edge of the step to the surface of the step below.

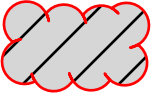
Term Used	Definition
	Run: The horizontal surface where the foot is applied, measured from the leading edge to the back depth.
Slope (Running)	The slope along a vertical incline, in the direction of travel, on a sloped walk, ramp, curb ramp, or depressed curb.
Slope (Cross)	The slope along a vertical incline measured perpendicular to the path of travel.  Some cross-slope is required in exterior applications for drainage.
Tactile Attention Indicator (TAI)	Raised tactile domes arranged in an organized pattern that alert users, especially persons with low or no vision, of an upcoming hazard. TAIs must be installed at the top of stairs, at curb ramps, and at depressed curbs and are often a bright yellow colour.  In some applications, TAIs are also called Tactile Walking Surface Indicators (TWSIs).
Transfer Space	The horizontal area clear of any obstructions or objects located directly adjacent to the water closet, to allow a person to position their mobility device immediately next to the toilet to safely move onto (transfer to) the toilet.

## **Appendix D: Graphical Presentation Legend**

# City of Thunder Bay

## Graphical Presentation Legend

Accessibility Mark up Legend	
Symbol	Description
General	
	Accessible Entrances
	Power door operator required
	Clear width of door < 860 mm

Accessible Paths of Travel & Facilities Legend	
Colour & Pattern	Description
Interior Circulation	
	Not on a barrier-free path of travel

Callouts	
Item	Key Components that are called out when non-compliant
Universal Washroom	Size of universal washroom is too small
Multi-stall Washroom	# of Accessible stalls; and Size of accessible stall
Circulation	Protrusions/overhead obstructions; Change in level that is not accessible; and Narrow paths;
Visual Fire Alarms	Visual fire alarm system not provided
Elevator	Elevator not provided



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## Memorandum

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

---

**TO:** Krista Power, City Clerk

**FROM:** Scott Garner, Municipal Accessibility Specialist

**DATE:** March 4, 2021

**SUBJECT:** 2019-2024 Multi-Year Accessibility Plan  
Committee of the Whole – March 22, 2021

---

Please accept this memo requesting an opportunity to provide a presentation relative to the 2019-2024 Multi-Year Accessibility Plan at the March 22, 2021 Committee of the Whole Meeting.

Joining me to present will be Tessa Soderberg, Chair – Accessibility Advisory Committee and Kai Crites, Vice-Chair – Accessibility Advisory Committee.

# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	Community Services – Recreation and Culture	<b>REPORT NO.</b>	R 22/2021
<b>DATE PREPARED</b>	02/26/2021	<b>FILE NO.</b>	
<b>MEETING DATE</b>	03/22/2021 (mm/dd/yyyy)		
<b>SUBJECT</b>	Update - Potential Future Uses - Dease Park/former Dease Pool Site		

## **RECOMMENDATION**

WITH RESPECT to Report R 22/2021 (Community Services – Recreation and Culture) Update - Potential Future Uses – Dease Park/former Dease Pool Site, we recommend that Council receive the results of the targeted public engagement;

AND THAT the proposed redevelopment plan for Dease Park be approved (as reflected in Attachments 1 – 3);

AND THAT Appropriation #2 be approved (Attachment 4);

AND THAT Administration proceed with detailed design and construction for Dease Park Phases 1 and 2 Redevelopment, subject to the approved capital budget and any additional approved funding as a result an application to the Canada Healthy Communities Initiative and/or other external funding sources;

AND THAT Administration proceed with broader public engagement on a new proposed redevelopment option for the former Dease Pool site, reflected as Option B in this report, that includes a proposed skate park, and a range of options for proposed traffic calming measures for Dease Street, and report back with a recommendation on the revised concept plans for the former Dease Pool site and Dease Street by Q3 2021;

AND THAT Administration consult with the Heritage Advisory Committee on a more refined concept plan for the commemoration of the cultural history of Dease Pool, including the form, content, and location of that commemoration and report back on these plans by Q3 2021;

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

## **EXECUTIVE SUMMARY**

This report provides Council with an update on the results of targeted engagement related to proposed future uses of the Dease Park/former Dease Pool site. Recent targeted engagement validates the proposed redevelopment plan for Dease Park and presents a new concept involving

a proposed skate park on the former Dease Pool site. Administration is seeking Council approval to proceed with broader public engagement on this re-development option given potential site limitations, potential concerns related to proposed traffic calming measures, and the enhanced standard for the proposed re-development of this neighbourhood park. Administration anticipates reporting back to Council on a more refined re-development plan, including the commemoration of the cultural history of Dease Pool in consultation with the Heritage Advisory Committee, by Q3 2021.

## ***DISCUSSION***

### **Results of Targeted Community Engagement December 2020 – February 2021**

Staff conducted various community engagement activities between December 5, 2020 – February 5, 2021. These activities were mainly virtual given provincial lockdown/‘Stay at Home’ orders from December 26 – February 15. Consultation included students of McKellar Park School (105 participants), older adults/Indigenous elders (15), and a representative of the Skateboard Coalition (1). All groups identified interest for a multi-functional inside space for programming. This space could be used for educational, fitness, cultural and recreational programs, workshops and activities.

McKellar Park School consultation had significant support for the boarded year round rink. The rink would be used for hockey, basketball, skating, learn to skate, roller skating, lacrosse, rec programs (Playgrounds Program). There was strong support for:

1. Enhanced Playground equipment (all groups)
2. Soccer (McKellar Park School)
3. Walking paths (all groups)
4. Benches for reading (all groups)
5. Tennis / Pickleball (McKellar Park School, split feedback from Older Adults).

Representatives from the Anishinaabe Elders Council were particularly supportive of the offering of introductory sport, land and nature based activities for children and youth, and fitness, recreational and educational programs for older adults.

Through the above engagement, staff have confirmed broad community support for the previous redevelopment plan for Dease Park. A new redevelopment option involving a proposed skate park has been developed for the former Dease Pool site and various proposed traffic calming options have been developed for Dease Street. Broader consultation on the concept plans is required in order to make an informed recommendation to Council.

### **Draft Concept Plans – Dease Park/Formal Dease Pool Site Redevelopment**

Recent targeted engagement efforts endorsed the proposed redevelopment plans for Dease Park. Below are the key park redevelopment components and recommended priority for implementation based on balancing multi-generational needs with available funding:



## Dease Park Site Proposed Changes:

### Phase 1 Redevelopment Priorities

1. Removal of an existing half-court basketball area, walkways, trees, light poles/fixtures	\$ 18,000
2. Boarded rink with lights, asphalt surface, basketball nets, to support multiple activities year round	\$100,000
3. Circular walkways path around the park with sitting area	\$108,000
4. Preservation of a large, open green space (resod, top dress)	<u>\$ 14,250</u>
Subtotal	\$240,250

### Phase 2 Redevelopment Priorities

5. Lighting	\$ 30,000
6. Metal benches, litter and recycling containers deciduous and coniferous tree planting	\$ 22,500
7. Shade structure	\$ 80,000
8. Enhanced play structure	<u>\$100,000</u>
Subtotal	\$232,500

### Phase 3 Redevelopment Priority

9. Permanent amenity building with running water, accessible washrooms, supply/equipment storage, and open space to put on/take off skates and provide sheltered program space	\$491,400
<b>Total</b>	<b>\$964,150</b>

## Former Dease Pool Site Proposed Changes

In Fall 2019, the proposed redevelopment plans for the former Dease Pool site contemplated a fenced outdoor tennis/pickleball court, community garden, shaded sitting area with cultural historic panels, and an edible fruit tree planting at an estimated capital cost of \$235,500. At the time, this proposed redevelopment concept received marginal community support. Recent targeted engagement provided mixed support for this original proposed re-development concept of the former Dease Pool site. Report 174/2019 also examined, but did not recommend, the option of replacing the outdoor pool and building a new change facility at an estimated capital cost of \$2,180,000. The estimated proceeds from declaring the former Dease Pool site surplus to recreation needs and selling the land is \$160,000.

Some interest in exploring a skate park was received during public engagement conducted in fall 2019. In Report 174/19, Administration cautioned against the installation of a skateboard plaza and/or spray pad at the current Dease Pool site based on potential incompatibility with adjacent residences, the anticipated additional measures/capital costs to mitigate anticipated concerns, and the opportunity to address these needs through the use of portable components at the adjacent Dease Park.

Recent consultation with the Thunder Bay Skateboard Coalition cites a preference for a permanent installation, catering to intro to intermediate level users, through a flexible, urban plaza design on the former Dease Pool site. The site offers some benefits (i.e. high visibility from Vickers Street) and options to reduce, but not eliminate, the negative impacts that may result in concerns from adjacent residences about this proposed use (i.e. installation of a berm/living wall to mitigate noise).

Administration is seeking Council support on a new redevelopment concept for the former Dease Pool site, which includes a proposed skate park, prior to proceeding with broader public engagement. Below is a summary of the key elements of the two redevelopment options for the former Dease Pool site:

#### **Dease Pool Site Proposed Changes – Option A:**

1.	Fenced outdoor tennis/pickleball court	\$ 82,000
2.	Concrete walkways, community garden	\$ 31,500
3.	Shaded sitting area with cultural historic story panels	\$ 90,000
4.	Edible fruit trees	\$ 9,000
5.	Lighting, litter and recycling bins	<u>\$ 23,000</u>
<b>Total</b>		<b>\$235,500</b>

#### **Dease Pool Site Proposed Changes – Option B:**

1.	Skatepark concrete surface with features, concrete walkways	\$304,500
2.	Shade structure, metal benches	\$106,000
3.	Berm construction (sod, soil)	\$ 30,000
4.	Metal fencing	\$ 10,000
5.	Lighting, litter and recycling bins	\$23,000
6.	Art panels	\$ 8,000
7.	Tree planting	<u>\$ 9,500</u>
<b>Total</b>		<b>\$491,000</b>

#### **Traffic Calming Measures – Dease Street**

Report 174/2019 proposed Dease Street traffic calming to allow for improved and safer connectivity between Dease Park and the former pool site and to potentially create additional green open space and programming flexibility. During public engagement conducted in fall 2019, traffic calming measures on Dease Street were supported should the former Dease pool site be required and redeveloped.

Administration has further developed potential traffic calming measure options for Dease Street. As traffic calming measures may be controversial, Administration is seeking Council support for

these options prior to proceeding with broader public engagement. Broader engagement on these elements will also require feedback from all City departments and outside agencies.

Options for traffic calming include:

Option A: No Changes (\$0)

Option B: Low Cost Change (\$20,000 - \$50,000)

This option involves designating crossings between Dease Park and the former pool site in one or two locations with paint or speed table. (Similar to Attachment #1)

Option C: Moderate Cost Change (\$50,000 - \$100,000)

This option involves the creation of a flexible street, involving traffic calming measures, surface treatments, that do not visually look like a typical road, and can easily be closed during events or designated times. (Similar to Attachment #3)

Option D: High Cost Change (\$150,000)

This option involves the removal of Dease Street between McKellar and Vickers Street and the conversion of the street to continuous parkland. (Similar to Attachment #2)

### **Park Development Standards**

The concept plans to date have been developed in response to Council direction, neighbourhood and community interests. However, the resulting proposed number and types of amenities of redevelopment exceed the City's typical standards and investment levels for a 'neighbourhood' park. Rather, the redevelopment plans are more typical of what would be provided in a larger 'community' park and represent urban core area park planning in support of recreation and neighbourhood objectives.

Preliminary cost estimates for redevelopment of the park and former pool sites, including of all elements of the concept plans, could be as high as \$1,605,150. Phasing and some combination of external funding and/or future capital investments beyond the approved allocation in 2021 would be required to realize the entire plan.

The importance of access to parks/open space and related park programming, especially in urban settings, was exemplified during COVID-19. Enhanced investments in parks and open space infrastructure may be supported by Council and residents alike. At the same time, municipalities, residents, and businesses continue to face many financial challenges resulting from the pandemic.

Administration is seeking Council's support in principle prior to proceeding with broader public engagement on the proposed enhanced level of investment for this site vis à vis existing park development standards.

## **Next Steps – Proposed Public Engagement Plan**

Should Council approve the recommendations in this report, Administration would proceed to conduct public engagement through the City's 'Get Involved' portal, providing an update on the planned re-development of Dease Park and acquiring public feedback on the proposed new re-development, skate park option for the former Dease Pool site and proposed Dease Street traffic calming options.

## ***FINANCIAL IMPLICATION***

The Dease Pool was demolished in 2020 as per Report 174/2019 at a cost of \$117,000.

A 2021 capital budget of \$253K is available should Council approve Appropriation #2 (Attachment #4).

Phasing, external funding, and/or future capital investments beyond the approved allocation in 2021 would be required to realize the entire plan. At their March 1, 2021 Committee of the Whole meeting, Council approved the submission of an application by March 9, 2021 to the Canada Healthy Communities Initiative to potentially leverage funding to accelerate Dease Park re-development. A decision is expected by late April 2021 and if successful, construction on funded priority components proposed in Phase 1 & 2 would proceed during summer 2021. Work would be scaled as required to actual funding available between approved capital and external funding.

## ***CONCLUSION***

It is concluded that Administration proceed with detailed design and construction of Dease Park Phases 1 and 2 Redevelopment as approved capital budget and/or any additional approved funding available through the Canada Healthy Communities Initiative and/or other external funding sources.

It is further concluded that Administration proceed with broader public engagement on a proposed new redevelopment option for the former Dease Pool site (Option B), which includes a proposed skate park, and proposed traffic calming measures for Dease Street, and that Administration report back to Council by Q3 2021 with a more refined concept plan for the former Dease Pool site/Dease Street, including the proposed commemoration of the cultural history of Dease Pool.

## ***BACKGROUND***

At the March 1, 2021 Committee of the Whole Meeting, Council resolved that Administration submit an application to the Canada Healthy Communities Initiative for their March 9, 2021 intake to potentially accelerate the re-development of Dease Park.

At the September 28, 2020 Committee of the Whole Meeting, Administration advised Council that a report back on the future use and re-development options for the former Dease Pool site would be delayed until March 2021 due to the pandemic.

At the December 16, 2019 Committee of the Whole Meeting, Report 174/2019 Council directed the demolition and decommission of Dease Pool and received the results of public engagement based on proposed concept plans for the re-development of Dease Park and the former Dease Pool site. While the proposed re-development plan for Dease Park was broadly supported by the community, Administration agreed to conduct more targeted engagement on alternative options for the former Dease Pool site and report back in Q3 2020.

Deputations were made to City Council after Council's consideration of Report 124/2018 during the 2019 budget deliberations, expressing concern about the pool closure. Council requested Administration's comments regarding two unsolicited proposals to rebuild the pool which were presented as having lower capital costs of construction. Administration advised Council that the capital cost of construction per square foot for each proposal was the same or higher than that provided to Council in Report 124/2018 when one compared the reduced size of pool basin and/or assessed areas where the proposal would not comply with municipal/provincial requirements. Council affirmed their earlier decision to proceed with the pool closure and directed Administration to implement enhanced park programming in 2019 based on consultation with the community and report back on potential future uses of the Dease Pool site.

At the January 24, 2019 Heritage Advisory Committee (HAC) meeting a group of citizens made a delegation to have the Dease Pool designated as a property of cultural heritage value. HAC formed a sub-committee to study the appropriateness of designating Dease Pool through its established evaluation tool. The HAC sub-committee found that Dease Pool qualified as a property that should be recommended for designation. HAC passed two resolutions as reflected in a memo from HAC Chair Andrew Cotter, dated June 28, 2019, distributed to Council at the Committee of the Whole meeting on July 29, 2019.

At the December 10, 2018 Committee of the Whole Meeting, Report 124/2018 Council directed the closure of the 106-year-old Dease Pool facility and approved a re-direction of the majority of the existing pool operating budget (\$52,000) to support the implementation of enhanced park programming for children and youth at Dease and Minnesota Parks, and engagement with neighbourhood residents to inform program options.

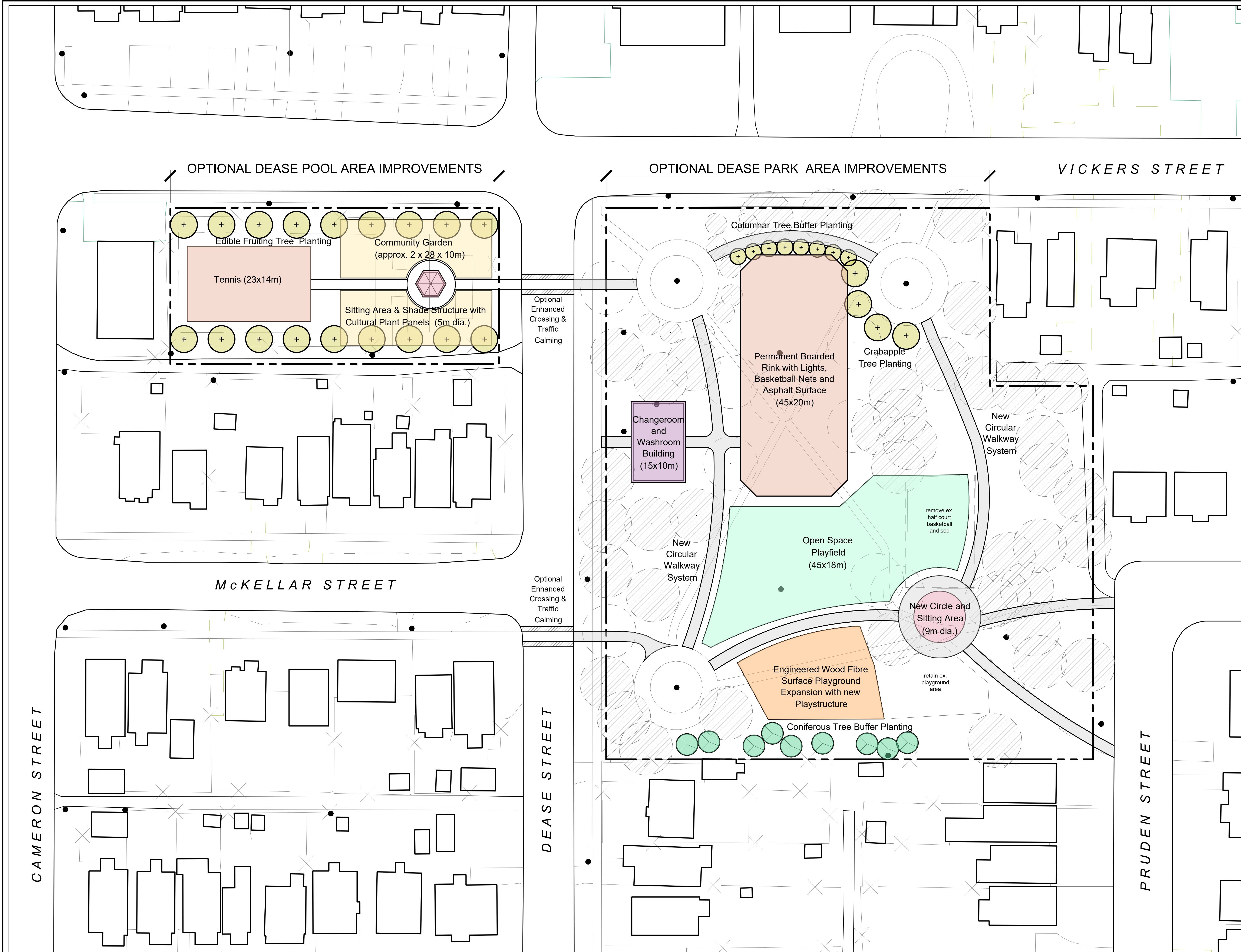
In March 2010, City Council accepted the HAC's recommendation that Dease Pool be listed on the City's Heritage Register as a property of interest (Corporate Report 2010.068 – Office of the City Clerk). The property was not formally designated under Ontario Regulation 9/06 of The Heritage Act.

***REFERENCE MATERIAL ATTACHED:***

Attachment 1 - Park Concept Plan Option #1 - Dease Pool Area with Older Adult Focus  
Attachment 2 - Park Concept Plan Option #2 - Dease Pool Area with Youth Focus  
Attachment 3 - Park Concept Plan Option #2B - Dease Pool Area with Youth Focus  
Attachment 4 – Appropriation #2

***PREPARED BY: KELLY ROBERTSON, GENERAL MANAGER – COMMUNITY SERVICES***

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kelly Robertson	March 5, 2021

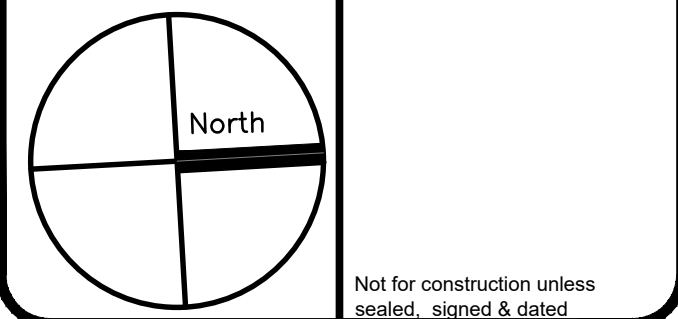


General Notes

Source of Base Information:  
-City of Thunder Bay GIS data, 2018

Notes:  
Contractor to verify all dimensions on site and  
notify Consultant of any discrepancies.

No.	Revision/Issue	Date
5	Issued for Stakeholder & Public Consultation	Feb. 5, 2021
4	Issued for Stakeholder & Public Consultation	Oct. 23, 2019
3	Revised for Final Review	Oct. 15, 2019
2	Revised for Preliminary Review	Oct. 04, 2019
1	Issued for Preliminary Review	Sept. 06, 2019



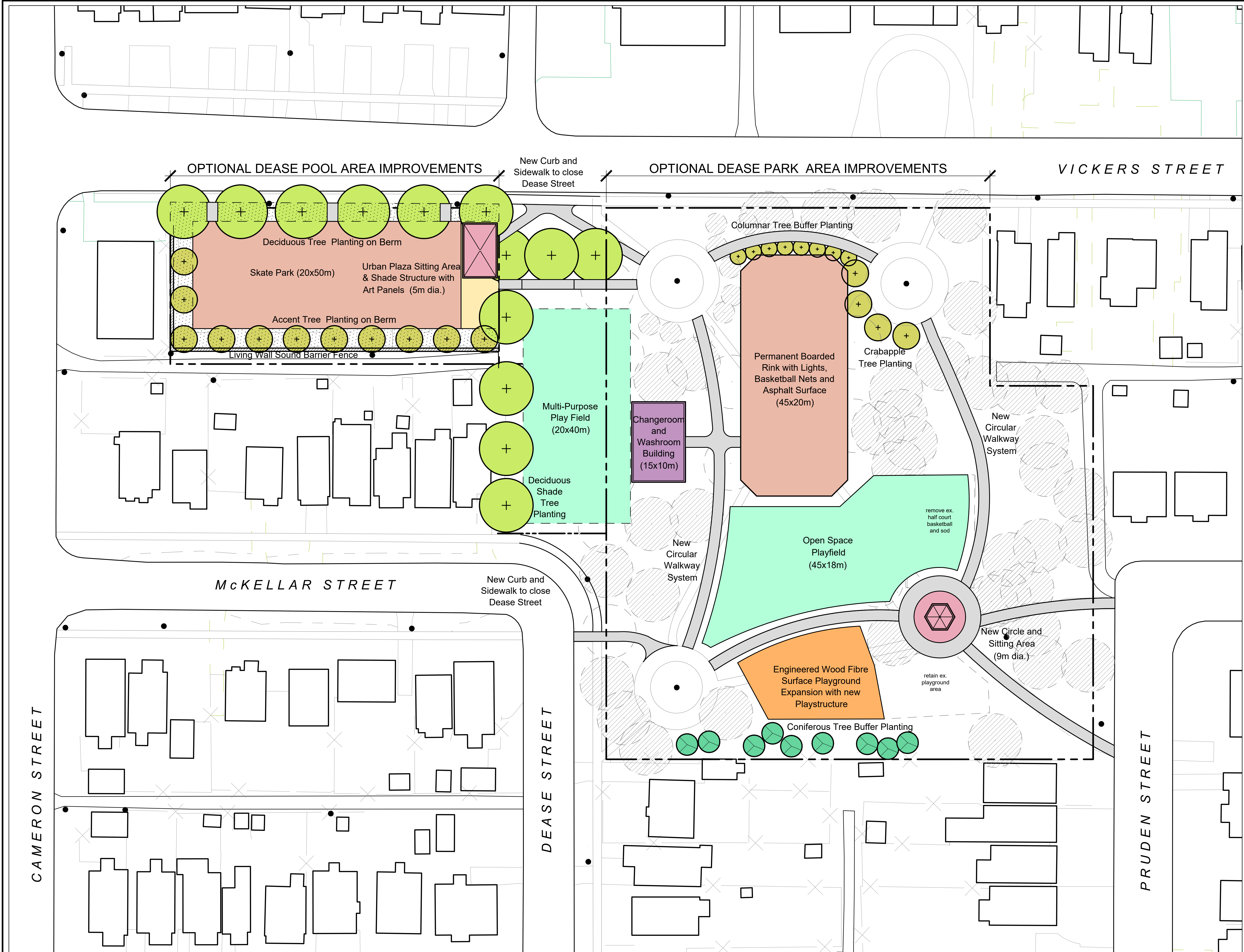
Firm Name and Address  
**CITY OF Thunder Bay**  
*Superior by Nature*  
Infrastructure & Operations  
Department  
Parks & Open Spaces Section

Project Name  
Dease Park Area  
Recreational Opportunities  
Development  
  
Thunder Bay, Ontario

Drawing Title  
Park Concept Plan  
Option #1 - Dease Pool Area  
with Older Adult Focus

Project	n/a	Sheet	L-1
Date	Sept. 2019		
Scale	1:300		





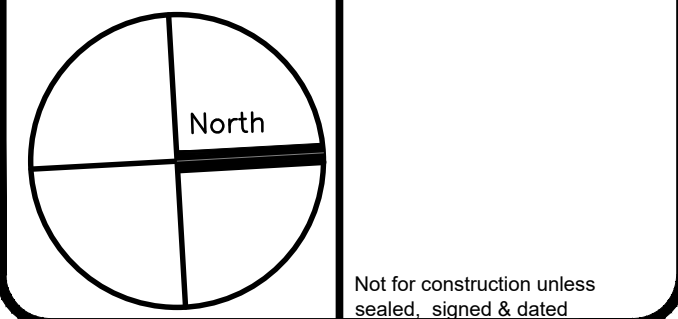
General Notes

LEGEND

Source of Base Information:  
-City of Thunder Bay GIS data, 2018

Notes:  
Contractor to verify all dimensions on site and  
notify Consultant of any discrepancies.

