



AGENDA MATERIAL

COMMITTEE OF THE WHOLE

MEETING DATE: MONDAY, MARCH 28, 2022

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

TIME: 6:30 P.M.



MEETING: Committee of the Whole

DATE: Monday, March 28, 2022

Reference No. COW - 12/53

CLOSED SESSION in the McNaughton Room at 5:30 p.m.

Committee of the Whole - Closed Session

Chair: Councillor Aldo Ruberto

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

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

Committee of the Whole - Administrative Services Session

Chair: Councillor Mark Bentz

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - Committee of the Whole - March 28, 2022

WITH RESPECT to the March 28, 2022 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed. **(Page 5)**

ITEMS ARISING FROM CLOSED SESSION

REPORTS OF COMMITTEES, BOARDS AND OUTSIDE AGENCIES

Community Communications Committee Minutes

Minutes of Meeting 1-2022 of the Community Communications Committee held on January 12, 2022, for information. **(Pages 6 - 10)**

Official Recognition Committee Minutes

Minutes of Meeting 01-2022 of the Official Recognition Committee held on January 11, 2022, for information. **(Pages 11 - 14)**

Thunder Bay Police Services Board Minutes

Minutes of Meetings 2 and 3 of the Fifty-Third Thunder Bay Police Services Board held on December 21, 2021 and January 18, 2022 respectively, for information. **(Pages 15 - 30)**

Anti-Racism & Respect Advisory Committee Minutes

Minutes of Meeting 1-2022 of the Anti-Racism & Respect Advisory Committee held on January 24, 2022, for information. **(Pages 31 - 37)**

Inter-Governmental Affairs Committee Minutes

Minutes of Meeting 08-2021 and 01-2022 of the Inter-Governmental Affairs Committee held on December 13, 2021, and March 7, 2022 respectively, for information. **(Pages 38 - 45)**

REPORTS OF MUNICIPAL OFFICERS

Annual Report on Council, Board and Committee Expenses

Report R 19/2022 (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 46 - 57)**

Memorandum from Manager - Accounting Lauren Paradis dated March 11, 2022 providing information relative to the above noted.

Property Tax Accounts with 2020 Arrears

Report R 30/2022 (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 58 - 80)**

WITH RESPECT to Report R 30/2022 (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 31/2022 (Corporate Services & Long Term Care - Revenue) recommending the cancellation, reduction or refund of taxes totaling \$51,380.51. **(Pages 81 - 85)**

Confidential memorandum from Manager - Billing & Collection Services Chantal Harris, dated March 11, 2022 relative to the above noted. (Distributed separately to Members of Council, General Manager - Corporate Services & Long Term Care, City Manager and City Solicitor only.)

WITH RESPECT to Report R 31/2022 (Corporate Services & Long Term Care - Revenue), we recommend that the cancellation, reduction or refund of taxes totaling \$51,380.51 as outlined in the Report be approved;

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

Application For Cancellation, Reduction or Refund of Taxes Re: Section 358 Of The Municipal Act

Report R 32/2022 (Corporate Services & Long Term Care - Revenue) recommending approval of reduction and/or refund of property taxes, totaling \$34,007.05. **(Pages 86 - 88)**

Confidential Memorandum from Manager - Billing & Collection Services Chantal Harris dated March 11, 2022 relative to the above noted. (Distributed separately to Members of Council, General Manager - Corporate Services & Long Term Care, City Manager and City Solicitor only.)

WITH RESPECT to Report R 32/2022 (Corporate Services & Long Term Care - Revenue), we recommend that the cancellation, reduction or refund of taxes totaling \$34,007.05 due to gross or manifest errors in the preparation of the assessment rolls as outlined in the Report be approved;

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

Harry Kirk Archives and Records Centre Expansion

Report R 37/ 2022 (City Manager's Office - Office of the City Clerk) relative to the above noted, for information. **(Pages 89 - 100)**

Memorandum from Manager - Archives, Records and Privacy Matt Szybalski dated March 3, 2022 requesting an opportunity to provide a presentation relative to the above noted.

For information.

Use of Corporate Resources: Municipal Elections

Report R 34/2022 (City Manager's Office - Office of the City Clerk) presenting a draft policy for consideration on the use of Corporate resources by incumbent candidates in Municipal Election campaigns. **(Pages 101 - 106)**

WITH RESPECT to Report R 34/2022 (City Manager's Office - Office of the City Clerk) we recommend the approval and adoption of the updated Corporate Policy – Use of Corporate Resources: Municipal Elections as appended to and outlined in this Report into the Corporate Policy Manual;

AND THAT the necessary by-law be presented to City Council for ratification.

FIRST REPORTS

PETITIONS AND COMMUNICATIONS

Visit from Consul General of Japan – November 26, 2022

Memorandum from Councillor Brian McKinnon, dated March 15, 2022 containing information relative to the above noted. **(Pages 107 - 115)**

OUTSTANDING ITEMS

Outstanding List for Administrative Services as of March 15, 2022

Memorandum from City Clerk Krista Power, dated March 15, 2022 providing the Administrative Services Outstanding Items List, for information. **(Pages 116 - 117)**

NEW BUSINESS

ADJOURNMENT



MEETING DATE 03/28/2022 (mm/dd/yyyy)

SUBJECT Confirmation of Agenda - Committee of the Whole - March 28, 2022

SUMMARY

Confirmation of Agenda - Committee of the Whole - March 28, 2022

RECOMMENDATION

WITH RESPECT to the March 28, 2022 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.