No.	Revision/Issue	Date
3		
2	Issued for Stakeholder & Public Consultation	Feb. 05, 2021
1	Issued for Preliminary Review	Sept. 06, 2019



Firm Name and Address  
**CITY OF Thunder Bay**  
*Superior by Nature*  
Infrastructure & Operations  
Department  
Parks & Open Spaces Section

Project Name  
Dease Park  
Thunder Bay, Ontario

Drawing Title  
Park Concept Plan  
Option #2 - Dease Pool Area  
with Youth Focus

Project	n/a	Sheet	L-2
Date	Sept. 2019		
Scale	1:300		





<b>The City of Thunder Bay</b>		DATE: Mar 4, 2021	
DEPARTMENT: Community Services	<b>REQUEST FOR APPROPRIATION CHANGE</b>		<input checked="" type="checkbox"/>
DIVISION: Rec & Culture	<b>REQUEST FOR ADDITIONAL APPROPRIATION</b>		<input type="checkbox"/>
			<div style="border: 1px solid black; width: 40px; height: 40px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">2</div> APPROP NO.

WBS ELEMENT	DESCRIPTION	BUDGET AVAILABLE	INCREASE	DECREASE	ADMIN USE
					IM Position   Fund Code
COM-AMT-200106-1-T-1-1	Dease Pool Demo	143,085		143,000	2.1.1   76
COM-REC-210001-1-N-1-2 (NEW)	Dease Park Redevelopment		143,000		2.5   76
			143,000	143,000	

EXPLANATIONS/REASONS: Please refer to Corporate Report R 22/2021	EFFECT ON LEVEL OF SERVICE:  <table style="width: 100%;"> <tr> <td style="width: 33%;">DECREASE</td> <td style="width: 33%;">INCREASE</td> <td style="width: 33%;">MAINTAINED</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> </table> <div style="text-align: right; padding-right: 20px;">           DATE:             RECOMMENDED/APPROVED               Linda Evans            CITY TREASURER         </div> <div style="text-align: right; padding-right: 20px;">           N Gale            Norm Gale            CITY MANAGER         </div>	DECREASE	INCREASE	MAINTAINED	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
DECREASE	INCREASE	MAINTAINED					
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>					

<b>PREPARED BY:</b> Grant Eklund	<b>VERIFIED BY</b> <b>FINANCE:</b> <u>M GALLAGHER</u> Moira Gallagher, CPA, CMA Budget & Planning Accountant Corporate Services & Long Term Care Department	<b>COMMITTEE OF THE WHOLE</b>  <table style="width: 100%;"> <tr> <td style="width: 50%;">APPROVED</td> <td style="width: 50%;">NOT APPROVED</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> DATE: _____	APPROVED	NOT APPROVED	<input type="checkbox"/>	<input type="checkbox"/>
APPROVED	NOT APPROVED					
<input type="checkbox"/>	<input type="checkbox"/>					
<b>REVIEWED BY:</b> Kelly Robertson General Manager, Community Services Dept.						

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March 16, 2021

Office of the City Clerk  
500 Donald Street East  
Thunder Bay, Ontario P7E 5V3

Attention: Krista Power, City Clerk

Dear Krista,

Please accept this letter as confirmation of the Parks & Open Spaces Section request to do a presentation at the March 22, 2021 Committee of the Whole Meeting. This presentation will be in support of Report 22/2021, Dease Park – Funding Report & Presentation brought forward by the Community Services Department and will be done by Werner Schwar, Supervisor – Parks & Open Space Planning.

Thank you for your consideration, and please do not hesitate to contact me should you have any questions. A copy of the presentation has been attached to the e-mail for information.

Sincerely,



Werner Schwar (OALA)  
Supervisor – Parks & Open Space Planning  
Parks & Open Spaces Section, City of Thunder Bay  
111 Syndicate Ave. South  
Thunder Bay, ON P7E 6S4  
tel: (807) 625-2806, fax: (807) 625-3258  
e-mail: [werner.schwar@thunderbay.ca](mailto:werner.schwar@thunderbay.ca)

c.c.

Kelly Robertson, General Manager Community Services  
Kayla Dixon, Director of Engineering  
Cory Halvorsen, Manager – Parks & Open Spaces Section

# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	Community Services - Central Support Services	<b>REPORT NO.</b>	R 30/2021
<b>DATE PREPARED</b>	03/11/2021	<b>FILE NO.</b>	
<b>MEETING DATE</b>	03/22/2021		
<b>SUBJECT</b>	Transit Safe Restart Agreement – Phase 2 Municipal Transit Funding		

## **RECOMMENDATION**

WITH RESPECT to Report R 30/2021 (Community Services - Central Support Services), we recommend the Transfer Payment Agreement for the Safe Restart Agreement (SRA) – Phase 2 Municipal Transit Funding and any and all subsequent agreements between the Ontario Ministry of Transportation and the Corporation of the City of Thunder Bay be approved;

AND THAT where necessary that an interest bearing reserve account be used to receive funds related to this program where funds are delivered prior to the actual expense of the funds;

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

AND THAT the Mayor and City Clerk be authorized to sign any necessary agreements or contracts related to this funding program.

## **EXECUTIVE SUMMARY**

The purpose of this report is to seek Council approval for the execution of the Transfer Payment Agreement (TPA) with the Ontario Ministry of Transportation and the Corporation of the City of Thunder Bay. Approval of this agreement is required to permit the City to receive the proportionate allocation of the Safe Restart Agreement (SRA) – Phase 2 Municipal Transit Funding with the intention of providing financial support to transit systems in Ontario throughout the COVID-19 pandemic.

## **DISCUSSION**

The Safe Restart Agreement (SRA) – Municipal Transit Funding has been updated and extended past the Phase 1 of the program that was announced in summer of 2020. In order to support municipal transit systems, the Province of Ontario and the federal government have provided additional funding in Phase 2 and 3 of this program.



Under the Safe Restart Funding program, the City of Thunder Bay is able to offset the negative financial impacts that COVID-19 has created for transit operations. The eligible amounts that can be claimed include: net revenue loss, additional net operating costs and capital costs that were incurred due to the pandemic. These eligible amounts must also be reduced by the amount of any savings associated with the impact of COVID upon transit operations. Savings would include any cost reductions that are realized due to reduced service levels and any operational changes. This funding is not intended to replace the budgeted municipal contribution towards public transit operations.

The municipal funding allocations from this program are based on a formula of transit ridership from prior years plus a base amount of \$40,000 that is applied to each program allocation.

In Phase 1, the City of Thunder Bay received an allocation of \$3,184,760 that was eligible for use related to impacts realized between April 1, 2020 and December 31<sup>st</sup>, 2020.

The Phase 2 funding can be using to offset the financial impact realized between October 1, 2020 and March 31, 2021. In Phase 3, the impacts realized between April 1 and December 31, 2021 can be claimed.

The maximum funds allocated to the City of Thunder Bay for the Phase 1 of the Transit Safe Restart funding is \$3,184,760, which has been increased to a maximum of \$3,992,866 for Phase 1 and 2 combined and for Phase 3 is \$3,102,082.

### ***FINANCIAL IMPLICATION***

The allocation to the City of Thunder Bay from Phases 1 and 2 of Transit Safe Restart funding is anticipated to be sufficient to cover the net impact of COVID-19 on transit operations up to March 31, 2021. The final amount that the transit will be eligible to claim will be determined based upon the combined amount of: continued net revenue losses, increased expenses and any cost reductions realized due to service level changes in the period. Due to the uncertain environment within the City at this time, the final eligible funding amount may vary.

### ***CONCLUSION***

It is concluded that the Transfer Payment Agreement for the Safe Restart Agreement Phase 2 between the Ontario Ministry of Transportation and the Corporation of the City of Thunder Bay should be approved.

### ***BACKGROUND***

On July 16, 2020, the Government of Canada announced \$1 billion in federal funding under the Safe Restart Agreement (SRA) in order to provide support to Ontario municipal transit systems with financial pressures that occurred due to the COVID-19 pandemic. In the Safe Restart

Agreement, the Province of Ontario announced an additional \$ billion to cost match the federal contribution to support transit systems through the pandemic. This funding is divided into three phases: Phase 1: \$700 million for financial impacts between April 1 to September 30, 2020; Phase 2: \$800 million for financial impacts between October 1, 2020 and March 31, 2021; and Phase 3: \$650 million for financial impacts and initiatives undertaken between April 1 and December 31, 2021. The Province of Ontario has also created an additional source of funding of which the City of Thunder Bay is eligible to receive up to an additional \$2,386,217 depending on the impact of changes in ridership.

***REFERENCE MATERIAL ATTACHED:***

Attachment A - Transfer Payment Agreement - Safe Restart Agreement - Phase 2 Municipal Transit Funding

***PREPARED BY: ANDREA MORRISON, MANAGER—CENTRAL SUPPORT SERVICES***

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)  Kelly Robertson	DATE:  March 11, 2021
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**TRANSFER PAYMENT AGREEMENT  
FOR THE SAFE RESTART AGREEMENT (SRA) –  
PHASE 2 MUNICIPAL TRANSIT FUNDING**

**THIS TRANSFER PAYMENT AGREEMENT** for the Safe Restart Agreement (SRA) – Phase 2 Municipal Transit Funding (the “Agreement”) is effective as of the Effective Date.

**B E T W E E N:**

**Her Majesty the Queen in right of Ontario** as represented by the  
Minister of Transportation for the Province of Ontario

(the “**Province**”)

**- and -**

**The Corporation of the City of Thunder Bay**

(the “**Recipient**”)

**BACKGROUND:**

The Government of Canada (“Canada”) announced, on July 16, 2020, \$1 billion in federal funding under the Safe Restart Agreement (SRA) to support Ontario municipal transit systems with COVID-19 pandemic related financial pressures in order to help the province restart the economy, while making Canada more resilient to possible future waves of the COVID-19 pandemic.

Under the SRA, the Province of Ontario has agreed to provide up to \$1 billion to cost-match the federal funding for a total of up to \$2 billion in funding to support Ontario municipal transit systems with COVID-19 pandemic related financial pressures.

The Province has provided SRA funding to the Recipient in September 2020 (Phase 1) and will provide the remainder of the Recipient’s allocated SRA funding in Phase 2.

The funding for Phase 1 was intended to offer the Recipient immediate assistance towards additional municipal transit expenses the Recipient incurred, as a result of the COVID-19 pandemic, on or after April 1, 2020 and on or before September 30, 2020.

The funding for Phase 2, which will be provided to the Recipient in accordance with the terms and conditions set out in the Agreement, is intended to provide the Recipient with assistance for the Financial Impacts (as defined in section 1.2 (Definitions)) the Recipient has incurred during the Eligibility Period (as defined in section A1.2 (Definitions)).

## **CONSIDERATION:**

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

### **1.0 ENTIRE AGREEMENT**

- 1.1 **Schedules and Sub-schedule to the Agreement.** The following schedules and sub-schedule form part of the Agreement:

Schedule "A" - General Terms and Conditions

Schedule "B" - Contact Information and Authorized Representatives

Schedule "C" - Eligible Expenditures and Ineligible Expenditures

Schedule "D" - Claim and Attestation Submission, Supporting Documentation and Payment Procedures

Sub-schedule "D.1" - Claim and Attestation Form.

- 1.2 **Entire Agreement.** The Agreement constitutes the entire agreement between the Parties (as defined in section A1.2 (Definitions)) with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

### **2.0 CONFLICT OR INCONSISTENCY**

- 2.1 **Conflict or Inconsistency.** In the event of a conflict or inconsistency between any of the requirements of:

- (a) Schedule "A" (General Terms and Conditions) and any of the requirements of another schedule or a sub-schedule, Schedule "A" (General Terms and Conditions) will prevail to the extent of the inconsistency; or
- (b) a schedule and any of the requirements of a sub-schedule, the schedule will prevail to the extent of the inconsistency.

### **3.0 COUNTERPARTS**

- 3.1 **Counterparts.** The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

- 3.2 **Electronic Execution and Delivery of Agreement.**

- (a) The Agreement may:



- (i) be executed and delivered by scanning the manually signed Agreement as a PDF and delivering it by email to the other Party; or
  - (ii) subject to the Province's prior written consent, be executed and delivered electronically to the other Party.
- (b) The respective electronic signature of the Parties is the legal equivalent of a manual signature.

#### **4.0 AMENDING THE AGREEMENT**

- 4.1 **Amending the Agreement.** The Agreement may only be amended by a written agreement.
- 4.2 **Execution of Amending Agreement.** An amending agreement for changes to the Agreement may be duly executed by the representatives of the Parties listed on the signature page below or in Schedule "B" (Contact Information and Authorized Representatives).

#### **5.0 ACKNOWLEDGEMENT**

- 5.1 **Acknowledgement.** The Recipient acknowledges that:
  - (a) the Funds are to assist the Recipient with the Financial Impacts of the COVID-19 pandemic on the Recipient's transit system and not to provide goods or services to the Province;
  - (b) the Province is not responsible for the Recipient's transit system, including any Financial Impact; and
  - (c) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Recipient's transit system, any Financial Impact or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.
- 5.2 **Acknowledgement from Province.** The Province acknowledges that the Recipient is bound by the *Municipal Freedom of Information and Protection of Privacy Act* (Ontario) and any information provided to the Recipient in connection with the Recipient's transit system, any Financial Impact or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

**- SIGNATURE PAGE FOLLOWS -**

The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF THE  
PROVINCE OF ONTARIO**, represented by the  
Minister of Transportation for the Province of Ontario

---

Date

---

Name: Caroline Mulroney  
Title: Minister

**THE CORPORATION OF THE CITY OF THUNDER  
BAY**

---

Date

---

Name: Bill Mauro  
Title: Mayor

I have authority to bind the Recipient.

---

Date

---

Name: Krista Power  
Title: City Clerk

I have authority to bind the Recipient.

## **SCHEDULE “A” GENERAL TERMS AND CONDITIONS**

### **A1.0 INTERPRETATION AND DEFINITIONS**

**A1.1 Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) all accounting terms not otherwise defined in the Agreement have their ordinary meanings.

**A1.2 Definitions.** In the Agreement, the following terms will have the following meanings:

**“Agreement”** means this agreement, entered into between the Province and the Recipient, all of the schedules and the sub-schedule listed in section 1.1 (Schedules and Sub-schedule to the Agreement), and any amending agreement entered into pursuant to section 4.1 (Amending the Agreement).

**“Authorities”** means any government authority, agency, body or department, whether federal, provincial or municipal, having or claiming jurisdiction over the Recipient’s transit system, any Financial Impact, or the Agreement.

**“Business Day”** means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year’s Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

**“Communications Activities”** means, but is not limited to, public or media events or ceremonies including key milestone events, news releases, reports, web and social media products or postings, blogs, news conferences, public notices, physical and digital signs, publications, success stories and vignettes, photos, videos, multi-media content, advertising campaigns, awareness campaigns, editorials, multi-media products, and all related communication materials in respect of the Agreement.

**“Effective Date”** means the date of signature by the last signing Party to the Agreement.

**“Eligible Expenditures”** means the costs of the Financial Impacts that are eligible for funding by the Province under the Agreement, and that are further described in section C2.1 (Scope of Eligible Expenditures).

**“Eligibility Period”** means the period starting on or after October 1, 2020 and ending on or before March 31, 2021.

**“Event of Default”** has the meaning ascribed to it in section A12.1 (Events of Default).

**“Expiry Date”** means March 31, 2022.

**“Financial Impacts”** means the net revenue losses and additional net operating and capital costs the Recipient has incurred in respect of the Recipient’s municipal transit system as a result of the COVID-19 pandemic.

**“Funds”** means the money the Province provides to the Recipient pursuant to the Agreement.

**“Indemnified Parties”** means Her Majesty the Queen in right of Ontario, and includes Her ministers, agents, appointees, and employees.

**“Ineligible Expenditures”** means the costs that are ineligible for funding by the Province under the Agreement, and that are further described in section C3.1 (Scope of Ineligible Expenditures).

**“Loss”** means any cause of action, liability, loss, cost, damage, or expense (including legal, expert and consultant fees) that anyone incurs or sustains as a result of or in connection with the Recipient’s transit system, any Financial Impact or with any other part of the Agreement.

**“Low-performing Route”** means any bus route deemed by a Recipient as not meeting service objectives or where service has been reduced or cancelled for not meeting service objectives.

**“Maximum Funds”** means \$3,992,866.

**“Notice”** means any communication given or required to be given pursuant to the Agreement.

**“Notice Period”** means the period of time within which the Recipient is required to remedy an Event of Default, pursuant to paragraph A12.3(b), and includes any such period or periods of time by which the Province extends that time in accordance with section A12.4 (Recipient not Remediating).

**“On-demand Microtransit”** means small scale, flexible transportation services where rides are ordered on-demand.

**“Parties”** means the Province and the Recipient.

**“Party”** means either the Province or the Recipient.

**“Proceeding”** means any action, claim, demand, lawsuit, or other proceeding that anyone makes, brings or prosecutes as a result of or in connection with the Recipient’s transit system, any Financial Impact or with any other part of the Agreement.

**“Records Review”** means any assessment the Province conducts pursuant to section A7.4 (Records Review).

**“Reports”** means the reports described in Schedule “D” (Claim and Attestation Submission, Supporting Documentation and Payment Procedures).

**“Requirements of Law”** means all applicable requirements, laws, statutes, codes, acts, ordinances, approvals, orders, decrees, injunctions, by-laws, rules, regulations, official plans, permits, licences, authorizations, directions, and agreements with all Authorities.

**“SRA Phase 1 Contribution”** means the funding for the SRA Phase 1 the Province provided to the Recipient in September 2020 and that is further described in the 4<sup>th</sup> paragraph of the Background to the Agreement.

## **A2.0 REPRESENTATIONS, WARRANTIES AND COVENANTS**

**A2.1 General.** The Recipient represents, warrants and covenants that:

- (a) it has, and will continue to have, the experience and expertise necessary to operate its transit system;
- (b) it is in compliance with, and will continue to comply with, all Requirements of Law related to any aspect of the Recipient’s transit system, Financial Impacts, and the Funds;
- (c) if Funds are used for acquired goods or services, or both, these were acquired in compliance with the Recipient’s policies and procedures and, to the extent possible under the COVID-19 pandemic unprecedented times, through a process that promotes the best value for the money;
- (d) it is in compliance with the insurance requirements set out in section A10.1 (Recipient’s Insurance); and

- (e) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds including, without limitation, information relating to any eligibility requirements, the Recipient's transit system, any Financial Impact and related timelines was true and complete at the time the Recipient provided it and will continue to be true and complete.

**A2.2 Execution of Agreement.** The Recipient represents and warrants that it has:

- (a) the full power and authority to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement, including passing a municipal by-law authorizing the Recipient to enter into the Agreement.

**A2.3 Governance.** The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) procedures to enable the Recipient to manage the Funds prudently and effectively;
- (b) procedures to address any identified risks to the Recipient's ability to claim Eligible Expenditures within the Eligibility Period, all in a timely manner;
- (c) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0 (Reporting, Accounting and Review); and
- (d) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to carry out its obligations under the Agreement.

**A2.4 Supporting Proof.** Upon request of the Province and within the timelines set out in the request, the Recipient will provide the Province with proof of the matters referred to in this Article A2.0 (Representations, Warranties and Covenants).

### **A3.0 TERM OF THE AGREEMENT**

**A3.1 Term.** The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0 (Termination on Notice) or Article A12.0 (Event of Default, Corrective Action, and Termination for Default).

## **A4.0 FUNDS**

### **A4.1 Funds Provided.** The Province will:

- (a) provide the Recipient up to the Maximum Funds for Eligible Expenditures;
- (b) provide the Funds to the Recipient in accordance with the payment procedures in Schedule “D” (Claim and Attestation Submission, Supporting Documentation and Payment Procedures); and
- (c) deposit the Funds into an account designated by the Recipient provided that the account:
  - (i) resides at a Canadian financial institution; and
  - (ii) is in the name of the Recipient.

### **A4.2 Limitation on Payment of Funds.** Despite section A4.1 (Funds Provided):

- (a) in addition to any other limitations under the Agreement on the payment of Funds by the Province, the Province is not obligated to provide any Funds to the Recipient unless the Recipient fulfils the special conditions listed in section A27.1 (Special Conditions);
- (b) the Province may adjust the amount of Funds it provides to the Recipient based upon the Province’s assessment of one or more of the following events:
  - (i) of the information the Recipient provides to the Province pursuant to section A7.2 (Preparation and Submission); and
  - (ii) the SRA Phase 1 Contribution funding provided to the Recipient exceeds the additional municipal transit expenses the Recipient incurred, as a result of the COVID-19 pandemic, on or after April 1, 2020 and on or before September 30, 2020.

### **A4.3 Use of Funds.** The Recipient will do all of the following:

- (a) spend the Funds only on Eligible Expenditures; and
- (b) not use the Funds to cover any Eligible Expenditure that has or will be funded or reimbursed by one or more of any third party, including any level of government, or ministry, agency, or organization of the Government of Ontario, other than the Province pursuant to the Agreement.

A4.4 **SRA Phase 1 Contribution, Rebates, Credits and Refunds.** The Province will calculate Funds based on the actual losses or costs to the Recipient for the Financial Impacts, less any actual losses or costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, SRA Phase 1 Contribution, a rebate, credit or refund.

A4.5 **Interest-Bearing Account.** If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account in the name of the Recipient at a Canadian financial institution.

A4.6 **Interest.** If the Recipient earns any interest on the Funds, the Province may:

- (a) deduct an amount equal to the interest from any further instalments of Funds; or
- (b) demand from the Recipient the payment of an amount equal to the interest.

#### **A5.0 RECIPIENT'S DISPOSAL OF ASSETS**

A5.1 **Disposal.** The Recipient will not, without the Province's prior written consent and prior to the Expiry Date or earlier termination of the Agreement, sell, lease, or otherwise dispose of any asset purchased or created with the Funds.

#### **A6.0 CONFLICT OF INTEREST**

A6.1 **No Conflict of Interest.** The Recipient represents and warrants that there is and there will continue to be no conflict of interest in respect of any Eligible Expenditures claimed under the Agreement or the Financial Impacts and that the Recipient will use the Funds without an actual, potential, or perceived conflict of interest.

A6.2 **Conflict of Interest Includes.** For the purposes of this Article A6.0 (Conflict of Interest), a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (a) any person who has the capacity to influence the Recipient's decisions, has outside commitments, relationships, or financial interests that could, or could be seen to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Eligible Expenditures claimed under the Agreement, the Financial Impacts or the use of the Funds.



**A6.3 Disclosure to Province.** The Recipient will:

- (a) disclose to the Province, without delay, any situation that a reasonable person would interpret as an actual, potential, or perceived conflict of interest; and
- (a) comply with any terms and conditions that the Province may prescribe as a result of the disclosure.

**A7.0 REPORTING, ACCOUNTING AND REVIEW**

**A7.1 Province Includes.** For the purposes of sections A7.4 (Records Review), A7.5 (Inspection and Removal) and A7.6 (Cooperation), “**Province**” includes any auditor or representative the Province may identify.

**A7.2 Preparation and Submission.** The Recipient will:

- (a) submit to the Province at the address referred to in section A15.1 (Notice in Writing and Addressed):
  - (i) all Reports in accordance with the timelines and content requirements as provided for in Schedule “D” (Claim and Attestation Submission, Supporting Documentation and Payment Procedures); and
  - (ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time; and
- (b) ensure that all Reports and other reports are:
  - (i) completed to the satisfaction of the Province; and
  - (ii) signed by an authorized signing officer of the Recipient.

**A7.3 Record Maintenance.** The Recipient will keep and maintain for a period of seven years from their creation:

- (a) proper and accurate financial accounts and records, kept in a manner consistent with generally accepted accounting principles in effect in Canada or with the public sector accounting standards approved or recommended by the Public Sector Accounting Board including, without limitation, its contracts, invoices, statements, receipts, and vouchers and any other evidence of payment relating to the Funds or otherwise to the Eligible Expenditures claimed under the Agreement or Financial Impacts; and

- (b) all non-financial records and documents relating to the Funds or otherwise to the Eligible Expenditures claimed under the Agreement or Financial Impacts.

A7.4 **Records Review.** The Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to conduct an audit or investigation of the Recipient regarding the Recipient's compliance with the Agreement, including assessing any of the following:

- (a) the truth of any of the Recipient's representations and warranties; and
- (b) the Recipient's allocation and expenditure of the Funds.

A7.5 **Inspection and Removal.** For the purposes of any Records Review, the Province may take one or more of the following actions:

- (a) inspect and copy any records and documents referred to in section A7.3 (Record Maintenance); and
- (b) remove any copies the Province makes pursuant to section A7.5(a).

A7.6 **Cooperation.** To assist the Province in respect of its rights provided for in section A7.5 (Inspection and Removal), the Recipient will cooperate with the Province by:

- (a) ensuring that the Province has access to the records and documents including, without limitation, paid invoices and original receipts, wherever they are located;
- (b) assisting the Province in copying records and documents;
- (c) providing to the Province, in the form the Province specifies, any information the Province identifies; and
- (d) carrying out any other activities the Province requests.

A7.7 **No Control of Records.** No provision of the Agreement will be construed so as to give the Province any control whatsoever over the Recipient's records.

A7.8 **Auditor General.** The Province's rights under Article A7.0 (Reporting, Accounting and Review) are in addition to any rights provided to the Auditor General pursuant to section 9.2 of the *Auditor General Act* (Ontario).

## **A8.0 COMMUNICATIONS REQUIREMENTS**

**A8.1 Acknowledge Support.** Unless the Province directs the Recipient to do otherwise, the Recipient will in each of its Agreement-related publications whether written, oral or visual:

- (a) acknowledge the support of the Province for the Funds provided under the Agreement;
- (b) ensure that any acknowledgement is in a form and manner as the Province directs; and
- (c) indicate that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

**A8.2 Request from the Province in Respect of Communications Activities.** The Recipient will, upon Notice from the Province, provide the Province with any information the Province may request in respect of any Communications Activities.

## **A9.0 INDEMNITY**

**A9.1 Indemnification.** The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding, unless solely caused by the negligence or wilful misconduct of the Indemnified Parties.

## **A10.0 INSURANCE**

**A10.1 Recipient's Insurance.** The Recipient is responsible for its own insurance and has been carrying, at its own costs and expense, and requiring the same from its subcontractors, all the necessary and appropriate insurance that a prudent municipality in similar circumstances would maintain in order to protect itself and the Indemnified Parties and support the Recipient's indemnification set out in section A9.1 (Indemnification). For greater certainty, the Recipient is not covered by the Province of Ontario's insurance program and no protection will be afforded to the Recipient by the Government of Ontario for any Loss or Proceeding that may arise out of the Financial Impacts or the Agreement.

## **A11.0 TERMINATION ON NOTICE**

**A11.1 Termination on Notice.** The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving at least 30 days' Notice to the Recipient.

**A11.2 Consequences of Termination on Notice by the Province.** If the Province terminates the Agreement pursuant to section A11.1 (Termination on Notice), the Province may take one or more of the following actions:

- (a) cancel all further instalments of Funds; and
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient.

## **A12.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT**

**A12.1 Events of Default.** It will constitute an Event of Default if, in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other material term of the Agreement including, without limitation, failing to do any of the following in accordance with the terms and conditions of the Agreement:

- (a) use or spend any of the Funds or related interest for a purpose other than that contemplated under the Agreement without the prior written consent of the Province; or
- (b) provide, in accordance with section A7.2 (Preparation and Submission), Reports or such other reports as may have been requested pursuant to paragraph A7.2(b).

**A12.2 Consequences of Events of Default and Corrective Action.** If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) provide the Recipient with an opportunity to remedy the Event of Default;
- (b) suspend the payment of Funds for such period as the Province determines appropriate;
- (c) reduce the amount of the Funds;
- (d) cancel all further instalments of Funds;
- (e) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (f) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;

- (g) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient;
- (h) demand from the Recipient the payment of an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement, including the costs of any Record Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and
- (i) terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province upon giving Notice to the Recipient.

**A12.3 Opportunity to Remedy.** If, in accordance with paragraph A12.2(a), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will provide Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

**A12.4 Recipient not Remediating.** If the Province has provided the Recipient with an opportunity to remedy the Event of Default pursuant to paragraph A12.2(a), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in paragraphs A12.2 (b), (c), (d), (e), (f), (g), (h) and (i).

**A12.5 When Termination Effective.** Termination under this Article A12.0 (Event of Default, Corrective Action, and Termination for Default) will take effect as provided for in the Notice.

## **A13.0 FUNDS UPON EXPIRY**

**A13.1 Funds Upon Expiry.** The Recipient will, upon expiry of the Agreement, pay to the Province any Funds and SRA Phase 1 Contribution and related interest remaining in its possession or under its control.

## **A14.0 DEBT DUE AND PAYMENT**

**A14.1 Payment of Overpayment.** If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay an amount equal to the excess Funds to the Province.

**A14.2 Debt Due.** If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds or an amount equal to any Funds; or
- (b) the Recipient owes any Funds or SRA Phase 1 Contribution, or an amount equal to any Funds or SRA Phase 1 Contribution to the Province, whether or not the Province has demanded their payment,

such amounts will be deemed to be a debt due and owing to the Province by the Recipient, and the Recipient will pay the amounts to the Province immediately, unless the Province directs otherwise.

**A14.3 Interest Rate.** The Province may charge the Recipient interest on any money owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.

**A14.4 Payment of Money to Province.** The Recipient will pay any money owing to the Province by cheque payable to the “Ontario Minister of Finance” and delivered to the Province as provided for in Schedule “B” (Contact Information and Authorized Representatives).

**A14.5 Fails to Pay.** Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, Her Majesty the Queen in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by Her Majesty the Queen in right of Ontario.

## **A15.0 NOTICE**

**A15.1 Notice in Writing and Addressed.** Notice will be:

- (a) in writing;

- (b) delivered by email, postage-prepaid mail, personal delivery or courier; and
- (c) addressed to the Province and the Recipient as set out in Schedule “B” (Contact Information and Authorized Representatives), or as either Party later designates to the other by Notice.

**A15.2 Notice Given.** Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; and
- (b) in the case of email, personal delivery or courier on the date on which the Notice is delivered.

**A15.3 Postal Disruption.** Despite paragraph A15.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will provide Notice by email, personal delivery or courier.

## **A16.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT**

**A16.1 Consent.** When the Province provides its consent pursuant to the Agreement:

- (a) it will do so by Notice;
- (b) it may attach any terms and conditions to the consent; and
- (c) the Recipient may rely on the consent only if the Recipient complies with any terms and conditions the Province may have attached to the consent.

## **A17.0 SEVERABILITY OF PROVISIONS**

**A17.1 Invalidity or Unenforceability of Any Provision.** The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

## **A18.0 WAIVER**

**A18.1 Waiver Request.** Either Party may, by Notice, ask the other Party to waive an obligation under the Agreement.

A18.2 **Waiver Applies.** If in response to a request made pursuant to section A18.1 (Waiver Request) a Party consents to a waiver, the waiver will:

- (a) be valid only if the Party that consents to the waiver provides the consent by Notice; and
- (b) apply only to the specific obligation referred to in the waiver.

## **A19.0 INDEPENDENT PARTIES**

A19.1 **Parties Independent.** The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is, or take any actions that could establish or imply such a relationship.

## **A20.0 ASSIGNMENT OF AGREEMENT OR FUNDS**

A20.1 **No Assignment.** The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A20.2 **Agreement Binding.** All rights and obligations contained in the Agreement will extend to and be binding on:

- (a) the Recipient's successors, and permitted assigns; and
- (b) the successors to Her Majesty the Queen in right of Ontario.

## **A21.0 GOVERNING LAW**

A21.1 **Governing Law.** The Agreement and the rights, obligations and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

## **A22.0 FURTHER ASSURANCES**

A22.1 **Agreement into Effect.** The Recipient will:

- (a) provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains; and



- (b) do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

## **A23.0 JOINT AND SEVERAL LIABILITY**

**A23.1 Joint and Several Liability.** Where the Recipient is comprised of more than one entity, all such entities will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

## **A24.0 RIGHTS AND REMEDIES CUMULATIVE**

**A24.1 Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

## **A25.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS**

**A25.1 Other Agreements.** If the Recipient:

- (a) has failed to comply with any term, condition or obligation under any other agreement with Her Majesty the Queen in right of Ontario or one of Her agencies (a “**Failure**”);
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

## **A26.0 SURVIVAL**

**A26.1 Survival.** The following Articles, sections and paragraphs, and all applicable cross-referenced Articles, sections, paragraphs, schedules and sub-schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0 (Entire Agreement), paragraph 3.2(b), Articles 2.0 (Conflict or Inconsistency), 5.0 (Acknowledgment), and A1.0 (Interpretation and Definitions) and any other applicable definitions, paragraph A2.1(a), sections A4.4 (SRA Phase 1 Contribution, Rebates, Credits and Refunds), A5.1 (Disposal), A7.1 (Province Includes), A7.2 (Preparation and Submission) to the extent that the Recipient has not provided the Reports or other reports as may have been requested to the satisfaction of the Province, A7.3 (Record Maintenance), A7.4 (Records Review), A7.5 (Inspection and Removal), A7.6 (Cooperation), A7.7 (No Control of Records), A7.8 (Auditor General), Articles A8.0 (Communications Requirements) and A9.0 (Indemnity), sections A11.2 (Consequences of Termination on Notice by the Province) and A12.1 (Events of Default), paragraphs A12.2 (b), (c), (d), (e), (f), (g), (h) and (i), Articles A13.0 (Funds Upon Expiry), A14.0 (Debt Due and Payment), A15.0 (Notice) and A17.0 (Severability of Provisions), section A20.2 (Agreement Binding), Articles A21.0 (Governing Law), A23.0 (Joint and Several Liability), and A24.0 (Rights and Remedies Cumulative), and this Article A26.0 (Survival).

## **A27.0 SPECIAL CONDITIONS**

**A27.1 Special Conditions.** The Province's funding under the Agreement is conditional upon,

- (a) on or before the Effective Date, the Recipient providing the Province with:
  - (i) a copy of the by-law(s) and, if applicable, any council resolution(s) authorizing the execution of the Agreement by the Recipient;
  - (ii) the necessary information, including a void cheque or a blank letter, to facilitate an electronic transfer to an interest-bearing account in the name of the Recipient at a Canadian financial institution; and
  - (iii) the reporting form required for Phase 1 with the details on the use of the SRA Phase 1 Contribution and a forecast of Eligible Expenditures for the Eligibility Period; and
- (b) the Recipient, together with its claim for payment and to promote ridership growth and transit sustainability objectives, providing the Province with an attestation that the Recipient:

- (i) has engaged or will engage, as requested and in a manner to be specified by the Province, including share information, with the Province to determine the benefit of optional consolidated procurement of specific COVID-19 pandemic related items;
- (ii) has considered or will consider whether On-demand Microtransit, or other service innovations, would better serve Low-performing Routes or cancelled or new routes than traditional fixed-route service as part of the Recipient's regular service reviews;
- (iii) has engaged or will engage, as requested and in a manner to be specified by the Province, with the Province or Metrolinx, or both, on lessons learned and capacity building to support future consideration of On-demand Microtransit by the Recipient;
- (iv) has participated or will participate, as requested and in a manner to be specified by the Province, in discussions lead by the Province or Metrolinx, or both, on improved fare and service integration and work toward implementing options that would improve the rider experience; and
- (v) has requested in writing, provincial assistance in discussions to transform transit delivery between neighboring municipal governments, where there is a local interest and benefit to pursuing structural reforms.

For greater certainty, if the Province provides any Funds to the Recipient prior to any of the conditions set out in this Article A27.0 (Special Conditions) having been met, and has not otherwise waived compliance with such condition in writing, the Province may exercise one or more of the remedies available to it pursuant to section A12.4 (Recipient Not Remediating).

**- END OF GENERAL TERMS AND CONDITIONS -**

**SCHEDULE “B”**  
**CONTACT INFORMATION AND AUTHORIZED REPRESENTATIVES**

<b>Contact information for the purposes of Notice to the Province</b>	<p><b>Address:</b> Strategic Investments Office Ministry of Transportation 777 Bay, 30th Floor Toronto, ON M7A 2J8</p> <p><b>Attention:</b> Kevin Dowling, Manager, Strategic Investments Office</p> <p><b>Phone:</b> (416) 859-7912  <b>Email:</b> kevin.dowling@ontario.ca</p>
<b>Contact information for the purposes of Notice to the Recipient</b>	<p><b>Address:</b> 570 Fort William Road Thunder Bay, ON P7B 2Z8</p> <p><b>Attention:</b> Brad Loroff, Manager, Transit Services</p> <p><b>Phone:</b> (807) 684-2187  <b>Email:</b> brad.loroff@thunderbay.ca</p>
<b>Contact information for the senior financial official in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province in respect of the Agreement</b>	<p><b>Address:</b> 155 Front Street, PO Box 800 Thunder Bay, ON P7C 5K4</p> <p><b>Attention:</b> Andrea Morrison, Manager Central Support, Community Services Department</p> <p><b>Phone:</b> (807) 628-5690  <b>Email:</b> andrea.morrison@thunderbay.ca</p>
<b>Authorized representative of the Province for the purpose of section 4.2 (Execution of Amending Agreements)</b>	<p><b>Position:</b> Director, Municipal Programs Branch, Ministry of Transportation</p>
<b>Authorized representative of the Recipient for the purpose of section 4.2 (Execution of Amending Agreements)</b>	<p><b>Position:</b> General Manager, Community Services Department</p>

## **SCHEDULE “C”**

### **ELIGIBLE EXPENDITURES AND INELIGIBLE EXPENDITURES**

**C1.0 Definitions.** In this Schedule “C” (Eligible Expenditures and Ineligible Expenditures), the following terms will have the following meanings:

“**MTEC**” means the Municipal Transit Enhanced Cleaning (MTEC) funding provided to Ontario municipalities for costs incurred related to the enhanced cleaning of transit vehicles and any other public and non-public facing transit assets resulting from the COVID-19 pandemic.

“**Operating Budget**” means the Recipient’s 2020 operating budget which has been prepared and adopted by the Recipient as required by section 290(1) of the *Municipal Act, 2001*.

#### **C2.0 ELIGIBLE EXPENDITURES**

**C2.1 Scope of Eligible Expenditures.** Eligible Expenditures include, at the Province’s sole discretion, the following Financial Impacts incurred during the Eligibility Period:

##### **Revenue Losses**

- (a) The following revenue losses measured against the Operating Budget (i.e., (revenue amount in the Operating Budget minus the actual revenue amount during the Eligibility Period) minus the non-COVID-19 pandemic revenue amount = the eligible revenue loss amount), that, in the opinion of the Province, the Recipient properly and reasonably incurred as a result of the COVID-19 pandemic will be considered Eligible Expenditures:
- (i) farebox revenue losses;
  - (ii) advertising revenue losses;
  - (iii) parking revenue losses;
  - (iv) contract revenue losses; and
  - (v) any other revenue loss the Recipient incurred as a result of the COVID-19 pandemic that, in the opinion of the Province, is considered eligible.

## **Operating Costs**

- (b) The following operating costs measured against the Operating Budget (i.e., (operating costs amount in the Operating Budget minus the actual operating costs amount during the Eligibility Period) minus the non-COVID-19 pandemic operating costs amount = the eligible operating costs amount) that, in the opinion of the Province, the Recipient properly and reasonably incurred and paid as a result of the COVID-19 pandemic will be considered Eligible Expenditures:
- (i) costs associated with vehicle cleaning, except for those for which MTEC funds have been provided or claimed;
  - (ii) costs associated with changes in fuel consumption (e.g., increases due to running additional buses or savings in consumption relating to lower service levels than budgeted, or both);
  - (iii) costs associated with vehicle maintenance;
  - (iv) costs associated with transit facilities;
  - (v) costs resulting from existing contracts with expanded scope/new contracts;
  - (vi) employee related costs (i.e., salaries, wages, benefits);
  - (vii) costs for employee personal protection equipment (e.g., face masks, gloves, sanitizer);
  - (viii) costs for signage and other means of communications related to the COVID-19 pandemic (e.g., social distance guidance); and
  - (ix) any other operating cost the Recipient incurred as a result of the COVID-19 pandemic that, in the opinion of the Province, is considered eligible.

## **Capital Costs**

- (c) The following capital costs that, in the opinion of the Province, the Recipient properly and reasonably incurred and paid as a result of the COVID-19 pandemic, will be considered Eligible Expenditures:
- (i) costs associated with installing driver protection barriers and other protection measures for transit drivers;
  - (ii) costs associated with providing passenger protection equipment and other passenger safety measures; and

- (iii) any other capital cost the Recipient incurred as a result of the COVID-19 pandemic that, in the opinion of the Province, is considered eligible.

### **C3.0 INELIGIBLE EXPENDITURES**

**C3.1 Scope of Ineligible Expenditures.** Unless a cost or a loss is considered an Eligible Expenditure pursuant to section C2.1 (Scope of Eligible Expenditures), such cost or loss will be considered an Ineligible Expenditure. Without limitation, the following costs and loss will be considered Ineligible Expenditures:

- (a) costs incurred outside of the Eligibility Period;
- (b) costs not paid prior to having been submitted to the Province for payment;
- (c) Recipient's staff, including permanent and seasonal, salaries and travel costs unless otherwise indicated in paragraph (b)(vi) of section C2.1 (Scope of Eligible Expenditures);
- (d) legal, audit, or interest fees;
- (e) costs for which MTEC funds have been provided or claimed;
- (f) any operating or capital cost that, in the opinion of the Province, the Recipient could not have properly and reasonably incurred or paid, or both, during the Eligibility Period and as a result of the COVID-19 pandemic (i.e., excess purchases or stockpiling);
- (g) any loss that, in the opinion of the Province, the Recipient could not have properly and reasonably incurred during the Eligibility Period and as a result of the COVID-19 pandemic;
- (h) refundable Harmonized Sales Tax or other refundable expenses; and
- (i) any other cost which is not specifically listed as an Eligible Expenditure under section C2.1 (Scope of Eligible Expenditure) and which, in the opinion of the Province, is considered ineligible.

**SCHEDULE “D”  
CLAIM AND ATTESTATION SUBMISSION,  
SUPPORTING DOCUMENTATION AND PAYMENT PROCEDURES**

**D1.0 CLAIM AND ATTESTATION**

- D1.1 Claim and Attestation from the Recipient’s Senior Financial Official.** The Recipient will use the form in Sub-schedule “D.1” (Claim and Attestation Form) for the submission of its claim for payment.

**D2.0 SUPPORTING DOCUMENTATION**

- D2.1 Report on Expenditures and Additional Report and Information.** The Recipient will, together with the claim form described in section D1.1 (Claim and Attestation from the Recipient’s Senior Financial Official), submit the following supporting documentation with its claim for payment:
- (a) a report on expenditures using the form in Appendix A (Form of Report on Expenditures) to Sub-schedule “D.1” (Claim and Attestation Form); and
  - (b) any additional reports or information, or both, the Province may request at its sole discretion and in a form provided by the Province.

**D3.0 PAYMENT PROCEDURES**

- D3.1 Submission of Claim for Payment and Required Documentation.** The Recipient will submit its claim for payment, together with the supporting documentation set out in section D1.1 (Claim and Attestation from the Recipient’s Senior Financial Official) and section D2.1 (Report on Expenditures and Additional Report and Information) on or before May 31, 2021, or at a later date upon Notice from the representative of the Province on the signature page above or in Schedule “B” (Contact Information and Authorized Representatives).
- D3.2 Claim Payments.** Subject to the terms and conditions set out in the Agreement and if due and owing under the Agreement, the Province will use its reasonable efforts to make the payment to the Recipient for the claim submitted pursuant to section D3.1 (Submission of Claim for Payment and Required Documentation) in a timely manner.
- D3.3 No Interest.** The Province will under no circumstances be liable for interest for failure to make a payment within the time limit provided for in section D3.2 (Claim Payments).



D3.4 **No Obligation to Pay.** For greater clarity and without limitation to any other right of the Province, the Province will have no obligation to pay a claim if it does not meet the terms and conditions of the Agreement including, without limitation, if the claim is missing any of the required supporting documentation or is submitted after May 31, 2021, or at a later date upon Notice from the representative of the Province on the signature page above or in Schedule “B” (Contact Information and Authorized Representatives), or both.

**SUB-SCHEDULE “D.1”  
CLAIM AND ATTESTATION FORM**

**TO:** Ministry of Transportation  
Transportation Programs Office

Attention: Manager, Transportation Programs Office

Email: MTO-COVID\_Transit\_Funding@ontario.ca

**FROM:** **[Insert name of Recipient]**

Attention: **[insert name and title of Recipient senior official]**

Telephone No.: **[insert telephone number of Recipient senior official]**

**RE: Safe Restart Agreement – Phase 2 Municipal Transit Funding**

In the matter of the Safe Restart Agreement (SRA) – Phase 2 Municipal Transit Funding entered into between Her Majesty the Queen in right of Ontario, represented by the Minister of Transportation for the Province of Ontario, and the **[insert the legal name of the Recipient]** (the “Recipient”), on \_\_\_\_\_, \_\_\_\_\_ (the “Agreement”).

I, \_\_\_\_\_ **[insert the name and title of the Recipient’s senior official]**, an authorized representative of the Recipient, having made such inquiries as I have deemed necessary for this attestation, hereby certify that to the best of my knowledge, information and belief.

On the date set out below:

- 1) all representations and warranties contained in Article A2.0 (Representations, Warranties, and Covenants) of Schedule “A” (General Terms and Conditions) to the Agreement are true and correct.
- 2) the Recipient is in compliance with all the terms and conditions of the Agreement.;
- 3) the information in respect of the Eligible Expenditures that is contained in the attached Appendix A (Report on Expenditures) is true and correct.
- 4) the Eligible Expenditures claimed in the attached Appendix A (Report on Expenditures) have:
  - (a) in respect of the losses, been incurred during the Eligibility Period;

- (b) in respect of the operating and capital costs, been incurred during the Eligibility Period;
  - (c) have only been expended on Financial Impacts as defined in section A1.2 (Definitions) of the Agreement;
  - (d) have not been and will not be funded or reimbursed through any other funding program; and
  - (e) have not replaced the budgeted subsidy that the Recipient provides to transit operations.
- 5) the Recipient has not received and will not receive SRA Phase 1 Contribution, a rebate, credit or refund for any Eligible Expenditures claimed or, if it did, those were deducted from the Eligible Expenditures claimed.
- 6) the Recipient is in compliance with all of the reporting requirements of the Agreement.
- 7) the Recipient:
- (a) has engaged or will engage, as requested and in a manner to be specified by the Province, including share information, with the Province to determine the benefit of optional consolidated procurement of specific COVID-19 pandemic related items;
  - (b) has considered or will consider whether On-demand Microtransit, or other service innovations, would better serve Low-performing Routes, cancelled or new routes than traditional fixed-route service as part of the Recipient's regular service reviews;
  - (c) has engaged or will engage, as requested and in a manner to be specified by the Province, with the Province or Metrolinx, or both, on lessons learned and capacity building to support future consideration of On-demand Microtransit by the Recipient;
  - (d) has participated or will participate, as requested and in a manner to be specified by the Province, in discussions lead by the Province or Metrolinx, or both, on improved fare and service integration and work toward implementing options that would improve the rider experience; and
  - (e) has requested, in writing, provincial assistance in discussions to transform transit delivery between neighboring municipal governments, where there is a local interest and benefit to pursuing structural reforms.

By signing below, I hereby claim payment in the amount of \$ \_\_\_\_\_, on behalf of the Recipient, on account of the Province's contribution towards the Eligible Expenditures of the Agreement.

Declared at \_\_\_\_\_ (city), in the Province of Ontario, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

(Signatures)

\_\_\_\_\_

Name:

Title:

I have authority to bind the Recipient.

**APPENDIX A  
FORM OF REPORT ON EXPENDITURES  
TO  
SUB-SCHEDULE “D.1” (CLAIM AND ATTESTATION FORM)**

<b>Safe Restart Agreement (SRA) Phase 2 Municipal Transit Funding Expenditure Report for the Eligibility Period</b>	
<b>Date:</b>	
<b>Recipient's Name:</b>	
<b>Total Funds Allocated:</b>	
<b>Total Funds Claimed:</b>	
<b>Remaining Allocation:</b>	

See Schedule "C" (Eligible Expenditures & Ineligible Expenditures, including Articles C2.0 (Eligible Expenditures) & C 3.0 (Ineligible Expenditures) for details on Eligible Expenditures & Ineligible Expenditures		October 2020	November 2020	December 2020	January 2021	February 2021	March 2021	[Note: If the Eligibility Period is extended pursuant to section 1.2 (Definitions) of the Agreement, add a new column for each additional month]	Total
Revenue Losses	Farebox								
	Advertising								
	Parking								
	Contracts (e.g., school)								
	Other Revenue <sup>1</sup>								
Operating Costs	Vehicle Cleaning <sup>2</sup>								
	Changes in Fuel Consumption								
	Vehicle Maintenance								
	Transit Facilities								
	Existing Contracts with Expanding Scope/New Contracts								
	Employee								
	Employee PPE								

	Communications								
	Other Operating Costs <sup>3</sup>								
<b>Capital Costs</b>	Driver Protection								
	Passenger Protection								
	Other Capital Costs <sup>4</sup>								
<b>Net Monthly Impact - Pressure/(Savings):</b>									
<b>Cumulative Impact - Pressure/(Savings):</b>									

<sup>1</sup>Other revenue impacts beyond those listed above

<sup>2</sup>Cleaning costs beyond costs reimbursed through Municipal Transit Enhancement Cleaning funding

<sup>3</sup>Additional COVID related operating costs beyond those listed above

<sup>4</sup>See workbook tab and/or comments for details

The Recipient attests to the following conditions from the drop-down menu, as outlined in Schedule A (General Terms and Conditions), paragraph 27.1(b) of the Transfer Payment Agreement,

Condition	Select
Has engaged or will engage, as requested and in a manner to be specified by the Province, including share information, with the Province to determine the benefit of optional consolidated procurement of specific COVID-19 pandemic related items.	
Has considered or will consider whether On-demand Microtransit, or other service innovations, would better serve low-performing, cancelled or new routes than traditional fixed-route service as part of the Recipient's regular service reviews.	

Has engaged or will engage, as requested and in a manner to be specified by the Province, with the Province or Metrolinx, or both, on lessons learned and capacity building to support future consideration of On-demand Microtransit by the Recipient.		
Has participated or will participate, as requested and in a manner to be specified by the Province, in discussions lead by the Province or Metrolinx, or both, on improved fare and service integration and work toward implementing options that would improve the rider experience.		
Has requested, in writing, provincial assistance in discussions to transform transit delivery between neighboring municipal governments, where there is a local interest and benefit to pursuing structural reforms.		

**Results Achieved with Provincial Funding:**

**Additional Comments:**

**Conclusion:**



**Recommended for payment:**

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**Date:**

**Recommended for payment:**

---

**Date:**

---

**[insert/print the name and title of the Recipient's  
authorized representative]**

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**[insert/print the name of the  
Director]  
Director, Ministry of Transportation**

<b>DEPARTMENT/ DIVISION</b>	Corporate Services & Long Term Care – Revenue	<b>REPORT NO.</b>	R 14/2021
<b>DATE PREPARED</b>	02/08/2021	<b>FILE NO.</b>	
<b>MEETING DATE</b>	03/22/2021 (mm/dd/yyyy)		
<b>SUBJECT</b>	2020 Provincial Budget - Property Tax Relief Measures for Businesses		

### **RECOMMENDATION**

WITH RESPECT to Report R 14/2021 (Corporate Services & Long Term Care – Revenue), we recommend that this report be received for information;

AND THAT with respect to the optional small business property sub-class, staff be directed to undertake a policy review and financial impact analysis following release of the regulations by the Province; and report back to Council with recommendations for the 2022 and subsequent taxation years.

### **EXECUTIVE SUMMARY**

On November 5, 2020, the Ontario Finance Minister delivered Ontario's 2020 Provincial Budget. The Budget included property tax relief measures to help mitigate the financial pressure on small businesses brought on by the Covid-19 Pandemic as outlined in this report.

### **DISCUSSION**

#### **Business Education Taxes**

The Province announced it would be lowering the commercial and industrial education property tax rates to 0.88% starting in 2021. This reduction will result in savings of \$1.7 million to businesses in Thunder Bay.

The commercial and industrial education rates in Thunder Bay were 0.98% in 2020. Therefore, businesses will see a 10.2% drop in the education rate. As shown below, for every \$100,000 in commercial or industrial assessment, the education taxes will be \$100 lower in 2021 compared to 2020.

	<b>Commercial/Industrial Assessment</b>	<b>Education Tax Rate</b>	<b>Education Taxes</b>	
<b>2020</b>	\$100,000	0.00980	\$	980.00
<b>2021</b>	\$100,000	0.00880	\$	880.00
<b>Change</b>	0	0.00100	\$	100.00

## **Ontario Property Tax and Energy Cost Rebate Program**

The Province announced a new Ontario Property Tax Rebate and Energy Costs Rebate Program. Businesses will be eligible to receive a rebate of their property taxes and energy costs for the period in which they were required to close or significantly restrict services due to modified Stage 2 public health restrictions or, in areas categorized as “Control” or “Lockdown”, or due to Province-wide Shutdown public health measures.

This property tax relief measure is administered by the Province and does not require municipal participation to be implemented.

### **Optional Small Business Sub-class**

Effective 2021, changes to the Assessment Act will provide the ability for municipalities to create a small business property sub-class. This sub-class will allow for a lower rate of taxation to be applied to eligible small business properties. The parameters for determining eligibility will be at the discretion of each municipality. The minimum/maximum reductions are expected to be set by regulation and the amount of the reduction within those parameters, determined by Council. The Province has indicated that it may provide matching relief in the form of education tax reduction.

#### Timing

Administration has concluded that implementation of the optional small business property sub-class in 2021 is not possible.

- Provincial regulations that would allow for the adoption of a small business sub-class have not yet been enacted, making it impossible to determine financial impacts or possible benefits to businesses in 2021.
- Staff are finalizing 2021 property tax policies that will be presented to Council in late April.
- It is estimated that a 4-6 month timeline is needed following the passing of the necessary regulations in order to complete the necessary modelling and undertake appropriate consultation with respect to the implementation of an optional small business property sub-class.
- A rushed implementation could potentially create inequities and foster animosity between businesses, residents, and municipalities, as properties excluded from the sub-class could be the subject of property tax appeals.

#### Tax Policy Objectives

While this initiative allows municipalities to provide targeted relief to small businesses, it is important to note, this is not meant to be used as a temporary measure, as it is a tax policy decision that will extend beyond the COVID-19 pandemic.

In 2019, Council passed a long-term tax strategy that is focused on reducing the commercial, industrial, and multi-residential tax ratios, which are all higher than the provincial averages. The small business sub-class should be reviewed in conjunction with the long-term tax strategy to determine if implementation of the optional sub-class supports the City's long-term strategic objectives.

### Implementation Considerations

Adopting the optional small business subclass, should be considered and established with extreme care.

There are a number of implementation considerations.

***Eligibility*** is to be determined by municipalities.

- Business properties exist in both the broad commercial and industrial property classes, and a small business sub-class could be established in one or both classes.
- How is a “small business” defined? - options include: number of employees, by property value, by a class of businesses, by businesses within a geographic area (e.g. located in a BIA), by sales revenue, and others.
- Will eligibility be application-based or automatic inclusion if eligibility test is met?
- How will the properties be captured in the assessment roll? – consultation with the Municipal Property Assessment Corporation will be required.

***Tax shifts onto other properties:*** Lowering the tax rate for a small business sub-class shifts the property tax burden onto other properties.

***Implementation costs:*** There could be incremental costs associated with the implementation of the small business sub-class such as system programming, eligibility testing, and administration.

### **Review of Ontario's Property Assessment and Taxation System**

The Province is in the process of conducting a review of Ontario's property tax and assessment system. The review is exploring opportunities to support a competitive business environment, enhance the accuracy and stability of property assessments, and strengthen the governance and accountability of MPAC. The consultation process is ongoing, and the Province will continue consultations with municipalities to seek input through the Property Assessment and Taxation Review Municipal Advisory Committee.

### ***FINANCIAL IMPLICATION***

Any municipal property tax reductions for small businesses if an optional sub-class was created would be funded through a redistribution of municipal property taxes onto other classes of property.

There could be incremental costs associated with the implementation of the small business sub-class such as system programming, eligibility testing, and administration.

### ***CONCLUSION***

It is concluded that this report be received for information purposes.

It is also concluded that the regulation for the Optional Small Business Subclass be reviewed when published, and options and a recommendation reported to Council for consideration prior to the 2022 Tax Policy Report.

### ***BACKGROUND***

The *Municipal Act, 2001* sets out, in a prescriptive manner, the rules governing property taxation in Ontario. These rules include establishing tax ratios on an annual basis. Tax ratios determine the municipal tax burden for the various property classes relative to that of the residential class. The residential class has a tax ratio of 1.00 and tax ratios for all other property classes are expressed in relation to the residential ratio.

In 2019, Council approved a Long Term Tax Strategy that is designed to reduce business property tax ratios to enhance long-term stability and achieve greater fairness and relative competitiveness over time.

***PREPARED BY: KATHLEEN CANNON, DIRECTOR - REVENUE***

THIS REPORT SIGNED AND VERIFIED BY:	DATE:
Linda Evans, GM Corporate Services & Long Term Care, City Treasurer	March 11, 2021

# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	Corporate Services & Long Term Care - Revenue	<b>REPORT NO.</b>	R 16/2021
<b>DATE PREPARED</b>	02/12/2021	<b>FILE NO.</b>	
<b>MEETING DATE</b>	03/22/2021 (mm/dd/yyyy)		
<b>SUBJECT</b>	Property Tax Accounts with 2019 Arrears		

## **RECOMMENDATION**

WITH RESPECT to Report R 16/2021 (Corporate Services & Long Term Care - Revenue), we recommend the registration of tax arrears certificates against the properties as shown in Attachment A to this Report for which real property tax is owing for a period of over two years unless taxes are paid by the registration date;

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

## **EXECUTIVE SUMMARY**

The purpose of this Report is to seek approval for the registration and sale of the lands for which taxes are over two years in arrears totaling \$4,386,247.79. The affected properties are listed in Attachment A to this Report.

## **DISCUSSION**

Under Section 373 Municipal Act 2001, if a property is two years in tax arrears, the Treasurer of the municipality, unless otherwise directed by the municipality, may prepare and register a tax arrears certificate against the title to that land, thereby starting the Municipal Tax Sale process.

Once a tax arrears certificate is registered, the property owner/interested party, has one year to pay the property tax account in full (cancellation price), or enter into an extension agreement.

If the cancellation price is not paid or an extension agreement is not executed within one year of the tax arrears certificate being issued, the property shall be offered for public sale.

City Council, by resolution, may authorize the municipality to bid or submit a tender on the property in a public sale provided there is a municipal purpose for its use.

If there is no successful purchaser of the property, the Treasurer may prepare and register, in the name of the municipality, a notice of vesting in accordance with S. 379 of the Municipal Act

2001. The Treasurer's decision to Vest a property is guided by the City's Corporate Tax Sale Vesting Policy.

The tax sale process may be terminated where, in the opinion of the Treasurer, it is not in the financial interest of the municipality to continue the proceedings.

Attachment A is a listing of 389 properties to be registered totaling \$4,386,247.79, which represents 2.0% of the 2019 tax levy. A tax certificate will be registered on these properties unless otherwise directed by Council or unless payment is received in the interim.

Historically, the majority of properties registered for tax sale are paid before the redemption date. In most cases, taxes are paid by mortgagees who are notified of the arrears upon registration of a tax arrears certificate.

In addition, extension agreements are entered into to avoid the tax sale process. There are currently twenty-one such agreements in place.

All accounts are over two years in arrears. In addition to regular statements, collection letters were mailed to owners outlining payment requirements and the implication of non-payment; and in several cases, telephone contact was made.

### ***FINANCIAL IMPLICATIONS***

There are no financial implications.

### ***CONCLUSION***

It is concluded that since all procedures for collection have been exhausted on the properties noted in Attachment A, for which taxes are now over two years in arrears, tax arrears certificates should be registered against the properties.

**BACKGROUND**

For Council's information, statistics pertaining to tax registration for 2019 properties as well as for the previous ten years are as follows:

**NON-RESIDENTIAL PROPERTIES**

Year Approved for Registration	Arrears Year	No. of Properties	Total Arrears Balance	Percent of Tax Levy
2012	2009	26	1,144,227	0.6
2013	2010	8	423,491	0.2
2014	2011	20	395,155	0.2
2015	2012	28	808,636	0.4
2016	2013	30	1,996,684	1.1
2017	2014	32	672,914	0.3
2018	2015	26	691,592	0.3
2018	2016	38	438,768	0.2
2019	2017	45	709,959	0.3
2020	2018	34	826,987	0.4
2021*	2019	51	2,447,101	0.9

\*Recommended

**RESIDENTIAL PROPERTIES**

Year Approved for Registration	Arrears Year	No. of Properties	Total Arrears Balance	Percent of Tax Levy
2012	2009	96	572,721	0.3
2013	2010	60	482,055	0.3
2014	2011	113	776,823	0.4
2015	2012	95	1,050,013	0.6
2016	2013	83	542,235	0.3
2017	2014	149	1,081,793	0.6
2018	2015	152	1,173,087	0.6
2018	2016	199	971,017	0.5
2019	2017	298	1,819,525	0.9
2020	2018	232	1,663,825	0.8
2021*	2019	338	1,939,147	1.1

\*Recommended



**TOTAL PROPERTIES**

Year Approved for Registration	Arrears Year	No. of Properties	Total Arrears Balance	Percent of Tax Levy
2012	2009	122	1,716,948	0.9
2013	2010	68	905,546	0.5
2014	2011	133	1,171,978	0.6
2015	2012	123	1,858,649	1.0
2016	2013	113	2,538,919	1.4
2017	2014	181	1,754,707	0.9
2018	2015	178	1,864,679	0.9
2018	2016	237	1,409,785	0.7
2019	2017	343	2,529,484	1.2
2020	2018	266	2,490,812	1.2
2021*	2019	389	4,386,248	2.0

\*Recommended

***REFERENCE MATERIAL ATTACHED:***

Attachment A - List of Properties to be registered for 2019 Tax Arrears Under the  
Municipal Act, 2001.

***PREPARED BY: CHANTAL HARRIS***

THIS REPORT SIGNED AND VERIFIED BY:	DATE:
Linda Evans, GM Corporate Services & Long Term Care, City Treasurer	March 10, 2021

**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
UNDER THE MUNICIPAL ACT, 2001**

ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2020	CLASS
01001013370000	101 - 50 WATER ST S	THUNDER BAY CONDO PLAN 33 LEVEL 1 UNIT 2 LEVEL A UNIT 30 PARKING LEVEL A UNIT 31 PARKING	8,427.39	RESIDENTIAL
01001086000000	24 - 24 COURT ST S	TOWN PLOT N PARK S PT LOT 6	27,102.84	COMMERCIAL
01001170050000	2240 SLEEPING GIAN PKY	TOWN PLOT OF PRINCE ARTHUR'S LANDING PT WATER LOTS IN FRONT LOTS 3 TO 5 PT PARK ST PT LORNE ST RP 55R13363 PT LORNE ST RP 55R13363 PARTS 10 AND 11 RP 55R13642	865,277.03	COMMERCIAL
01001170580000	1606 - 2280 SLEEPING GIAN PKY	TBSCP 52 LEVEL 6 UNIT 8 LEVEL A UNIT 56 PKG LEVEL A UNIT 74 LKR IRREG	7,276.12	RESIDENTIAL
01003054000000	349 VAN NORMAN ST	PT PARK LOT 6 S VAN NORMAN PCL 5844	5,382.56	RESIDENTIAL
01005074000000	402 AMBROSE ST	PLAN 191 LOT 29	7,509.82	RESIDENTIAL
01005075000000	404 AMBROSE ST	PLAN 191 LOT 30	7,097.15	RESIDENTIAL
01005110000000	467 ST PATRICK'S SQ	PLAN 198A LOT 2	12,854.28	RESIDENTIAL
01006073000000	361 LARK ST	PLAN 1536 LOT 14 W PT LOT 15	6,983.91	RESIDENTIAL
01007073000000	127 ALGOMA ST S	PLAN 1120 LOT 26 TO 32	12,875.37	COMMERCIAL
01007081000000	135 ALGOMA ST S	PLAN 1120 LOT 35	9,143.37	COMMERCIAL
01008065000000	261 PEARL ST	PLAN 95 1/2 3 S PEARL S PEARL W26FT OF LOT 2	5,816.71	RESIDENTIAL
01008067000000	267 PEARL ST	PLAN 95 1/2 3 S PEARL S PEARL LOT 4	5,200.35	RESIDENTIAL
01009068000000	2 JOHNSON AVE	PLAN 1720 LOT 31 TO 32	8,435.00	RESIDENTIAL
01009077000000	21 JOHNSON AVE	PLAN 1720 LOT 41	5,477.48	RESIDENTIAL
01010022000000	254-254 BAY ST	PLAN 359 S1/2 LOT 9	7,147.44	COMMERCIAL, RESIDENTIAL
01010041000000	39 MACHAR AVE	PLAN 204 LOT 6 PT MACHAR AVE	1,745.02	RESIDENTIAL
01011085000000	178 MACHAR AVE	PLAN 159 LOT 24 TO 25	4,855.70	RESIDENTIAL

**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
UNDER THE MUNICIPAL ACT, 2001**

<b>ROLL NUMBER</b>	<b>ADDRESS</b>	<b>LEGAL DESCRIPTION</b>	<b>OWING AS AT DECEMBER 31, 2020</b>	<b>CLASS</b>
01011092000000	263 ALGOMA ST S	PLAN 159 LOT 33	2,574.92	RESIDENTIAL
04206068000000	305 BROCK ST E	TOWN PLOT N/S BROCK PT LOT	7,971.46	RESIDENTIAL
01011131000000	280 ALGOMA ST S	PLAN 132 LOT 33	11,443.44	COMMERCIAL
01012027000000	166 SECORD ST	PLAN 111 LOT 28	2,629.64	RESIDENTIAL
01012091000000	228 SECORD ST	PLAN 147 LOT 26	7,091.66	RESIDENTIAL
01014007000000	66 ONTARIO ST	PLAN 122 BLK A LOT 7 TO 8	6,089.09	RESIDENTIAL
01014029000000	185 BANNING ST	PLAN 122 BLK A LOT 45	5,018.59	RESIDENTIAL
01014041000000	155 BANNING ST	PLAN 122 BLK A LOT 57	4,532.95	RESIDENTIAL
01016032000000	195 HILL ST S	PLAN M34 LOT 182 PCL 19287	7,945.53	RESIDENTIAL
01018038000000	169 RUPERT ST	PLAN M34 LOT 74 PCL 6401	4,280.99	RESIDENTIAL
01022044000000	109 WINDEMERE AVE S	PLAN 171 BLK 4 LOT 22	3,456.77	RESIDENTIAL
01024086000000	755 RED RIVER RD	PLAN 171 BLK 20 PT LOT 19 & 20	4,113.05	RESIDENTIAL
01025011000000	287 KENOGAMI AVE S	PLAN 171 BLK 11 LOT 34 TO 35	3,891.67	RESIDENTIAL
01029004120000	218 SEQUOIA DR	PLAN M310 LOT 56	8,066.41	RESIDENTIAL
01029004700000	125 SEQUOIA CRES	PLAN M310 LOT 85	9,586.89	RESIDENTIAL
01029009300000	199 BLUCHER AVE	PLAN M258 BLK 9 PT LOT 4 55R763 PART 7 PCL15213	2,949.97	RESIDENTIAL
01031088000000	356 FRANKWOOD AVE	PLAN 228 LOT 242	5,111.43	RESIDENTIAL
01032156000000	1435 BALMORAL ST	PLAN 266 S PT LOT 7 N PT LOT 8	4,272.62	RESIDENTIAL
01032160000000	1425 BALMORAL ST	PLAN 266 S PT LOT 12 N PT LOT 13	3,738.19	RESIDENTIAL
01032192000000	625 OLIVER RD	PLAN 610 LOT 5 TO 6 LANE 55R1978 PART 2	7,129.21	RESIDENTIAL
01032194000000	635 OLIVER RD	PLAN 610 LOT 8 PTN OF LANE RP55R1978 (W32.13') PART 1	6,486.60	RESIDENTIAL

**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
UNDER THE MUNICIPAL ACT, 2001**

ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2020	CLASS
01032291660000	558 PASTEUR RD	CONDO PLAN 3 LEVEL 1 UNIT 48 BLDG 12	3,757.10	RESIDENTIAL
01032291700000	538 PASTEUR RD	CONDO PLAN 3 LEVEL 1 UNIT 40 BLDG 10	3,634.59	RESIDENTIAL
01032291720000	528 PASTEUR RD	CONDO PLAN 3 UNIT 36 BLDG 9	3,630.61	RESIDENTIAL
01032295350000	312 - 630 SHERRINGTON DR	THUNDER BAY CONDO PLAN 28 LEVEL 3 UNIT 3	2,762.75	RESIDENTIAL
01034084000000	306 HIGH ST S	PLAN 147 BLK 11 LOT 10	8,794.31	RESIDENTIAL
01034140000000	379 OLIVER RD	PLAN 733 LOT 5 TO 10	35,875.03	COMMERCIAL
01034148000000	284 SECORD ST	PLAN 147 BLK 26 LOTS 12 TO 14	18,814.72	COMMERCIAL
01034152000000	171 ONTARIO ST	PLAN 147 BLK 26 LOT 21 TO 22	8,085.45	RESIDENTIAL
01035004000000	300 SOUTH WATER ST	PL 147 BLK 36 LT 1 E PT LT 2 & BLK 38 LT 2 PT LT 3 PL 572 LTS 10 & 12 PT LTS 5 TO 8 11 45 TO 50 PTN QUEEN ST CLSD	64,651.23	COMMERCIAL
01035009100000	295 COURT ST S	PLAN 572 PT LOT 49-51 PLAN 147 BLK 35 PT LOT 1 2 3 & 4 & PT LANE RP 55R10246 PARTS 3 4 7 & 8	16,564.89	COMMERCIAL
01035036000000	274 INCHQUIN ST	PLAN 527 LOTS 73 75 77 79 PT LOTS 54 56 58 80 TO 82 PLAN 147 PT BLK 35 PT LOTS 2 TO 4 RP 55R12031 PART 1 & 5	17,281.84	COMMERCIAL
01035111000000	441 MARKLAND ST	PLAN 716 LOT 11	4,719.34	RESIDENTIAL
01035206000000	412 HIGH ST S	PLAN 147 BLK 15 LOT 9	3,117.20	RESIDENTIAL
01036056000000	315 SPOFFORD ST	PLAN 147 BLK 30 LOT 12	4,841.44	RESIDENTIAL
01036230000000	332 SECOND AVE	PLAN 8 BLK 27 LOT 34	5,688.79	RESIDENTIAL
01036251010000	460 FORT WILLIAM RD	PLAN 8 BLK 28 LOT 25 TO 26	6,718.19	RESIDENTIAL
01037184000000	565 11TH AVE	PLAN M42 LOT 2222 TO 2225 & RP 55R9307 PART 2	19,633.37	COMMERCIAL
01037194000000	556 11TH AVE	PLAN M42 LOT 2304 TO 2309 PT N LANE AT RR	30,826.96	COMMERCIAL
01037393000000	913 EIRA ST	PLAN M57 LOTS 3049 TO 3052 & PT LANE RP	39,367.35	COMMERCIAL

**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
UNDER THE MUNICIPAL ACT, 2001**

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		55R10534 PART 1 & 2 PCL 25997 TBF		
01037594000000	415 FIFTH AVE	PLAN 8 BLK 7 LOT 27 TO 29	3,970.71	RESIDENTIAL
01037609000000	564 HIGH ST S	PLAN 8 BLK 8 LOT 13	3,554.57	RESIDENTIAL
01038075000000	238 VILLA ST	PLAN 1277 LOT 14 TO 15	9,888.13	RESIDENTIAL
01040034000000	46 JEAN ST	PLAN 1262 LOT 3	5,854.17	RESIDENTIAL
01040076000000	375 TUPPER ST	PLAN 1689 E PT LOT 7 W PT LOT 8	5,943.03	RESIDENTIAL
01041014000000	54 JEAN ST	PLAN 116 S PT LOT 1	3,091.21	RESIDENTIAL
01041055000000	116 JEAN ST	PLAN 1268 BLK 2 LOT 10 TO 11	17,008.42	RESIDENTIAL
01044121000000	27 STOKES ST	PLAN 192 LOT 46	4,623.74	RESIDENTIAL
01044130000000	26 STOKES ST	PLAN 192 LOT 58 TO 59	7,738.05	RESIDENTIAL
01046011000000	483 TUPPER ST	PLAN 157 PT LOT 23 E DUKE	4,809.74	RESIDENTIAL
01046072000000	165 HILL ST N	PLAN 157 W PT LOT 25 W PT LOT 26 E HILL	3,071.48	RESIDENTIAL
01047054000000	248 - 250 HIGH ST N	PLAN 436 LOT 1 TO 2 CORNER	21,518.40	RESIDENTIAL
01047063000000	226 HIGH ST N	PLAN 436 LOT 13 TO 14	3,807.15	RESIDENTIAL
01050109000000	137 ROCKWOOD AVE N	PLAN M30 LOT 606 S PT LOT 607	3,316.99	RESIDENTIAL
01051007000000	182 ROCKWOOD AVE N	PLAN 372 LOT 9 LOT 10	3,310.79	RESIDENTIAL
01051010000000	170 ROCKWOOD AVE N	PLAN 372 LOT 15 TO 16	8,252.40	RESIDENTIAL
01052108000000	70 EMPRESS AVE N	PLAN 372 LOT 386 TO 387	4,089.56	RESIDENTIAL
01053104000000	720 RED RIVER RD	PLAN 372 LOT 413 TO 414 CORNER	11,011.43	COMMERCIAL
01053105000000	740 RED RIVER RD	PLAN 372 LOT 415 TO 417 CORNER	8,875.55	COMMERCIAL
01053107000000	5 KENOGAMI AVE N	PLAN 372 LOT 418	556.11	COMMERCIAL

**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
UNDER THE MUNICIPAL ACT, 2001**

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01054022000000	0 MELON ST	PLAN 809 S PT LOT 1 RP 55R924 PARTS 1 TO 4	1,253.54	RESIDENTIAL
01056080000000	6 EMMERSON AVE	PLAN 131 LOT 22 TO 23	13,882.36	RESIDENTIAL
01057006000000	225 ST JAMES ST	PLAN 579 BLK C LOT 15	1,631.70	RESIDENTIAL
01057027000000	183 ST JAMES ST	PLAN 579 BLK E E PT LOT 4 TO 5	5,362.98	RESIDENTIAL
01057032000000	26 FRONT ST	PLAN 579 BLK E N PT LOT 7	2,876.63	RESIDENTIAL
01057061000000	251 WOLSELEY ST	PLAN 444 BLK L LOT 3	5,624.68	RESIDENTIAL
01058045000000	306 RIVER ST	PLAN 121 BLK 1 LOT 4	5,554.91	RESIDENTIAL
01058059000000	329 ARGYLE ST	PLAN 461 LOT 12	4,590.93	RESIDENTIAL
01058123820000	304 - 186 ALGOMA ST N	THUNDER BAY CONDO PLAN 29 LEVEL 4 UNIT 4 LEVEL 1 UNIT 31 PARKING IP31	6,773.76	RESIDENTIAL
01061014000000	245 MCINTYRE ST	PLAN 579 BLK N W PT LOT 9	6,558.45	RESIDENTIAL
01061034000000	250 CUMBERLAND ST N	PLAN 579 BLK N LOT 26	4,711.04	COMMERCIAL
01061075000000	292 CUMBERLAND ST N	PLAN 579 BLK O LOT 25 TO 26	4,734.04	COMMERCIAL
01061077000000	284 CUMBERLAND ST N	PLAN 579 BLK O LOT 27 N25'OF 28	7,307.44	COMMERCIAL
01061129000000	116 FRONT ST	PLAN 579 BLK W LOT 10	3,277.12	RESIDENTIAL
01062044000000	409 EGAN ST	PLAN 121 BLK 15 LOT 4 W PT LOT 5	20,264.96	MULTI-RESIDENTIAL
01063081000000	245 STEPHENS ST	PLAN 197 LOT 21	1,653.95	RESIDENTIAL
01063090000000	328 CUMBERLAND ST N	PLAN 579 BLK T LOT 30	14,686.64	COMMERCIAL
01064006000000	222 STEPHENS ST	PLAN 121 BLK 46 LOT 9	6,081.74	RESIDENTIAL
01064043000000	425 COURT ST N	PLAN 121 BLK 47 LOT 16	5,869.85	RESIDENTIAL
01064122000000	174 MUNRO ST	PLAN 121 BLK 58 LOT 1 TO 6	3,351.34	INDUSTRIAL

**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
UNDER THE MUNICIPAL ACT, 2001**

<b>ROLL NUMBER</b>	<b>ADDRESS</b>	<b>LEGAL DESCRIPTION</b>	<b>OWING AS AT DECEMBER 31, 2020</b>	<b>CLASS</b>
01064123000000	389 CUMBERLAND ST N	PLAN 121 BLK 58 LOT 7	4,467.45	RESIDENTIAL
01066045000000	458 CUMBERLAND ST N	PLAN 739 BLK 51 LOT 3 TO 4	6,951.78	RESIDENTIAL
01067003000000	478 CUMBERLAND ST N	PLAN 121 BLK 52 LOT 3	2,790.48	RESIDENTIAL
01067004000000	474 CUMBERLAND ST N	PLAN 121 BLK 52 LOT 4	2,739.23	RESIDENTIAL
01067078000000	593 HELEN ST	PLAN 425 BLK 55 LOT 27	2,887.50	RESIDENTIAL
01068107000000	98 BENTWOOD DR	PLAN M188 LOT 81	8,009.05	RESIDENTIAL
01068179000000	434 RIVER ST	PLAN 203 W PT LOT 43 W PT LOT 44	7,982.65	RESIDENTIAL
01069025000000	50 BALSAM ST	PLAN 230 LOT 1 N PT LOT 2	6,521.71	RESIDENTIAL
01071116000000	102 BRUCE ST	PLAN M18 LOT 48 TO 49 PCL 2424	6,949.52	RESIDENTIAL
01073011000000	367 MADELINE ST	PLAN M184 N PT LOT 10 PCL 5262	7,216.55	RESIDENTIAL
01075022000000	30 HULL AVE	PLAN M25 BLK 2 LOT 8 PT LOT 7 55R2667 PART 1 PCL 5095 PAF & 17669 TBF	4,004.30	RESIDENTIAL
01075141000000	89 HULL AVE	PLAN M25 BLK 10 LOT 22 W PT LOT 23 RP 55R1707 PART 3 & 4 PCL 19360 TBF	7,403.87	RESIDENTIAL
01075217000000	136 MINOT AVE	PLAN M25 BLK 21 LOTS 6 TO 11 PT MINOT AVENUE AND RP 55R14275 PART 1	2,624.23	RESIDENTIAL
01075315000000	271 WARDROPE AVE	PLAN M25 BLK 45 LOT 30 TO 34 PCL 2317 SEC PAF	11,001.92	RESIDENTIAL
01076006000000	194 ALBANY ST	PLAN 213 LOT 25 TO 26	5,795.77	RESIDENTIAL
01077050000000	111 HOURIGAN CRES	PLAN 819 LOT 38	4,593.33	RESIDENTIAL
01077132000000	164 MARGARET ST	PLAN 527 LOT 11 TO 12	5,577.95	RESIDENTIAL
01078077000000	37 BURRISS ST	PLAN 256 LOT 128 N PT LOT 129	6,531.45	RESIDENTIAL

**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
UNDER THE MUNICIPAL ACT, 2001**

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01079253000000	584 BALSAM ST	PLAN 186 LOT 13 TO 16	1,982.16	RESIDENTIAL
01080034000000	101 BURRISS ST	PLAN 374 LOT 100 PT LOT 99 55R1500 PART 1	7,073.74	RESIDENTIAL
01080073010000	375 SHUNIAH ST	PLAN 671 N PT LOT 4	13,531.95	RESIDENTIAL
01080100000000	172 BURRISS ST	PLAN 671 N PT LOT 13	5,781.86	RESIDENTIAL
01080111000000	124 BURRISS ST	PLAN 671 S PT LOT 16	4,173.71	RESIDENTIAL
01080142000000	132 PENFOLD ST	PLAN 671 N PT LOT 24	3,237.35	RESIDENTIAL
01082105000000	80 VERA AVE	PLAN 208 E PT LOT 102 W PT LOT 103	6,099.43	RESIDENTIAL
01083024000000	537 EGAN ST	PLAN 139 S PT LOT 33	3,825.04	RESIDENTIAL
01084057000000	823 NIAGARA AVE	PLAN 363 LOT 30 E PT LOT 29	8,218.18	RESIDENTIAL
01085028420000	117 EGAN PL	PLAN 860 LOT 22	8,980.08	RESIDENTIAL
01085051000000	350 SHUNIAH ST	PLAN 647 LOT 36 TO 37	4,070.70	RESIDENTIAL
01085156560000	309-500 TOLEDO ST	T BAY CONDO PLAN 15 LEVEL 4 UNIT 9	3,534.12	RESIDENTIAL
01085201000000	833 NEWPORT AVE	PLAN 364 LOT 278 W PT LOT 279	5,720.81	RESIDENTIAL
01086055100000	0 LESLIE AVE	PLAN 239 PT LOT 206	411.57	RESIDENTIAL
01087058000000	347 HODDER AVE	PLAN 250 LOT 111 TO 112	7,579.70	RESIDENTIAL
01087075000000	314 GRENVILLE AVE	PLAN 775 LOT 11	3,507.88	RESIDENTIAL
01088102000000	467 ADAMS ST	PLAN 511 LOT 10	3,985.32	RESIDENTIAL
01089093000000	308 DEWE AVE	PLAN 269 LOT 44 PT LOT 43	5,660.87	RESIDENTIAL
01090090000000	414 RITA ST	PLAN 235 LOTS 122 TO 123 W PT LOT 124	5,794.06	RESIDENTIAL
01091122000000	429 HODDER AVE	PLAN 546 LOT 79 N PT LOT 78	3,289.80	RESIDENTIAL



**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
UNDER THE MUNICIPAL ACT, 2001**

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01093071000000	497 GRENVILLE AVE	PLAN 523 LOT 88	2,371.56	RESIDENTIAL
01093108000000	503 HODDER AVE	PLAN M50 LOT 3 TO 4	5,519.97	RESIDENTIAL
01095071000000	305 RONA ST	PLAN M111 E PT LOT 3	5,017.54	RESIDENTIAL
01095096000000	781 HODDER AVE	PLAN M111 S PT LOT 13 PCL119	5,555.80	RESIDENTIAL
01095141000000	316 RONA ST	PLAN M111 LOT E 48 TO 49 PCL 5529	4,597.24	RESIDENTIAL
01096074000000	119 STRATHCONA AVE	PLAN 789 LOT 74	4,530.27	RESIDENTIAL
01097067000000	550 SHIPYARD DR	PT ML 4 6 PT WL 5P PT RD ALLOW RP 55R9432 PARTS 1 TO 37 40 TO 42 RP 55R9650 PART 1 RP 55R11047 PARTS 1 AND 2	852,440.65	INDUSTRIAL
02098043000000	2662 OLIVER RD	PLAN 630 LOT 4 LESS HWY	8,998.60	RESIDENTIAL
02098076040000	165 KLINE RD	PLAN 630 PT LOTS 29 TO 32 PT UNNAMED RD RP 55R12898 PARTS 1 AND 2	6,575.97	RESIDENTIAL
02098154000000	2307 OLIVER RD	PLAN 708 LOT 6 LESS HWY	7,333.90	RESIDENTIAL
02099062220000	110 DOGWOOD CRES	PLAN 55M637 LOT 22	1,783.09	RESIDENTIAL
02099143200000	223 VALLEY ST	PLAN 547 PT LOTS 150 & 151 RP 55R12825 PART 7	10,802.06	RESIDENTIAL
02099172000000	355 VALLEY ST	PLAN 547 PT LOT 184 & 185 RP 55R4755 PART 1	8,852.98	RESIDENTIAL
02099209610000	231 FAIRWINDS WAY	PLAN 55M615 LOT 41	14,008.05	RESIDENTIAL
02099228000000	1935 - 1947 JOHN STREET RD	ML I PT LESS RD ALLOW	10,296.74	COMMERCIAL
02099261000000	1597 JOHN STREET RD	PLAN 398 PT LOT 11	2,996.93	RESIDENTIAL
02099342050000	0 MERCIER ST	PLAN 371 PT LOT 7	343.58	RESIDENTIAL
02099344680000	208 MERCEDES DR	PLAN 55M569 LOT 10 INCL BLK 26	7,184.19	RESIDENTIAL
02099350540000	304 LONGBOW ST	PLAN 55M603 LOT 27 PCL 27-1	8,245.35	RESIDENTIAL
02099351180000	115 NOTTINGHAM CRES	PLAN 55M550 LOT 10	14,121.76	RESIDENTIAL

**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
UNDER THE MUNICIPAL ACT, 2001**

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02099398000000	1424 JOHN STREET RD	PLAN 624 LOT 3	16,767.90	COMMERCIAL
02099477500000	819 COMMUNITY HALL RD	ML O PT RP 55R8512 PART 13 & 14	7,311.12	RESIDENTIAL
02100017000000	6699 MAPLEWARD RD	CON A PT LOT 23 RP 55R6869 PART 2 TO 4	7,423.46	RESIDENTIAL
02100082500000	254 SHIRLEY RD	CON B W PT LOT 18 RP 55R8489 PART 1	8,079.60	RESIDENTIAL
02100090000000	185 SHIRLEY RD	PLAN 709 LOT 7	3,900.16	RESIDENTIAL
02100153030000	1554 MELBOURNE RD	SECTION 7 PT SE1/4 RP 55R5724 PART 2 PCL 13407	7,970.62	RESIDENTIAL
02100168000000	217 KIVIKOSKI RD	SECTION 9 PT NE1/4 RP 55R6612 PART 10 PCL 23286	8,997.13	RESIDENTIAL
02100168350000	7240 MAPLEWARD RD	SECTION 9 PT NE1/4 RP 55R6612 PART 3 PCL 23279	2,117.52	RESIDENTIAL
02100181000000	7117 MAPLEWARD RD	SECTION 9 NPT PCL 12518	6,296.58	RESIDENTIAL
02100213000000	NO MUNICIPAL ADDRESS	PLAN 570 LOT 15	258.92	RESIDENTIAL
02100326000000	1932 DAWSON RD	PLAN 622 PT LOT 2	5,434.02	RESIDENTIAL
02100379000000	3095 ALICE AVE	PT ML 22 WHITES SURVEY	5,165.68	RESIDENTIAL
02100400750000	2301 GOVERNMENT RD	ML24 W1/2 OF SE1/4 LESS RP 55R4133 PART 1 TO 4	7,464.91	RESIDENTIAL
02100470800000	3511 GOVERNMENT RD	ML 31 PT SW 1/4	10,060.32	RESIDENTIAL
02100471010000	3533 GOVERNMENT RD	ML 31 PT SW1/4 RP 55R9484 PART 2	13,289.53	RESIDENTIAL
02101082000000	244 BURWOOD RD	PLAN 760 PT LOT 19	1,750.75	RESIDENTIAL
02101695000000	136 OXFORD ST	PLAN 778 PT LOT 27 RP 55R8109 PT PARTS 3 AND 4 RP 55R10038 PARTS 1 AND 4 RP 55R9673 PARTS 1 AND 3	9,020.46	RESIDENTIAL
02101720500000	499 RYERSON CRES	PLAN M323 LOT 112	4,931.62	RESIDENTIAL
02101728060000	246 FANSHAW ST	PLAN M324 LOT 316	3,992.12	RESIDENTIAL
02101734630000	204 - 147 FANSHAW ST	THUNDER BAY CONDO PLAN 42 LEVEL 2 UNIT 4 LEVEL A UNIT 28	7,033.75	RESIDENTIAL

**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
UNDER THE MUNICIPAL ACT, 2001**

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02102066010000	251 REGINA AVE	PLAN 634 PT LOT 61 55R1471 PART 1	8,539.82	RESIDENTIAL
02102165000000	425 REGINA AVE	PLAN 643 PT LOT 154 55R1680 PART 1	7,423.17	RESIDENTIAL
02102296300000	438 CHELSEA CRES	PLAN M298 LOT 56	18,497.29	RESIDENTIAL
02102307100000	169 MASTERS ST	PLAN 793 PT LOT 6 RP 55R4880 PART 1 3 & 4	8,708.96	RESIDENTIAL
02102325000000	340 FASSINA ST	PLAN 793 PT LOT 24 RP 55R9049 PART 4	6,233.18	RESIDENTIAL
02102402000000	201 TOIVO ST	PLAN 761 PT LOT 26 55R1742 PART 1	10,527.14	RESIDENTIAL
02102431900000	320 MASTERS ST	PLAN 761 PT LOT 50 RP 55R3603 PART 2	8,394.15	RESIDENTIAL
02102494120000	141 COUNTY BLVD	PLAN M307 LOT 11	4,843.99	RESIDENTIAL
02102494760000	204 ESSEX CRT	PLAN M307 LOT 75 PCL 75-1	6,981.13	RESIDENTIAL
02102495890000	272 PERTH CRES	PLAN M308 LOT 157	7,495.09	RESIDENTIAL
02102510900000	312 CANTERBURY CRES	PLAN 55M567 LOT 79	6,664.93	RESIDENTIAL
02102542930000	0 PAQUETTE RD	MCINTYRE PT MINING LOC R2 RP 55R14270 PARTS 7 AND 8	2,471.58	RESIDENTIAL
02102559590000	412 AQUAMARINE DR	PLAN 55M641 LOT 12	1,628.06	RESIDENTIAL
02102572090000	333 RUBY CRES	PLAN 55M626 LOT 36	9,011.81	RESIDENTIAL
02102593810000	371 BRANT ST	PLAN M331 PT LOT 556 RP 55R3476 PART 1 TO 3 PCL 556-1	5,245.49	RESIDENTIAL
02103311000000	340 WARDROPE AVE	PLAN M45 LOT 11 PCL 14122TBF CORNER	12,797.87	COMMERCIAL
02103394000000	336 MAXWELL AVE	PLAN M45 LOT 92	304.81	RESIDENTIAL
02103398000000	300 MAXWELL AVE	PLAN M45 LOT 96	272.19	RESIDENTIAL
02103400000000	286 MAXWELL AVE	PLAN M45 LOT 98 PCL 12794 TBF	175.90	RESIDENTIAL
02104043050000	872 MELBOURNE RD	SECTION 5 SPT PCL 24039 RP 55R2262 PART 3 PT	5,625.77	RESIDENTIAL

**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
UNDER THE MUNICIPAL ACT, 2001**

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02104100100000	0 HILLDALE RD	MCINTYRE PT N SECTION 19	568.23	RESIDENTIAL
02104197100000	521 ONION LAKE RD	W PT ML 23A RP 55R4718 PART 1	6,863.43	RESIDENTIAL
02105001000000	409 WHITE PARK RD	SECTION 29 SPT	14,047.01	RESIDENTIAL
02105026000000	835 GRATTON RD	PLAN 608 LOT 4	7,124.51	RESIDENTIAL
02105210000000	243 LAWRENCE RD	PLAN 501 LOT 6	1,452.14	RESIDENTIAL
02105222000000	260 THOMPSON RD	PLAN 501 PT LOT 15 RP 55R5048 PART 1	6,021.30	RESIDENTIAL
03106060000000	2455 WEST RIVERDALE RD	CON 1 SKR PT LOT 24	2,297.81	RESIDENTIAL
03106224000000	6135 LOCH LOMOND RD	CON 6 SKR LOT S792 FT N PT LOT 21	1,980.17	RESIDENTIAL
03106307000000	1560 RIVERDALE RD	PLAN 689 PT LOT 1 RP 55R1755 PART 3	2,813.34	RESIDENTIAL
03106307050000	1550 RIVERDALE RD	PLAN 689 PT LOT 1 55R1755 PARTS 5 & 6	10,823.70	RESIDENTIAL
03106322020000	1042 RIVERDALE RD	PLAN 55M462 LOT 3	15,244.58	RESIDENTIAL
03106331030000	110 KAMWOOD DR	PLAN 55M462 LOT 13	11,747.20	RESIDENTIAL
03107079000000	1715 GLENWOOD CRES	PLAN W-679 LOT 17	8,308.44	RESIDENTIAL
03108135050000	1945 20TH SIDE RD	PLAN 714 PT LOT 15 55R3045 PART 1	7,455.06	RESIDENTIAL
03108166000000	1300 MACHRAY AVE	PLAN 185 BLK 1 LOT 1 TO 10	228.68	RESIDENTIAL
03108170000000	1340 MACHRAY AVE	PLAN 185 BLK 1 LOT 39 TO 56	251.79	RESIDENTIAL
03108391000000	1735 ROSSLYN RD	PLAN 742 LOT 3	3,017.38	RESIDENTIAL
03109014630000	166 COUGAR CRES	PLAN 55M629 LOT 53	8,184.17	RESIDENTIAL
03109018000000	1281 ARTHUR ST W	CON 4 N/R S PT LOT 12	7,650.58	RESIDENTIAL
03109048090000	344 COUGAR CRES	PLAN 55M624 LOT 36	12,843.58	RESIDENTIAL

**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
UNDER THE MUNICIPAL ACT, 2001**

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03109071000000	3231 SIFTON AVE	PLAN 180 BLK 17 LOT 35 TO 36	6,014.20	RESIDENTIAL
03110044200000	2257 LACEWOOD DR	PLAN 55M519 LOT 23	15,191.37	RESIDENTIAL
03110083200000	2021 LAVAL ST	PLAN 55M544 LOT 5	10,473.95	RESIDENTIAL
03110133540000	121 MALIBU ST	PLAN 55M558 LOT 11 PCL 11-1	5,954.13	RESIDENTIAL
03110137060000	3296 FAIRVIEW AVE	PLAN M423 LOT 3	12,114.62	RESIDENTIAL
03110148770000	0 SANDPIPER DR	NEEBING CON 3 PT LOT 23 RP FWR8 PART 8 PCL 3848DFWF	519.29	RESIDENTIAL
04111104000000	518 MCBAIN ST	PLAN 54 BLK 56 LOT 6	2,552.97	RESIDENTIAL
04112028000000	538 MCDONALD ST	PLAN 54 BLK 50 LOT 1	4,360.64	RESIDENTIAL
04112034000000	529 MCTAVISH ST	PLAN 54 BLK 50 LOT 34 TO 35	4,560.51	RESIDENTIAL
04112059000000	539 MCLAUGHLIN ST	PLAN 54 BLK 51 LOT 40	2,584.42	RESIDENTIAL
04112066000000	523 MCLAUGHLIN ST	PLAN 54 BLK 51 LOT 32	3,521.91	RESIDENTIAL
04113048000000	638 MCLEOD ST	PLAN 54 BLK 43 N PT LOT 1	1,176.05	RESIDENTIAL
04113078000000	639 MCPHERSON ST	PLAN 54 BLK 43 LOT 20	2,877.33	RESIDENTIAL
04113100000000	613 MCBAIN ST	PLAN 54 BLK 42 N PT LOT 13	2,456.33	RESIDENTIAL
04113124000000	617 HARGRAVE ST	PLAN 54 BLK 41 LOT 13	4,628.32	RESIDENTIAL
04114029000000	625 MCTAVISH ST	PLAN 54 BLK 47 LOT 26	3,968.85	RESIDENTIAL
04114050000000	626 - 628 MCTAVISH ST	PLAN 54 BLK 46 LOT 5 TO 8	7,728.29	COMMERCIAL
04114078000000	617 MCLAUGHLIN ST	PLAN 54 BLK 46 LOT 28 TO 29	13,737.54	RESIDENTIAL
04114093000000	628 MCLAUGHLIN ST	PLAN 54 BLK 45 S PT LOT 3 BEING RP 55R9442 PT PART 1	6,112.71	RESIDENTIAL
04115001000000	819 MCLAUGHLIN ST	PLAN W-57 BLK 19 LOT 10 PT LOT 11 RP 55R9054 PART 1	4,593.41	COMMERCIAL
04115011000000	814 MCLAUGHLIN ST	PLAN 57 BLK 18 LOT 26 TO 27	3,269.98	RESIDENTIAL

**CITY OF THUNDER BAY  
REVENUE DIVISION  
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2019 TAX ARREARS  
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<b>ROLL NUMBER</b>	<b>ADDRESS</b>	<b>LEGAL DESCRIPTION</b>	<b>OWING AS AT DECEMBER 31, 2020</b>	<b>CLASS</b>
0411506000000	837 MCINTOSH ST	PLAN 57 BLK 18 LOT 1 TO 2	3,351.35	RESIDENTIAL
0411509000000	824 MCINTOSH ST	PLAN 57 BLK 17 LOT 7	3,243.62	RESIDENTIAL
0411514400000	811 MCPHERSON ST	PLAN 288 LOT 70	3,057.51	RESIDENTIAL
0411703800000	1034 ALEXANDRA ST	PLAN 57 BLK 6 LOT 37	2,577.20	RESIDENTIAL
0411704700000	1016 ALEXANDRA ST	PLAN 57 BLK 6 LOT 28	1,824.60	RESIDENTIAL
0411905300000	816 MCMILLAN ST	PLAN 172 LOT 328	4,176.86	RESIDENTIAL
0412001100000	627 SIMPSON ST	PLAN W-54 BLK 9 S PT LOT 2 PCL 2493 FWF	2,841.16	RESIDENTIAL
0412001200000	613 - 633 SIMPSON ST	PLAN 54 BLK 9 LOT 3 & 4 & N PT LOT 2	8,777.00	RESIDENTIAL
0412006700000	314 PACIFIC AVE	PLAN 54 BLK 7 PT LOT 24 TO 27	2,605.26	RESIDENTIAL
0412100600000	609 SIMPSON ST	PLAN W54 BLK 10 LOT 5	1,499.96	COMMERCIAL
0412301600000	320 HERON ST	PLAN 54 BLK 33 E PT LOT 12	2,670.21	RESIDENTIAL
0412303000000	230 HERON ST	PLAN 54 BLK 25 LOT 18	3,524.85	RESIDENTIAL
0412303500000	214 HERON ST	PLAN 54 BLK 25 LOT 14	5,962.90	RESIDENTIAL
0412306800000	215 FINLAYSON ST	PLAN 54 BLK 25 LOT 7	4,611.48	RESIDENTIAL
0412403800000	109 PRUDEN ST	PLAN 54 BLK 13 W PT LOT 1	1,673.65	RESIDENTIAL
0412604900000	626 WILEY ST	PLAN W-172 LOT 225 BLK K	2,080.50	RESIDENTIAL
0412605000000	624 WILEY ST	PLAN 172 LOT 226 BLK K	6,803.23	RESIDENTIAL
0412607700000	516 WILEY ST	PLAN 167 LOT 120	2,909.32	RESIDENTIAL
0412608600000	503 PRINCE ARTHUR BLVD	PLAN 167 LOT 179 S PT LOT 180	2,503.47	RESIDENTIAL
0412801700000	517 BRODIE ST N	PLAN 193 LOT 558	3,859.17	RESIDENTIAL

**CITY OF THUNDER BAY  
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<b>ROLL NUMBER</b>	<b>ADDRESS</b>	<b>LEGAL DESCRIPTION</b>	<b>OWING AS AT DECEMBER 31, 2020</b>	<b>CLASS</b>
04130014000000	458 VICKERS ST N	PLAN 72 N PT LOT 4 AND LOT 5	3,297.81	RESIDENTIAL
04131040000000	845 MAY ST N	PLAN 357 LOT 1018 TO 1026	22,307.64	COMMERCIAL
04132008000000	830 VICKERS ST N	NEEBING ADDITIONAL CON I PT LOT 10 AND RP 55R14006 PART 1	36,307.81	COMMERCIAL
04132043000000	716 MCKELLAR ST N	PLAN 713 LOT 47	5,957.36	COMMERCIAL
04133078000000	620 HAROLD ST N	PLAN 290 LOT 151	6,004.02	RESIDENTIAL
04133124000000	1200 WEIGAND AVE	PLAN 426 LOT 50	1,078.07	RESIDENTIAL
04135039000000	311 SILLESDALE CRES	PLAN 794 LOT 85	5,039.36	RESIDENTIAL
04136110000000	2833 REDWOOD AVE E	PLAN 782 LOT 126 TO 127 PCL 4244 CFWF	39,425.70	MULTI-RESIDENTIAL
04137045000000	169 IRONWOOD AVE	PLAN M140 LOT 44	7,613.24	RESIDENTIAL
04137312000000	103 SHERBROOKE ST	PLAN M126 BLK PT 5 FWR344 PARTS 210 & 210A	8,178.76	RESIDENTIAL
04137358000000	120B HUNTINGTON CRT	PLAN M126 BLK PT 8 55R880 PARTS 5 & 6	4,718.88	RESIDENTIAL
04137427000000	409B UNIVERSITY DR	PLAN M126 PT LOT 16 RP 55R884 PARTS 11 AND 12	7,228.07	RESIDENTIAL
04138005040000	674 THORNLOE DR	PLAN M318 LOT 74	6,245.81	RESIDENTIAL
04138032080000	547 PARKWAY DR	PLAN 872 LOT 8	6,484.46	RESIDENTIAL
04139037000000	133 CAMERON ST	PLAN 54 BLK 15 LOT 28	6,451.95	RESIDENTIAL
04140052000000	139 CUMMING ST	PLAN W-54 BLK 17 LOT 25	3,739.44	RESIDENTIAL
04142008000000	202 MAY ST N	PLAN 62 BLK F LOT 40 TO 44 PT LANE AND RP 55R12509 PART 1	16,691.24	COMMERCIAL
04143024000000	128 SIMPSON ST	PLAN 54 BLK 1 LOT 14 TO 17 & S PT LOT 18	2,872.00	COMMERCIAL
04143025000000	126 SIMPSON ST	PLAN 54 BLK 1 LOTS 10 TO 13 LOT 9 LESS SW STRIP	56,062.10	COMMERCIAL
04143034000000	147 HARDISTY ST N	PLAN 54 BLK 1 LOT 23 TO 24	12,657.36	COMMERCIAL
04145103000000	319 - 321 MAY ST N	PLAN 210 LOT 27 TO 33 N PT LOT 26	17,069.06	COMMERCIAL

**CITY OF THUNDER BAY  
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<b>ROLL NUMBER</b>	<b>ADDRESS</b>	<b>LEGAL DESCRIPTION</b>	<b>OWING AS AT DECEMBER 31, 2020</b>	<b>CLASS</b>
04146018000000	355 MCKELLAR ST N	PLAN W-210 LOT 330 TO 331	6,218.64	RESIDENTIAL
04147051000000	110 BRODIE ST N	PLAN 97 LOT 15 TO 16	11,383.73	COMMERCIAL
04148003000000	118 SYNDICATE AVE S	PLAN 123 S PT LOT 57	14,529.13	COMMERCIAL
04148050000000	123 MAY ST S	PLAN 123 N PT LOT 55 W/S MAY	9,779.38	RESIDENTIAL
04150025000000	211 MCKELLAR ST S	PLAN 178 LOT 48 MCKELLAR ST W/S	13,194.21	RESIDENTIAL
04150028000000	139 MCKELLAR ST S	PLAN 178 LOT 51 W/S MCKELLAR ST	6,760.48	RESIDENTIAL
04150029000000	135 MCKELLAR ST S	PLAN 178 S PT LOT 52 W/S MCKELLAR ST S	3,819.05	RESIDENTIAL
04151020000000	136 HAROLD ST S	PLAN M10 W67.5 FT LOT 420 & 419 PCL 3560	7,659.96	RESIDENTIAL
04151035000000	1023 VICTORIA AVE E	PLAN M10 N PT LOT 210 PCL	15,445.94	RESIDENTIAL
04152041000000	407 HAROLD ST N	PLAN M15 LOT 44 PCL 545	6,054.01	RESIDENTIAL
04154011000000	106 MARKS ST S	PLAN M10 N PT LOT 369 N PT LOT 370 PCL 770	4,347.68	RESIDENTIAL
04154012000000	108 MARKS ST S	PLAN M10 S PT LOT 369 S PT LOT 370 PCL16083	4,090.02	RESIDENTIAL
04154063000000	1116 VICTORIA AVE E	PLAN M10 N PT LOT 369 & 370 PCL 726	3,874.51	COMMERCIAL
04154064000000	1114 VICTORIA AVE E	PLAN M10 LOT 371	6,744.31	RESIDENTIAL
04154065000000	1110 VICTORIA AVE E	PLAN M10 LOT 372 PCL 483	4,900.08	RESIDENTIAL
04154066000000	1108 VICTORIA AVE E	PLAN M10 LOT 373 PCL 1682	4,922.03	COMMERCIAL
04154067000000	1106 VICTORIA AVE E	PLAN M10 LOT 374 PCL 115	3,820.89	COMMERCIAL
04154068000000	1104 VICTORIA AVE E	PLAN M10 LOT 375	3,820.89	COMMERCIAL
04154069000000	1102 VICTORIA AVE E	PLAN M10 LOT 376	4,693.19	RESIDENTIAL
04156027000000	233 NORAH ST N	PLAN M14 LOT 93 PCL2278	3,822.45	RESIDENTIAL



**CITY OF THUNDER BAY  
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<b>ROLL NUMBER</b>	<b>ADDRESS</b>	<b>LEGAL DESCRIPTION</b>	<b>OWING AS AT DECEMBER 31, 2020</b>	<b>CLASS</b>
04157028000000	220 NORAH ST S	PLAN M13 LOT 474	3,967.54	RESIDENTIAL
04158028000000	226 FRANKLIN ST S	PLAN M14 LOT 508	4,889.80	RESIDENTIAL
04158064000000	1301 VICTORIA AVE E	PLAN M14 PT LOT 287 PCL 1249 CFWF	12,596.34	COMMERCIAL
04158065000000	1305 VICTORIA AVE E	PLAN M14 PT LOT 288 PT LOT 289 RP 55R6041 PART 2 PCL 22148 TBF	4,541.21	COMMERCIAL
04159004000000	119 WELLINGTON ST	PLAN M31 LOT 570 S PT LOT 569 PCL 2577 AND 2748 FWF	3,924.39	RESIDENTIAL
04159085000000	1504 VICTORIA AVE E	PLAN M31 LOT 279 TO 280 PCL 1161	16,063.77	RESIDENTIAL
04162020000000	205 DUNDAS ST	PLAN M31 LOT 792 N PT LOT 791 PCLS2058 & 2002 CFWF	2,122.34	RESIDENTIAL
04164188000000	2210 SILLS ST	PLAN M63 LOT 28	7,350.29	RESIDENTIAL
04169015020000	209 HEATH ST	PLAN 810 LOT 3	3,661.69	RESIDENTIAL
04172062000000	601 CHERRYDALE PL	PLAN M107 LOT 68	5,655.12	RESIDENTIAL
04173222050000	0 106TH ST	NEEBING CON D PT LOT 7	1,456.76	RESIDENTIAL
04173242000000	425 106TH ST	PLAN W-162 LOT 8 & 9	1,230.01	INDUSTRIAL
04174032000000	301 SYNDICATE AVE S	PLAN 96 BLK A LOT 39 TO 40	12,408.78	COMMERCIAL
04175078050000	0 KAM RD S	PLAN W78 PT LOTS 71 AND 72	258.58	RESIDENTIAL
04175096000000	547 SYNDICATE AVE S	PLAN 56 LOT 11	3,741.20	RESIDENTIAL
04178043000000	522 CATHERINE ST	PLAN 144 LOT 54 N1/2 LOT 55	3,832.40	RESIDENTIAL
04180052000000	730 NORAH ST S	PLAN 395 LOT 104	4,261.77	RESIDENTIAL
04180154000000	515 EMPIRE AVE E	PLAN M24 LOT 135 E12.79 FT LOT 134 PCL 2510	4,555.23	RESIDENTIAL
04181075000000	743 FRANKLIN ST S	PLAN M24 LOT 94 TO 95	3,149.61	RESIDENTIAL
04185073000000	1807 MCGREGOR AVE	PLAN M35 LOT 282 TO 283	6,097.53	RESIDENTIAL

**CITY OF THUNDER BAY  
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04185117000000	2011 MURRAY AVE	PLAN M41 LOT 619 TO 620 PCL1340 FWF	7,761.80	RESIDENTIAL
04187049000000	2015 MOODIE ST E	PLAN 559 LOT 99 E15 FT LOT 100 PLAN M41 W17 FT LOT 636 PCL 2952	4,117.70	RESIDENTIAL
04188018000000	751 BESSIE AVE	PLAN 445 LOT 93 N5 FT LOT 94 & S17.5 FT LOT 92	4,653.79	RESIDENTIAL
04191030000000	2121 MCGREGOR AVE	PLAN W-716 LOT 175	3,319.18	RESIDENTIAL
04192097000000	2613 MOODIE ST E	PLAN 716 LOT 81	2,942.47	RESIDENTIAL
04193035000000	701 GREY CRES	PLAN 759 N PT LOT 78	3,550.54	RESIDENTIAL
04193094000000	713 RUSKIN CRES	PLAN 759 S PT LOT 136 LOT 137 55R1100 PARTS 57 & 58	4,941.59	RESIDENTIAL
04198012000000	631 BROWN ST	PLAN 148 BLK 15 LOT 5 S PT LOT 6	5,913.68	RESIDENTIAL
04198120000000	110 HENRY ST	PLAN W-148 BLK 7 LOT 9	5,549.39	RESIDENTIAL
04199019000000	720 BROWN ST	PLAN 61 BLK B LOT 2 N PT LOT 1	9,546.72	RESIDENTIAL
04200009000000	720 JAMES ST S	PLAN 772 LOT 343	7,371.30	RESIDENTIAL
04200047000000	709 LINWOOD CRES	PLAN 772 LOT 299 N PT LOT 298	8,026.14	RESIDENTIAL
04201152320000	105 - 800 GORDON ST	THUNDER BAY CONDO PLAN 12 LEVEL 1 UNIT 3	5,230.61	RESIDENTIAL
04202069000000	513 CHRISTINA ST E	TOWN PLOT N/S CHRISTINA E33FT LOT 5	5,059.23	RESIDENTIAL
04202123100000	NO MUNICIPAL ADDRESS	LANE BEHIND PLAN 708 LOT 7	241.27	RESIDENTIAL
04203029000000	473 MARY ST E	PLAN 731 LOT 53	3,662.65	RESIDENTIAL
04203071000000	450 MARY ST E	PLAN 731 LOT 55	3,768.22	RESIDENTIAL
04204006000000	1320 SPRAGUE ST	TOWN PLOT N/S AMELIA PT LOT 15	2,506.26	RESIDENTIAL
04204092000000	466 FRANCIS ST E	TOWN PLOT PT LOT 9 RP 55R557 PARTS 1 & 2 S/S FRANCIS ST	5,533.29	RESIDENTIAL

**CITY OF THUNDER BAY  
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<b>ROLL NUMBER</b>	<b>ADDRESS</b>	<b>LEGAL DESCRIPTION</b>	<b>OWING AS AT DECEMBER 31, 2020</b>	<b>CLASS</b>
04204094050000	0 SPRAGUE ST E	TOWN PLOT PT LOT 15 N AMELIA ST	251.46	RESIDENTIAL
04205009000000	921 SPRAGUE ST	TOWN PLOT N/S CHRISTINA N PT LOT 16	6,808.84	RESIDENTIAL
04205035000000	386 EMPIRE AVE E	PLAN 730 LOT 3	4,683.44	RESIDENTIAL
04205049000000	363 CHRISTINA ST E	PLAN 730 LOT 12	5,695.43	RESIDENTIAL
04206044000000	374 MARY ST E	TOWN PLOT S/S MARY W PT LOT 18	4,600.19	RESIDENTIAL
04207008000000	300 BROCK ST E	TOWN PLOT S/S BROCK W PT LOT 25	6,942.03	RESIDENTIAL
04207071000000	307 FRANCIS ST E	TOWN PLOT N/S FRANCIS PT LOT 25	5,470.71	RESIDENTIAL
04208027000000	340 FRANCIS ST E	PLAN 732 LOT 42	3,165.21	RESIDENTIAL
04208091000000	356 AMELIA ST E	TOWN PLOT S/S AMELIA PT LOT 20	7,030.77	RESIDENTIAL
04209044000000	241 CHRISTINA ST E	PLAN 730 LOT 41	10,446.05	RESIDENTIAL
04210051000000	226 MARY ST E	TOWN PLOT S/S MARY E PT LOT 33	4,799.22	RESIDENTIAL
04210059000000	201 BROCK ST E	TOWN PLOT FORT WILLIAM PT LOTS 34 AND 35 N VICTOR ST AND RP 55R14557 PART 3	16,911.37	COMMERCIAL
04212021000000	1311 TARBUTT ST S	PLAN 703 LOT 81	3,848.93	RESIDENTIAL
04213110000000	168 MARY ST E	PLAN 722 LOT 7	6,209.43	RESIDENTIAL
04214006000000	1309 FORD ST	TOWN PLOT PT LOT 36	6,347.20	RESIDENTIAL
04214011000000	1211 FORD ST	TOWN PLOT S PT LOT 36 AND N PT LOT 36	5,936.77	COMMERCIAL
04215051000000	149 FREDERICA ST E	PLAN 70 BLK 9 W PT LOT 1 E PT LOT 2	4,633.39	RESIDENTIAL
04216055000000	122 MARY ST W	PLAN 70 BLK J E PT LOT 23 W PT LOT 24	3,804.28	RESIDENTIAL
04217029000000	1203 EDWARD ST S	PLAN 70 BLK L LOT 31 TO 32	3,229.16	RESIDENTIAL
04217080000000	118 FRANCIS ST W	PLAN 70 BLK N LOT 19	3,443.50	RESIDENTIAL

**CITY OF THUNDER BAY  
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04218041000000	144 FREDERICA ST W	PLAN 61 BLK R W PT LOT 2	17,206.87	COMMERCIAL
04219074000000	267 MARY ST W	PLAN 42 W PT LOT 64	5,907.29	RESIDENTIAL
04220004000000	1413 BROWN ST	PLAN W-423 LOT 1 TO 3	22,025.90	COMMERCIAL
04220044000000	216 BROCK ST W	PLAN 222 LOT 117 & 118	3,807.80	RESIDENTIAL
04220108000000	265 AMELIA ST W	PLAN 42 LOT 183	3,270.42	RESIDENTIAL
04220113000000	279 AMELIA ST W	PLAN 42 W PT LOT 186	7,608.64	RESIDENTIAL
04221036000000	273 GORE ST W	PLAN 42 LOT 265 LESS LANE	4,604.60	COMMERCIAL
04221059000000	260 KINGSTON ST	PLAN 42 LOT 378	5,561.62	RESIDENTIAL
04222024000000	329 CHRISTINA ST W	PLAN 42 W PT LOT 33 LESS PT LANE CHRISTINA N/S	4,046.89	RESIDENTIAL
04223034000000	406 FRANCIS ST W	PLAN 42 E PT LOT 165	4,967.38	RESIDENTIAL
04223056000000	416 AMELIA ST W	PLAN W-42 W PT LOT 204 E PT LOT 203	3,820.20	RESIDENTIAL
04225091000000	808 MARY ST W	PLAN W-196 BLK H LOT 6 W PT LOT 7	5,491.02	RESIDENTIAL
04225093000000	800 MARY ST W	PLAN 196 BLK H LOT 9 LOT 10	7,171.99	RESIDENTIAL
04226113000000	714 GORE ST W	PLAN 196 BLK S LOT 3 LOT 4	4,337.48	RESIDENTIAL
04227014000000	938 CRAWFORD PL	PLAN 219 BLK 7 LOT 37 TO 38	3,698.19	RESIDENTIAL
04227016000000	1112 CRAWFORD AVE	PLAN 219 BLK 10 LOT 55 TO 56	3,086.55	RESIDENTIAL
04227087000000	1112 MOUNTDALE AVE	PLAN 196 BLK H LOT 56 LOT 55	6,421.62	RESIDENTIAL
04227123000000	816 MARY ST W	PLAN W-196 BLK H LOT 3 & E 16 FT LOT 2	6,940.52	RESIDENTIAL
04228001000000	1310 CRAWFORD AVE	PLAN 219 BLK 23 LOT 56	3,242.28	RESIDENTIAL
04229062000000	1105 MARY ST W	PLAN 219 BLK 6 LOT 29 W PT LOT 28 E PT LOT 30	8,843.08	RESIDENTIAL

**CITY OF THUNDER BAY  
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04230116000000	1109 GORE ST W	PLAN 219 BLK 27 LOT 17 TO 18	4,640.88	RESIDENTIAL
04231122000000	1609 FRANCIS ST W	PLAN 219 BLK 16 LOT 33 TO 34	4,077.53	RESIDENTIAL
04232065000000	1606 FRANCIS ST W	PLAN 219 BLK 17 LOT 6 TO 7	3,393.71	RESIDENTIAL
04232138000000	1406 GORE ST W	PLAN W-219 BLK C LOT 6 TO 7	1,973.51	RESIDENTIAL
04232140000000	1400 GORE ST W	PLAN 219 BLK C LOT 10	2,829.22	RESIDENTIAL
04233012000000	1909 BAILEY AVE	CON 1 PT LOT 8 PART 20 TO 21	4,169.10	RESIDENTIAL
04234122000000	1717 MOUNTDALE AVE	PLAN 379 LOT 158 LOT 159	2,451.57	RESIDENTIAL
04240060000000	138A REDWOOD AVE W	PLAN M119 PT LOT 58 FWR406 PARTS 2 2A & 2B PCL4555	3,938.25	RESIDENTIAL
04240266000000	174 HEMLOCK PL	PLAN M104 LOT 61	6,008.67	RESIDENTIAL
04240382000000	505 MCGILL CRES	PLAN 866 LOT 30	3,113.65	RESIDENTIAL
04240712040000	680 DALHOUSIE DR	PLAN M320 LOT 5	5,053.37	RESIDENTIAL
04240713060000	543 DALHOUSIE CRT	PLAN M320 LOT 81	11,706.90	RESIDENTIAL
04240787000000	627 MOHAWK CRES	PLAN 875 LOT 74	6,644.31	RESIDENTIAL
			<u>4,386,247.79</u>	

# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	Corporate Services & Long Term Care - Revenue	<b>REPORT NO.</b>	R 17/2021
<b>DATE PREPARED</b>	02/12/2021	<b>FILE NO.</b>	
<b>MEETING DATE</b>	03/22/2021 (mm/dd/yyyy)		
<b>SUBJECT</b>	Application for Cancellation, Reduction Or Refund of Taxes Under Section 357 Of The Municipal Act		

## RECOMMENDATION

WITH RESPECT to Report R 17/2021 (Corporate Services & Long Term Care - Revenue), we recommend that the cancellation, reduction or refund of taxes totaling \$16,068.26 as outlined in the Report be approved;

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

## EXECUTIVE SUMMARY

This report recommends for approval the cancellation, reduction, and/or refund of property taxes, totaling \$16,068.26.

The *Municipal Act, 2001* provides authority for taxes to be adjusted in situations where: a change occurs on the property during the year requiring the assessment to be altered such as a fire or demolition; a person was overcharged due to a gross and manifest error in calculating the assessment; or repairs or renovations to the land prevented the normal use of the land for a period of at least three months during the year.

## DISCUSSION

A property owner may make an application under Section 357 of the *Municipal Act, 2001* to the Treasurer for the cancellation, reduction, or refund of taxes levied in the year. Section 357 provides situations where tax adjustments may be made. This includes the following:

- a change event during a taxation year that is not reflected on the assessment roll such as a demolition, fire, or change of tax class;
- acquisition by an exempt body;
- removal of a mobile home;
- gross and manifest error in preparation of the assessment roll;
- sickness or extreme poverty; and

- renovations rendering the property unusable for more than 90 days.

Section 357 does not permit applications for situations where there was an error in judgment in making the assessment upon which the taxes have been levied. In those situations, the property owner must file an assessment appeal.

Applications can be made up until the last day in February of the year following the year in respect of which the application is made. Upon receiving an application, the Revenue Division forwards the application to the Municipal Property Assessment Corporation for a determination of the change implications on the properties assessment and the effective date of the change. If it is an application due to extreme sickness or poverty, the application is forwarded to the Thunder Bay District Social Services Administration Board (TBDSSAB) for a determination of an applicant's ability to pay.

Upon return to the Revenue Division, tax implications are calculated; applicants are notified and given an opportunity to appeal if they object. If no objections are received, a listing of applications is prepared and submitted to Council for approval. If there is an objection, the Assessment Review Board (ARB) schedules a hearing where the applicant may present their case for objecting and the ARB in turn makes a final determination. Subsequently, the appropriate refund or cancellation is made.

Each applicant has been advised of the recommended amount for cancellation, reduction, or refund, and has been given an opportunity to object and receive a formal hearing before the ARB. No objections were received.

Attachment A contains a listing of proposed tax reductions arising from applications under Section 357 of the *Municipal Act, 2001*.

### ***FINANCIAL IMPLICATION***

Taxes recommended to be cancelled have been provided for in the 2021 Operating Budget.

### ***CONCLUSION***

It is concluded that the tax adjustments as outlined in this Report should be approved.

### ***BACKGROUND***

Section 357 of the *Municipal Act, 2001* provides authority for Council to consider applications for adjustments of taxes in specific instances.

***REFERENCE MATERIAL ATTACHED:***

Attachment A – Application for Cancellation, Reduction or Refund of Taxes Under Section 357 of the Municipal Act, 2001.

***PREPARED BY: Chantal Harris, Manager – Billing and Collection Services***

THIS REPORT SIGNED AND VERIFIED BY:  Linda Evans, GM Corporate Services & Long Term Care, City Treasurer	DATE:  March 10, 2021
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Proposed Tax Reductions Arising from Applications  
Under Section 357 of the Municipal Act, 2001

<b>Roll Identifier Address</b>	<b>Reason For Application</b>	<b>Year of Appeal</b>	<b>Tax Adjustment</b>
<b>01.026.22000.0000</b> 121 WINDSOR ST	Demolition	2020	84.55
<b>01.029.00105.0000</b> 270 WINDSOR ST	Class Change	2020	1,609.51
<b>01.029.00105.0000</b> 270 WINDSOR ST	Class Change	2020	163.32
<b>01.061.09200.0000</b> 222 MCINTYRE ST	Demolition	2020	12.04
<b>01.063.05800.0000</b> 310 CUMBERLAND ST N	Class Change	2020	3,360.60
<b>01.072.04900.0000</b> 207 BRENT ST	Demolition	2020	21.39
<b>01.076.11300.0000</b> 57 MARGARET ST	Demolition	2020	21.77
<b>01.080.03200.0000</b> 97 BURRISS ST	Fire	2020	78.13
<b>01.092.10000.0000</b> 474 GRENVILLE AVE	Demolition	2020	256.35
<b>02.100.22430.0000</b> 1147 MELBOURNE RD	Demolition	2020	71.53
<b>02.101.06400.0000</b> 1151 OLIVER RD	Demolition	2020	222.26
<b>02.101.10573.0000</b> 0 SOUTH CREEK ST	Gross Manifest Error	2020	156.26
<b>02.101.10574.0000</b> 0 FIELDSTONE PL	Gross Manifest Error	2020	143.76
<b>03.241.22800.0000</b> 156 REINDEER AVE	Class Change	2020	683.88
<b>04.125.01400.0000</b> 300 FINLAYSON ST	Became Exempt	2020	2,031.41
<b>04.158.03300.0000</b> 227 NORAH ST S	Demolition	2019	13.38

<b>04.168.10900.0000</b> 235 ARTHUR ST W	Demolition	2020	6,844.55
<b>04.173.05100.0000</b> 701 ROY ST	Gross Manifest Error	2020	71.35
<b>04.175.00500.0000</b> 422 VICKERS ST S	Demolition	2020	35.35
<b>04.188.10100.0000</b> 1860 WALSH ST E	Demolition	2020	10.68
<b>04.194.15900.0000</b> 2827 ISABELLA ST E	Demolition	2020	92.21
<b>04.203.00600.0000</b> 1110 SPRAGUE ST	Demolition	2020	78.22
<b>04.228.02700.0000</b> 1319 HOME AVE	Demolition	2020	5.76
			<b><u>16,068.26</u></b>

# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	Corporate Services & Long Term Care - Financial Services	<b>REPORT NO.</b>	R 18/2021
<b>DATE PREPARED</b>	02/12/2021	<b>FILE NO.</b>	
<b>MEETING DATE</b>	03/22/2021 (mm/dd/yyyy)		
<b>SUBJECT</b>	Annual Report on Council, Board and Committee Expenses		

## RECOMMENDATION

For Information only.

## EXECUTIVE SUMMARY

To report on remuneration and expenses as required under Section 284 of the *Municipal Act, 2001* and as authorized by By-law 29-1980, as amended.

## DISCUSSION

Section 284 of the *Municipal Act, 2001* requires the Treasurer of the municipality to submit to Council an itemized statement of the remuneration and expenses paid to each member of Council in respect of services provided as a member of Council or as an officer of the Corporation in the preceding year, and to each person appointed by Council to serve as a member of a local board or any other body in respect of services as a member of that board or other body in the preceding year.

Costs incurred by Members of Council while in the role of Acting Mayor, as per By-law 109/2018, are to be recorded on a separate line within the attachments. There were no such costs in 2020.

Attachment 1 provides a summary of the total remuneration and expenses paid to Members of Council and to Council Appointees to Local Boards and other bodies for the year 2020.

Attachment 2 provides an itemized statement of the remuneration and expenses included in Attachment 1. This schedule breaks down the amounts paid to Council Members and Council Appointees by the City of Thunder Bay, outside Boards/Committees and other bodies.

Attachment 3 provides the details of salaries and allowances paid to Members of Council by the City of Thunder Bay and by the Thunder Bay Police Services Board.

Attachment 4 provides the details of the fringe benefits paid by the City on behalf of the Members of Council in 2020.

### ***FINANCIAL IMPLICATIONS***

The details of the remuneration and expenses are as provided in the Attachments to this Report.

### ***CONCLUSION***

It is concluded that this Report should be received for information purposes, as required under the *Municipal Act, 2001*.

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

- Attachment 1 – Summary of Remuneration and Expenses Paid to Council and Council Appointees - 2020
- Attachment 2 – Details of Remuneration and Expenses Paid to Council and Council Appointees - 2020
- Attachment 3 – Members of Council - City Paid Salaries and Allowances - 2020
- Attachment 4 – Members of Council - City Paid Fringe Benefits - 2020

### ***PREPARED BY: LAUREN PARADIS, MANAGER - ACCOUNTING***

THIS REPORT SIGNED AND VERIFIED BY:	DATE:
Linda Evans, GM Corporate Services & Long Term Care, City Treasurer	March 9, 2021

2020  
SUMMARY OF REMUNERATION AND EXPENSES  
PAID TO COUNCIL AND COUNCIL APPOINTEES  
(as per Attachment 2)

	REMUNERATION			EXPENSES			TOTAL REMUNERATION & EXPENSES
	<u>CITY</u>	<u>BOARDS/ OTHER BODIES</u>	<u>TOTAL REMUNERATION</u>	<u>CITY</u>	<u>BOARDS/ OTHER BODIES</u>	<u>TOTAL EXPENSES</u>	
CITY COUNCIL							
AIELLO, A.	44,863	3,506	48,369	-	-	-	48,369
BENTZ, M.	44,812	6,000	50,812	-	1,300	1,300	52,112
CH'NG, S.	44,812	3,131	47,943	273	-	273	48,216
FOULDS, A.	44,812	3,131	47,943	-	520	520	48,463
FRASER, C.	42,005	-	42,005	-	-	-	42,005
GIERTUGA, T.	44,812	-	44,812	-	446	446	45,258
HAMILTON, B.	44,812	3,131	47,943	120	-	120	48,063
JOHNSON, R.	37,236	3,186	40,422	187	-	187	40,609
MAURO, B.	129,719	-	129,719	-	2,568	2,568	132,287
MCKINNON, B.	40,043	-	40,043	-	2,416	2,416	42,459
OLIVER, K.	48,431	-	48,431	-	-	-	48,431
RUBERTO, A.	44,812	3,399	48,211	-	-	-	48,211
YOU, P.	44,812	-	44,812	2,395	1,565	3,960	48,772
	655,981	25,484	681,465	2,975	8,815	11,790	693,255

2020  
SUMMARY OF REMUNERATION AND EXPENSES  
PAID TO COUNCIL AND COUNCIL APPOINTEES  
(as per Attachment 2)

	REMUNERATION			EXPENSES			TOTAL REMUNERATION & EXPENSES
	CITY	BOARDS/ OTHER BODIES	TOTAL REMUNERATION	CITY	BOARDS/ OTHER BODIES	TOTAL EXPENSES	
CITY APPOINTEES							
BOSHCOFF, K.	-	18,808	18,808	-	-	-	18,808
BUSHBY, P.	-	17,965	17,965	-	595	595	18,560
CRITES, K.	-	-	-	-	43	43	43
DARLING, C	-	18,936	18,936	-	-	-	18,936
DUKE, J.	-	-	-	-	909	909	909
EADY, R.	-	-	-	-	65	65	65
ECCLES, B.	-	15,793	15,793	-	50	50	15,843
GARRO, A.	-	-	-	-	65	65	65
GOBEIL, J.	-	-	-	-	40	40	40
GOOLD, A.	-	-	-	-	669	669	669
GROULX, T.	-	200	200	-	-	-	200
HEALEY, P.	-	19,900	19,900	-	4,204	4,204	24,104
JAMIESON, J.	-	25,575	25,575	-	1,624	1,624	27,199
KRUMPHOLZ, C.	-	-	-	-	65	65	65
MACLEAN, M.	-	-	-	-	944	944	944
MAYHEW-HAMMOND, M.	-	100	100	-	884	884	984
MORRISEAU, G.	-	2,529	2,529	-	-	-	2,529
NOEL, S.	-	21,168	21,168	-	916	916	22,084
PANU, U.	-	-	-	-	669	669	669
PETERSEN, A.	-	200	200	-	-	-	200
POTTS, S.	-	19,579	19,579	-	-	-	19,579
REID, D.	-	18,150	18,150	-	-	-	18,150
REITBERGER, C.	-	3,598	3,598	-	-	-	3,598
RICKARDS, R.	-	150	150	-	-	-	150
SICILIANO, D.	-	22,275	22,275	-	-	-	22,275
TOGMAN, R.	-	200	200	-	-	-	200
TREFFRY, G.	-	22,471	22,471	-	3,933	3,933	26,404
TUREK, W.	-	-	-	-	200	200	200
VILLELLA, M.	-	-	-	-	65	65	65
VIRDIRAMO, JOSIE	-	-	-	-	65	65	65
WARYWODA, M.	-	-	-	-	1,333	1,333	1,333
WHEELER, R.	-	-	-	-	96	96	96
	-	227,597	227,597	-	17,434	17,434	245,031
	655,981	253,081	909,062	2,975	26,249	29,224	938,286

2020  
 DETAILS OF REMUNERATION AND EXPENSES  
 PAID TO COUNCIL AND COUNCIL APPOINTEES TO LOCAL BOARDS AND OTHER BODIES

	REMUNERATION			EXPENSES					TOTAL REMUNERATION & EXPENSES
	REMUNERATION	FRINGES	TOTAL	TRANSPOR-	ACCOMMO-	REGIS-	PER	TOTAL	
	per ( Attachment 3)	per ( Attachment 4)		TATION	DATION	TRATION	DIEM	EXPENSES	
<u>CITY COUNCIL</u>									
AIELLO, A.	34,602	10,261	44,863	-	-	-	-	-	44,863
BENTZ, M.	34,602	10,210	44,812	-	-	-	-	-	44,812
CH'NG, S.	34,602	10,210	44,812	-	-	273	-	273	45,085
FOULDS, A.	34,602	10,210	44,812	-	-	-	-	-	44,812
FRASER, C.	34,602	7,403	42,005	-	-	-	-	-	42,005
GIERTUGA, T.	34,602	10,210	44,812	-	-	-	-	-	44,812
HAMILTON, B.	34,602	10,210	44,812	-	-	120	-	120	44,932
JOHNSON, R.	34,602	2,634	37,236	-	-	187	-	187	37,423
MAURO, B.	104,806	24,913	129,719	-	-	-	-	-	129,719
MCKINNON, B.	34,602	5,441	40,043	-	-	-	-	-	40,043
OLIVER, K.	37,717	10,714	48,431	-	-	-	-	-	48,431
RUBERTO, A.	34,602	10,210	44,812	-	-	-	-	-	44,812
YOU, P.	34,602	10,210	44,812	1,687	589	-	119	2,395	47,207
<b>SUBTOTAL CITY COUNCIL</b>	<b>523,145</b>	<b>132,836</b>	<b>655,981</b>	<b>1,687</b>	<b>589</b>	<b>580</b>	<b>119</b>	<b>2,975</b>	<b>658,956</b>

2020  
 DETAILS OF REMUNERATION AND EXPENSES  
 PAID TO COUNCIL AND COUNCIL APPOINTEES TO LOCAL BOARDS AND OTHER BODIES

	REMUNERATION			EXPENSES					TOTAL	REMUNERATION & EXPENSES
	REMUNERATION	FRINGES	TOTAL	TRANSPOR- TATION	ACCOMMO- DATION	REGIS- TRATION	PER DIEM	OTHER	TOTAL EXPENSES	
ACCESSIBILITY ADVISORY COMMITTEE										
CRITES, K.	-	-	-	43	-	-	-	-	43	43
GOBEIL, J.	-	-	-	40	-	-	-	-	40	40
WHEELER, R.	-	-	-	96	-	-	-	-	96	96
	-	-	-	179	-	-	-	-	179	179
APPEALS TRIBUNAL (PROPERTY STANDARDS COMMITTEE)										
GROULX, T.	200	-	200	-	-	-	-	-	-	200
MAYHEW-HAMMOND, M.	100	-	100	-	-	-	-	-	-	100
PETERSEN, A.	200	-	200	-	-	-	-	-	-	200
RICKARDS, R.	150	-	150	-	-	-	-	-	-	150
TOGMAN, R.	200	-	200	-	-	-	-	-	-	200
	850	-	850	-	-	-	-	-	-	850
INTER-GOVERNMENTAL AFFAIRS COMMITTEE										
MAURO, B.	*	-	-	660	468	1,185	67	123	2,503	2,503
MCKINNON, B.	*	-	-	646	468	1,185	117	-	2,416	2,416
	-	-	-	1,306	936	2,370	184	123	4,919	4,919
LAKEHEAD REGION CONSERVATION AUTHORITY										
FOULDS, A.	*	-	-	-	-	-	520	-	520	520
GIERTUGA, T.	*	-	-	-	-	-	446	-	446	446
GOOLD, A.	-	-	-	-	-	-	669	-	669	669
PANU, U.	-	-	-	-	-	-	669	-	669	669
	-	-	-	-	-	-	2,304	-	2,304	2,304
LAKEHEAD SOURCE PROTECTION AUTHORITY										
TUREK, W.	-	-	-	-	-	-	200	-	200	200
	-	-	-	-	-	-	200	-	200	200



2020  
 DETAILS OF REMUNERATION AND EXPENSES  
 PAID TO COUNCIL AND COUNCIL APPOINTEES TO LOCAL BOARDS AND OTHER BODIES

	REMUNERATION			EXPENSES					TOTAL	
	REMUNERATION	FRINGES	TOTAL	TRANSPOR- TATION	ACCOMMO- DATION	REGIS- TRATION	PER DIEM	OTHER	TOTAL EXPENSES	REMUNERATION & EXPENSES
<u>SISTER CITIES COMMITTEE</u>										
EADY, R.	-	-	-	-	-	65	-	-	65	65
GARRO, A.	-	-	-	-	-	65	-	-	65	65
KRUMPHOLZ, C.	-	-	-	-	-	65	-	-	65	65
MAURO, B.	*	-	-	-	-	65	-	-	65	65
VILLELLA, M.	-	-	-	-	-	65	-	-	65	65
VIRDIRAMO, JOSIE	-	-	-	-	-	65	-	-	65	65
YOU, P.	*	-	-	1,500	-	65	-	-	1,565	1,565
	-	-	-	1,500	-	455	-	-	1,955	1,955
<u>TBAYTEL MUNICIPAL SERVICES BOARD</u>										
DARLING, C.	18,936	-	18,936	-	-	-	-	-	-	18,936
ECCLES, B.	15,793	-	15,793	-	-	50	-	-	50	15,843
HEALEY, P.	19,900	-	19,900	3,716	277	211	-	-	4,204	24,104
JAMIESON, J.	25,575	-	25,575	-	841	-	-	783	1,624	27,199
NOEL, S.	21,168	-	21,168	672	-	-	-	244	916	22,084
POTTS, S.	19,579	-	19,579	-	-	-	-	-	-	19,579
REID, D.	18,150	-	18,150	-	-	-	-	-	-	18,150
TREFFRY, G.	22,471	-	22,471	803	134	2,750	-	246	3,933	26,404
	161,572	-	161,572	5,191	1,252	3,011	-	1,273	10,727	172,299
<u>THUNDER BAY DISTRICT HEALTH UNIT</u>										
WARYWODA, M.	-	-	-	538	183	508	45	59	1,333	1,333
	-	-	-	538	183	508	45	59	1,333	1,333

2020  
 DETAILS OF REMUNERATION AND EXPENSES  
 PAID TO COUNCIL AND COUNCIL APPOINTEES TO LOCAL BOARDS AND OTHER BODIES

		REMUNERATION			EXPENSES					TOTAL	
		REMUNERATION	FRINGES	TOTAL	TRANSPOR- TATION	ACCOMMO- DATION	REGIS- TRATION	PER DIEM	OTHER	TOTAL EXPENSES	REMUNERATION & EXPENSES
DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD											
AIELLO, A.	*	3,350	156	3,506	-	-	-	-	-	-	3,506
CH'NG, S.	*	3,000	131	3,131	-	-	-	-	-	-	3,131
FOULDS, A.	*	3,000	131	3,131	-	-	-	-	-	-	3,131
HAMILTON, B.	*	3,000	131	3,131	-	-	-	-	-	-	3,131
JOHNSON, R.	*	3,125	61	3,186	-	-	-	-	-	-	3,186
RUBERTO, A.	*	3,250	149	3,399	-	-	-	-	-	-	3,399
		18,725	759	19,484	-	-	-	-	-	-	19,484
THUNDER BAY HYDRO CORPORATION BOARD & SYNERGY NORTH CORPORATION BOARD											
BENTZ, M.	*	6,000	-	6,000	-	-	-	1,300	-	1,300	7,300
		6,000	-	6,000	-	-	-	1,300	-	1,300	7,300
THUNDER BAY INTERNATIONAL AIRPORTS AUTHORITY											
BOSHCOFF, K.		18,808	-	18,808	-	-	-	-	-	-	18,808
SICILIANO, D.		22,275	-	22,275	-	-	-	-	-	-	22,275
		41,083	-	41,083	-	-	-	-	-	-	41,083
THUNDER BAY POLICE SERVICES BOARD											
MORRISEAU, G.		2,481	48	2,529	-	-	-	-	-	-	2,529
REITBERGER, C.		3,529	69	3,598	-	-	-	-	-	-	3,598
		6,010	117	6,127	-	-	-	-	-	-	6,127
THUNDER BAY PORT AUTHORITY											
BUSHBY, P.		17,965	-	17,965	-	-	595	-	-	595	18,560
		17,965	-	17,965	-	-	595	-	-	595	18,560

2020  
 DETAILS OF REMUNERATION AND EXPENSES  
 PAID TO COUNCIL AND COUNCIL APPOINTEES TO LOCAL BOARDS AND OTHER BODIES

	REMUNERATION			EXPENSES					TOTAL	
	REMUNERATION	FRINGES	TOTAL	TRANSPOR- TATION	ACCOMMO- DATION	REGIS- TRATION	PER DIEM	OTHER	TOTAL EXPENSES	REMUNERATION & EXPENSES
THUNDER BAY PUBLIC LIBRARY										
DUKE, J.	-	-	-	173	695	-	-	41	909	909
MACLEAN, M.	-	-	-	249	695	-	-	-	944	944
MAYHEW-HAMMOND, M.	-	-	-	265	464	-	114	41	884	884
	-	-	-	687	1,854	-	114	82	2,737	2,737
SUBTOTAL COUNCIL APPOINTEES TO LOCAL BOARDS AND OTHER BODIES	252,205	876	253,081	9,401	4,225	6,939	4,147	1,537	26,249	279,330
TOTAL	775,350	133,712	909,062	11,088	4,814	7,519	4,266	1,537	29,224	938,286

2020  
MEMBERS OF COUNCIL  
CITY PAID SALARIES AND ALLOWANCES

	CITY OF THUNDER BAY			THUNDER BAY POLICE SERVICES BOARD	TOTAL SALARIES & ALLOWANCES
	SALARIES	CAR ALLOWANCE	SALARIES By-Law 270/90	HONORARIUM	
AIELLO, A.	31,852	2,750	34,602	-	34,602
BENTZ, M.	31,852	2,750	34,602	-	34,602
CH'NG, S.	31,852	2,750	34,602	-	34,602
FOULDS, A.	31,852	2,750	34,602	-	34,602
FRASER, C.	31,852	2,750	34,602	-	34,602
GIERTUGA, T.	31,852	2,750	34,602	-	34,602
HAMILTON, B.	31,852	2,750	34,602	-	34,602
JOHNSON, R.	31,852	2,750	34,602	-	34,602
MAURO, B.	96,891	4,800	101,691	3,115	104,806
MCKINNON, B.	31,852	2,750	34,602	-	34,602
OLIVER, K.	31,852	2,750	34,602	3,115	37,717
RUBERTO, A.	31,852	2,750	34,602	-	34,602
YOU, P.	31,852	2,750	34,602	-	34,602
	479,115	37,800	516,915	6,230	523,145

2020  
MEMBERS OF COUNCIL  
CITY PAID FRINGE BENEFITS

	CANADA PENSION PLAN	EMPLOYMENT INSURANCE	EMPLOYER HEALTH TAX	DENTAL	VISION	SEMI- PRIVATE	EXTENDED HEALTH CARE	LIFE INSURANCE	AD&D	LTD	OMERS	TOTAL FRINGE BENEFITS
AIELLO, A.	1,641	51	678	1,401	175	103	2,931	129	24	-	3,128	10,261
BENTZ, M.	1,641	-	678	1,401	175	103	2,931	129	24	-	3,128	10,210
CH'NG, S.	1,641	-	678	1,401	175	103	2,931	129	24	-	3,128	10,210
FOULDS, A.	1,641	-	678	1,401	175	103	2,931	129	24	-	3,128	10,210
FRASER, C.	1,641	-	678	689	60	51	1,003	129	24	-	3,128	7,403
GIERTUGA, T.	1,641	-	678	1,401	175	103	2,931	129	24	-	3,128	10,210
HAMILTON, B.	1,641	-	678	1,401	175	103	2,931	129	24	-	3,128	10,210
JOHNSON, R.	-	-	678	689	60	51	1,003	129	24	-	-	2,634
MAURO, B.	2,898	-	2,053	1,401	175	103	2,931	389	73	2,808	12,082	24,913
MCKINNON, B.	-	-	678	1,401	175	103	2,931	129	24	-	-	5,441
OLIVER, K.	1,805	-	738	1,401	175	103	2,931	129	24	-	3,408	10,714
RUBERTO, A.	1,641	-	678	1,401	175	103	2,931	129	24	-	3,128	10,210
YOU, P.	1,641	-	678	1,401	175	103	2,931	129	24	-	3,128	10,210
	19,472	51	10,249	16,789	2,045	1,235	34,247	1,937	361	2,808	43,642	132,836

CANADA PENSION PLAN	Mandatory to age 70 or until receipt of pension.
EMPLOYER HEALTH TAX	Standard ward coverage, physicians fees, etc.
DENTAL	Payment in accordance with the prior year's O.D.A. rates (basic dental and denture repair).
VISION CARE	\$400 towards eyeglasses in each 24 month period (includes eligible dependants).
SEMI-PRIVATE	Coverage for difference between standard ward and semi-private room rate.
EXTENDED HEALTH CARE (EHC)	Coverage for drugs, private nursing, difference between semi-private and private room rate, paramedical services, etc.
LIFE INSURANCE AD & D	Twice annual salary rounded to next highest thousand.
OMERS	Pension plan.
LTD	Long Term Disability (Mayor Only) 75% of monthly earnings, 2-year Own Occupation, annual cost of living increases and payable to age 65.

# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	City Manager's Office - Human Resources & Corporate Safety	<b>REPORT NO.</b>	R 27/2021
<b>DATE PREPARED</b>	03/09/2021	<b>FILE NO.</b>	
<b>MEETING DATE</b>	03/22/2021 (mm/dd/yyyy)		
<b>SUBJECT</b>	2021 Council Remuneration Increase		

## **RECOMMENDATION**

WITH RESPECT to Report R 27/2021 (City Manager's Office – Human Resources and Corporate Safety Division) as per the direction of City Council in Report R 29/2018, we recommend that the remuneration for City Council be amended for the annual adjustment of half the rate of inflation for 2020 for Thunder Bay (0.55%);

AND THAT this increase be retroactive to January 1, 2021;

AND THAT Administration continue to present annual adjustments as directed that equal half the rate of inflation for the previous calendar year for Thunder Bay;

AND THAT annual adjustments be presented to City Council for approval in conjunction with the annual review of By-law164-1989 (Non-union and Managerial Personnel of the Corporation of the City of Thunder Bay);

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

## **EXECUTIVE SUMMARY**

This report follows the direction of Council as per Report R 29/2018 (Council Remuneration Advisory Committee) – Remuneration for City Council and provides for a recommendation for an annual adjustment of half the rate of inflation for 2020 for Thunder Bay (0.55%).

The increase is to be effective January 1, 2021.

## **DISCUSSION**

As per Report R 29/2018 (Council Remuneration Advisory Committee), direction was provided by City Council to Administration to present annual adjustments to remuneration for City Council beginning on January 1, 2020 and that the annual adjustment be equal to half the rate of inflation for Thunder Bay.

Given that the direction for the annual adjustments was to start effective January 1, 2020, it is reasonable to assume that the applicable rate of inflation to be used is the rate for the previous calendar year.

Administration presented Report R 73/2020 (City Manager's Office – Human Resources & Corporate Safety) – Council Remuneration Increase on June 22, 2020 recommending an annual adjustment of 0.5% effective January 1, 2020 based on the City of Thunder Bay's 2019 CPI. City Council's decision was to forego the annual adjustment for 2020.

The 2020 annual CPI for Thunder Bay is 1.1%. Administration is recommending a 0.55% annual adjustment effective January 1, 2021 and has provided a recommendation for Council's approval.

### ***FINANCIAL IMPLICATION***

The total financial impact for the recommended change effective January 1, 2021 is \$3,000. The cost of this increase has been included in the 2021 budget.

### ***CONCLUSION***

It is concluded that the changes to Council's remuneration as per the previous recommendation of the Council Remuneration Committee should be approved by City Council.

It is further concluded that ongoing adjustments based on half the rate of inflation for the previous year for Thunder Bay should be presented to City Council for approval annually in conjunction with the annual presentation of By-law 164-1989 (Non-union and Managerial Personnel of the Corporation of the City of Thunder Bay).

### ***BACKGROUND***

At the April 23, 2018 meeting of City Council, a resolution was passed that provided direction to Administration relative to the remuneration of City Council. This was the result of work completed by the Council Remuneration Advisory Committee established in 2017 at the direction of City Council. The purpose of this committee was to review remuneration for members of City Council and the Mayor and provide recommendations based on data collected from a variety of sources.

The Council Remuneration Advisory Committee completed their review by collecting data from citizens in our community via an online survey and the collection of surveys distributed in the MyTbay publication, as well as collecting statistics from other single tier municipalities and interviews with Members of Council and the Mayor. The City Clerk (John Hannam) and Deputy

City Clerk (Krista Power) participated in the review as resources to the Committee and assisted with data collection and administration of minutes and reports.

Following the presentation of Report R 29/2018 (Council Remuneration Advisory Committee), direction was provided to Administration to present annual increases for City Council beginning on January 1, 2020 and that the annual increase be equal to half the rate of inflation for Thunder Bay.

***PREPARED BY: MS. K. ORTGIESE, DIRECTOR – HUMAN RESOURCES & CORPORATE SAFETY***

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Norm Gale, City Manager	March 11, 2021



# Corporate Report

<b>DEPARTMENT/ DIVISION</b>	Infrastructure & Operations – Central Support	<b>REPORT NO.</b>	R 31/2021
<b>DATE PREPARED</b>	03/12/2021	<b>FILE NO.</b>	
<b>MEETING DATE</b>	03/22/2021 (mm/dd/yyyy)		
<b>SUBJECT</b>	Single Source Approval for Eye on the Street Servers and Software		

## **RECOMMENDATION**

WITH RESPECT to Report R 31/2021 (Infrastructure & Operations – Central Support) we recommend that Video Management System and control room equipment be single sourced to the firm of Paladin Technologies and that an agreement in the amount of \$95,538.76 [inclusive of HST] be approved for hardware and software purchase and configuration associated with this project;

AND THAT the Mayor and City Clerk be authorized to sign all documentation related to these matters;

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

## **LINK TO STRATEGIC PLAN**

The Eye on the Street renewal project supports the strategic goal of supporting public safety. Camera locations near waterways are being identified in response to community requests for more attention to those areas. Improvements in technology and software analysis will allow the Thunder Bay Police Service to better respond to and investigate crime. The solution is scalable, allowing additional cameras to be added as well as supporting potential future safety measures such as monitored panic alarms.

## **EXECUTIVE SUMMARY**

The purpose of this report is to seek Council's approval to award a single source contract for the purchase and setup of equipment required to manage the video feeds and monitoring of user access to the Eye on the Street program, as part of the current upgrade. City Council approval is required to award a single source contract in accordance with Section 4.09 of the Supply Management By-law No. 113-2011 using the negotiated method of procurement. Paladin Technologies was one of two vendors licensed to sell Genetec servers and software and was the lowest bidder in a request initiated by Tbaytel in January 2021.

## ***DISCUSSION***

The City of Thunder Bay and Thunder Bay Police Service (TBPS) are carrying out a renewal and upgrade to the Eye on the Street program. As a result of a grant from the Solicitor General's Office, the existing hardware and software are being replaced and new camera locations added to the system.

Tbaytel supports the current Video Management System (VMS) and when the renewal project was launched, were expected to source all equipment for the upgrade. However, as the project has evolved, their role has narrowed and City and TBPS have taken on the responsibility to acquire the hardware required for the operations. The camera replacements and network upgrades continue to be managed by Tbaytel.

There are a number of VMS products on the market, but Genetec has been deemed to be the product best suited to provide access controls and logs, integrate with the TBPS analytical solution and support the cameras that Tbaytel is supplying. While specifying a product/brand name is not generally recommended, an exemption can be made under 6.03 of the Supply Management By-law.

The Eye on the Street program collects personal information in the form of images in public space. While individuals cannot expect to be unseen in public space, Municipal Freedom of Information and Protection of Privacy legislation (MFIPPA) requires that citizens have a reasonable expectation that they are not under surveillance without purpose and intent. Any VMS must include rigorous controls on camera access and that an audit trail of users accessing footage needs to be automatically generated.

The funding application approved by the Solicitor General included a number of intended outcomes. To achieve these outcomes, the TBPS has selected BriefCam to analyse video both from Eye on the Street and other sources. Paladin Technologies was the successful vendor for that product based on three quotes received. The Genetec solution is known to communicate smoothly with their solution and working with one vendor will ensure a smooth integration of the two products.

Genetec has two approved suppliers who serve the Thunder Bay market. Tbaytel approached both suppliers, requesting proposals for the hardware, software and installation support in late January based on a standard camera configuration. City Administration followed up with both potential vendors to ensure that the prices were for comparable equipment and services. As a result of those discussions the estimates were deemed comparable, with Paladin Technologies offering the lowest total price.

In accordance with Section 4.09 of the Supply Management By-law No. 113-2011, Administration recommends Council approve single sourcing the supply of hardware and software and configuration and maintenance of said equipment to Paladin Technologies.

### ***FINANCIAL IMPLICATION***

Paladin Technologies has provided a price to provide servers, software and control centre equipment for the Eye on the Street program upgrade.

The total cost of this equipment and set up services is \$95,538.76 inclusive of HST.

Total Cost: \$ 95,538.76  
HST Rebate: ( 9,503.15)  
Total: 86,035.61

The Capital Budget for The Eye on the Street including carry forward amounts includes funds for this work. Additionally, the Ministry of the Solicitor General has provided a grant of \$200,000 to the Thunder Bay Police Services through their Closed-Circuit Television (CCTV) Grant program to support other components of the overall upgrade.

### ***CONCLUSION***

It is concluded that Paladin Technologies should be single sourced for the purchase and setup of the servers, VMS and control centre systems to implement the Eye on the Street program upgrade.

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

None

***PREPARED BY: Charles Campbell, Manager, Central Support Division***

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Kerri Marshall, General Manager – Infrastructure & Operations	March 12, 2021

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**MEETING DATE** 03/22/2021 (mm/dd/yyyy)

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**SUBJECT** Tax Exemption for Property Used by Veterans

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***SUMMARY***

At the December 21, 2020 Committee of the Whole meeting representatives of the Polish Combatants' Association provided a deputation relative to potentially re-classifying 195 N. Cumberland Street under section 6.1 of the Assessment Act. At that time, a resolution was passed referring the issue to Administration to report back on or before March 31, 2021.

Memorandum from Ms. K. Cannon, Director - Revenue, dated February 12, 2021 containing a motion relative to the above noted.

***RECOMMENDATION***

WITH RESPECT to the Memorandum from Ms. K. Cannon, Director – Revenue dated February 12, 2021, we recommend that By-law 045-2014 be amended, to update the exemption for the Polish Combatants' Association in Canada Branch No. 1 (Lakehead), Inc. to include all properties owned and occupied by the Polish Combatants Association that meet the criteria as identified in section 6.1 of the Assessment Act and to remove Royal Canadian Legion properties that are now exempt under section 3(1)15.1 of the Assessment Act.

***ATTACHMENTS***

1 K Cannon memo dated February 12 2021

## Memorandum

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**TO:** Krista Power, City Clerk

**FROM:** Kathleen Cannon, Director-Revenue

**DATE:** February 12, 2021

**SUBJECT:** Tax Exemption for Property Used by Veterans  
Committee of the Whole – March 22, 2021

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This memo is in response to the resolution dated December 21, 2020 with respect to the deputation by the Polish Combatant's Association relating to 195 N. Cumberland Street.

Section 6.1 of the Assessment Act R.S.O. 1990, A.31 provides authority for a Municipality to provide an exemption of Municipal taxes for a term up to ten years, for property that is used and occupied as a memorial home, clubhouse or athletic grounds by persons who served in the armed forces of His or Her Majesty or an ally of His or Her Majesty in any war. Education taxes are not exempt.

In 2004 and again in 2014, Council authorized a 10 year exemption of municipal taxes for 13 properties owned by the Royal Canadian Legion and the Polish Combatants Association under Section 6.1 of the Assessment Act. The by-law identified the specific properties for municipal tax exemption.

In 2020, the municipal tax exemption for properties owned and occupied by Polish Combatants Association totaled \$5,987.

In 2016, The Polish Combatants Association purchased a property that is not included in the list of properties that Council approved for exemption in 2014. The municipal taxes on this property in 2020 was \$1,220.

In 2019, the Assessment Act was amended to include a new section 3(1)15.1 exempting land from property taxation that is used and occupied as a memorial home, clubhouse or athletic grounds by an Ontario branch of the Royal Canadian Legion. The exemption is for both municipal and education taxes and Council is not required to pass a by-law for this exemption.

WITH RESPECT to the Memorandum from Ms. K. Cannon, Director – Revenue dated February 12, 2021, we recommend that By-law 045-2014 be amended, to update the exemption for the Polish Combatants' Association in Canada Branch No. 1 (Lakehead), Inc. to include all properties owned and occupied by the Polish Combatants Association that meet the criteria as identified in section 6.1 of the Assessment Act and to remove

Royal Canadian Legion properties that are now exempt under section 3(1)15.1 of the Assessment Act.

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**MEETING DATE** 03/22/2021 (mm/dd/yyyy)

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**SUBJECT** Landscaping Design at Edward St / Redwood Ave Roundabout

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***SUMMARY***

Memorandum from Ms. K. Dixon, Director - Engineering & Operations, dated March 5, 2021 relative to a Medicine Wheel landscaping theme for the roundabout being designed at the Edward Street and Redwood Avenue intersection, for information.

Memorandum from Councillor S. Ch'ng, dated March 11, 2021 containing a motion relative to the above noted.

***RECOMMENDATION***

WITH RESPECT to the memorandum from Ms. K. Dixon, Director - Director Engineering & Operations – Infrastructure & Operations dated March 5, 2021 relative to the Landscaping Design at Edward St / Redwood Ave Roundabout, we recommend that the Medicine Wheel Design and landscaping installation as outlined in the memorandum be approved;

AND THAT the funding required for the ongoing maintenance of the installation be included in the 2022 budget and all budget years going forward;

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

***ATTACHMENTS***

- 1 K Dixon memo dated March 5 2021
- 2 S Ch'ng memo dated March 11, 2021

## **Memorandum**

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**TO:** Krista Power, City Clerk

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

**DATE:** March 5, 2021

**SUBJECT:** Landscaping Design at Edward St / Redwood Ave Roundabout  
**Committee of the Whole March 22, 2022**

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After consultation with the City of Thunder Bay Anishinaabe Elders Council, Administration has reviewed a Medicine Wheel as a possible landscaping theme for the roundabout being designed at the Edward Street and Redwood Avenue intersection. This memorandum provides an overview of the concept and the associated initial capital costs and long term maintenance costs compared to an un-themed landscape. An illustration of each concept is enclosed.

A medicine wheel is an Indigenous symbol composed of a circle divided into four quadrants of black, white, yellow and red. Each quadrant can represent several aspects such as directions (north, south, east, west), the four seasons, traditional medicinal plants (sage, tobacco, cedar, sweet grass), air, water, earth and fire, or others. This symbol is also used in other cultures.

Administration met with the Elders Council to discuss the medicine wheel concept and get their feedback on the appropriateness of using this symbol as a roundabout theme and representative local plants that could be used in the landscaping. The Elders Council was supportive of the idea and provided important feedback on plantings. This initiative would support the Council approved Indigenous Relations and Inclusion Strategy Pillar 3 - Commitment 8.3 Collaborate on new place-making initiatives and opportunities for welcoming spaces in the city.

The Medicine Wheel theme would encompass the landscaping area in the central island and exterior planting areas of the roundabout. Under this concept, the truck apron of the central island would be paved with asphalt and painted using thermoplastic in the traditional colours of the medicine wheel. The central green space of the island would be landscaped with flowers/plants matching the corresponding colour of the medicine wheel. The exterior landscaping areas would be planted with representative traditional plants following the medicine wheel associated symbolism and teachings. In addition there will be four (4) plaques located near the sidewalks on the exterior of the roundabout that would provide an overview of the meaning and traditional uses of the plants in the quadrant.

Alternatively, the roundabout can be landscaped following a more conventional manner, featuring various hardy plants, low lying shrubs, and trees in the central island and the exterior planting areas. The central island would include a coloured concrete truck apron.



The 2021 capital budget includes sufficient funds to construct either alternative with capital costs being similar.

The operating and maintenance costs for the Medicine Wheel theme are higher than the conventional theme because of the thermoplastic paint markings applied on the truck apron and more intensive plant maintenance. The increased maintenance costs for the thermoplastics are estimated at \$30,000 every 7-10 years, but could be less with limited traffic wear on the truck apron. Planting beds will require additional maintenance resulting in an annual operating increase to the Parks & Open Spaces budget of \$5,300 for the Medicine Wheel or \$3,700 for more basic plantings.

## Memorandum

**TO:** Krista Power, City Clerk

**FROM:** Councillor S. Ch'ng

**DATE:** March 11, 2021

**SUBJECT:** Motion – Roundabout – Medicine Wheel Installation  
*Committee of the Whole – March 22, 2021*

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Members of Council,

It has been my privilege to connect and work with the City of Thunder Bay Anishinaabe Elders Council who supports and advises with respect to the work of the Indigenous Relations and Inclusion Section as well as City Council. Earlier in 2020, one of the items of discussion brought to the Elders Council was relative to the installation of landscaping and a medicine wheel at the Roundabout that will be located at Redwood and Edward Street. This project was supported by the Elders Council and I appreciate the work of Engineering and Operations to bring this project forward.

As such, I offer the following motion for Council's consideration;

WITH RESPECT to the memorandum from Ms. K. Dixon, Director - Director Engineering & Operations – Infrastructure & Operations dated March 5, 2021 relative to the Landscaping Design at Edward St / Redwood Ave Roundabout, we recommend that the Medicine Wheel Design and landscaping installation as outlined in the memorandum be approved;

AND THAT the funding required for the ongoing maintenance of the installation be included in the 2022 budget and all budget years going forward;

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



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**MEETING DATE**     03/22/2021 (mm/dd/yyyy)

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**SUBJECT**             Accessibility Advisory Committee Advocacy - Mask Exemptions

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**SUMMARY**

Memorandum from Ms. T. Soderberg, Chair – Accessibility Advisory Committee, dated March 15, 2021 relative to the above noted, for information. (Distributed separately)



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**MEETING DATE**     03/22/2021 (mm/dd/yyyy)

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**SUBJECT**             Sister Cities Update

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***SUMMARY***

Memorandum from Mr. M. Villella, Chair – Sister Cities Advisory Committee dated March 9, 2021 relative to the above noted, for information.

***ATTACHMENTS***

1 M Villella memo dated March 9 2021

# Memorandum

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

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**TO:** Krista Power, City Clerk

**FROM:** Matt Villella, Chair – Sister Cities Advisory Committee

**DATE:** March 9, 2021

**SUBJECT:** *Sister Cities Update*  
Committee of the Whole – March 22, 2021

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Members of Council,

This memorandum is provided for your information and for the information of the public relative to the work associated with the Sister Cities Advisory Committee.

As you are aware, 2020 was an extraordinary year and has impacted our world significantly. The work of Sister Cities has always focused on exchange; cultural, economic, and educational and many of those exchanges have happened through travel in the past, to visit our Sister Cities and to welcome our Sister Cities when they travelled to Thunder Bay. In response to the reality of the pandemic, the Sister Cities committee took a step back. Our committee did not meet between April and November to allow for time to better grapple with the changes that had impacted our work.

Moving forward, we submitted a budget for 2021 that is less \$19,000 which is the travel portion of the annual budget which was approved. This acknowledges that travel is not a possibility in 2021 for many reasons. While we will not be able to travel to our Sister Cities or host them here, we are actively working on virtual exchange opportunities where possible. Recently we hosted an online meeting exchange with representatives in our Sister City of Jiaozuo, China over Zoom. This was an excellent opportunity to connect and exchange how the pandemic has impacted both of our communities. Our Committee is also in a period of evaluation and are currently focused on re-evaluating the relationships with each of our Sister Cities and Friendship Cities to determine how these relationships need to evolve and change. Another of our biggest projects is work on a model that can be applied for tracking the economic impact of our relationships with our Sister Cities, that work has begun and will be our main focus for the early part of 2021.

Moving forward in the post pandemic reality, it is the position of Sister Cities that this committee can work alongside our educational partners to assist with support of with their International Student Programs at Confederation College, Lakehead University and Lakehead Public Schools. We have also shared our willingness to assist with the economic recovery for our community outside of COVID-19 and welcomed, Mr. Piero Pucci, Supervisor Economic Development from

the CEDC as a full voting member of our team, we are pleased and encouraged to have his participation and expertise.

Should you have any questions or like further information about our work, I would be happy to meet with you one on one to discuss. We are projecting to report to Council mid 2021 on the outcome of our work associated with the review of Sister Cities and Friendship Cities and also the economic impact assessment model. We look forward to bringing you that information as soon as we are able.

C.C. Members of the Sister Cities Advisory Committee  
Kathleen Lynch, President, Confederation College  
Moira McPherson, President, Lakehead University  
Ian McRae, Superintendent of Education, Lakehead Public Schools  
Eric Zakrewski, CEO, CEDC

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**MEETING DATE** 03/22/2021 (mm/dd/yyyy)

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**SUBJECT** Establishment of Committee of the Whole - Special Session and City Council - Special Session - Monday, March 29, 2021

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***SUMMARY***

Memorandum from Ms. K. Power, City Clerk, dated March 16, 2021 containing a motion to establish Special Committee of the Whole and City Council meetings on Monday, March 29, 2021.

***RECOMMENDATION***

THAT a Committee of the Whole – Special Session meeting be scheduled on Monday, March 29, 2021 at 6:30 pm in order to receive reports and information previously scheduled for the March 15, 2021 Committee of the Whole Meeting that required cancellation due to technical interruptions in addition to any reports and information that are time sensitive or have legislative requirements;

AND THAT a City Council – Special Session meeting be scheduled for Monday, March 29, 2021 immediately following the Committee of the Whole – Special Session meeting, in order to ratify previous minutes of Committee of the Whole and City Council, to ratify any required resolutions from the March 29, 2021 Committee of the Whole – Special Session meeting, and to consider any necessary by-laws.

***ATTACHMENTS***

1 K Power memo dated March 16 2021

## Memorandum

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

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**TO:** Members of Council

**FROM:** Krista Power, City Clerk

**DATE:** Tuesday, March 16, 2021

**SUBJECT:** Establishment of Committee of the Whole – Special Session and City Council –  
Special Session – Monday, March 29, 2021

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The following motion will be presented at the Committee of the Whole meeting on Monday, March 22, 2021 for Council's consideration:

“THAT a Committee of the Whole – Special Session meeting be scheduled on Monday, March 29, 2021 at 6:30 pm in order to receive reports and information previously scheduled for the March 15, 2021 Committee of the Whole Meeting that required cancellation due to technical interruptions in addition to any reports and information that are time sensitive or have legislative requirements;

AND THAT a City Council – Special Session meeting be scheduled for Monday, March 29, 2021 immediately following the Committee of the Whole – Special Session meeting, in order to ratify previous minutes of Committee of the Whole and City Council, to ratify any required resolutions from the March 29, 2021 Committee of the Whole – Special Session meeting, and to consider any necessary by-laws.”

/11