MEETING DATE 03/28/2022 (mm/dd/yyyy)

SUBJECT Community Communications Committee Minutes

SUMMARY

Minutes of Meeting 1-2022 of the Community Communications Committee held on January 12, 2022, for information.

ATTACHMENTS

1. Community Communications Committee Minutes - January 12, 2022

DATE: WEDNESDAY, JANUARY 12, 2022**MEETING NO. 01-2022****TIME:** 5:03 PM**PLACE:** VIA MICROSOFT TEAMS**CHAIR:** COUNCILLOR S. CH'NG**PRESENT:**

Councillor Shelby Ch'ng
Councillor Cody Fraser
Councillor Brian Hamilton
Jason Veltri

OFFICIALS:

Norm Gale, City Manager
Krista Power, City Clerk
Tracie Smith, Director – Strategic Initiatives &
Engagement
Lori Wiitala, Council & Committee Clerk

1.0 ELECTION OF CHAIR AND VICE CHAIR

Krista Power, City Clerk, administered nominations for Chair and Vice Chair of the Community Communications Committee for 2022.

Councillor Brian Hamilton nominated Councillor Shelby Ch'ng for the position of Chair.

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

There were no other nominations for position of Chair.

It was the consensus of the Committee that Councillor Shelby Ch'ng be appointed Chair of the Community Communications Committee for the City of Thunder Bay until November 14, 2022, or until such time as a replacement has been appointed.

Councillor Cody Fraser nominated Jason Veltri for the position of Vice-Chair.

Jason Veltri agreed to let his name stand.

There were no other nominations for position of Vice-Chair.

It was the consensus of the Committee that Jason Veltri be appointed Vice Chair of the Community Communications Committee for the City of Thunder Bay until November 14, 2022, or until such time as a replacement has been appointed.

Councillor Shelby Ch'ng assumed the Chair.

2.0 DISCLOSURES OF INTEREST

None.

3.0 AGENDA APPROVAL

MOVED BY: Councillor Brian Hamilton
SECONDED BY: Jason Veltri

With respect to the January 12, 2022 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 Meeting 03-2021 of the Community Communications Committee held on October 13, 2021, for approval.

MOVED BY: Councillor Cody Fraser
SECONDED BY: Councillor Brian Hamilton

THAT the Minutes of Meeting 03-2021 of the Community Communications Committee held on October 13, 2021, be approved.

CARRIED

5.0 REVIEW OF COMMITTEE TERMS OF REFERENCE

The Committee Terms of Reference were reviewed, as required annually.

It was consensus of Committee that no amendments to the Terms of Reference were required.

6.0 CITIZEN SATISFACTION SURVEY

Director – Strategic Initiatives & Engagement Tracie Smith provided a PowerPoint presentation relative to the above noted.

The following information was provided:

The purpose of doing survey is to gather consistent information from community members to help identify issues that are front of mind including:

- overall impressions of quality of life in Thunder Bay
- perceptions of City services, including perceived importance and satisfaction
- perceptions of value for tax dollars and taxes in general
- perceptions of major capital projects and infrastructure
- perceptions of crime and community safety
- perceptions of racism and discrimination

The Citizen Satisfaction Survey has been conducted 6 times over more than 10 years and the same timeline and methods of retrieving information is used to ensure consistency. The survey was developed by IPSOS in 2009 and has been fine tuned by their company to ensure best practice. The survey is distributed via landline and cell phone to 500 randomly chosen individuals who are 18 years of age or older and is available on the Get Involved website to those who choose to participate. The results are presented to the Community Communications Committee and at Committee of the Whole annually in May and a representative from IPSOS will be in attendance.

Tracie Smith provided an overview of the questionnaire and the results of the previous survey.

Discussion was held regarding the Thunder Bay Police Services and including their strategic plan goals of trust and transparency as a form of a question on the survey and it was concluded that the Thunder Bay Police Services have their own advocacy procedures.

Discussion was held regarding the questions on the survey and it was concluded that the questions remain the same for each active survey to ensure consistency for data collection purposes.

Discussion was held regarding adjustments being made to the gender identity section of the survey to be inclusive and it was concluded that this can be completed without changing the nature of the questions on the survey and it was noted that there is nothing in policy that would prohibit such change.

7.0 NEW BUSINESS

7.1 Website Pop-up Window

It was suggested to add a pop-up window to the home page of the City of Thunder Bay website for access to view Meetings of Council. Corporate Communications will advise if this is a feasible option.

8.0 NEXT MEETING

The next meeting date is to be determined.

9.0 ADJOURNMENT

The meeting adjourned at 6:00 p.m.



MEETING DATE 03/28/2022 (mm/dd/yyyy)

SUBJECT Official Recognition Committee Minutes

SUMMARY

Minutes of Meeting 01-2022 of the Official Recognition Committee held on January 11, 2022, for information.

ATTACHMENTS

1. Official Recognition Committee Minutes - January 11, 2022

DATE: January 11, 2022

MEETING NO. 01-2022

TIME: 1:35 p.m.

PLACE: via MS Teams

CHAIR: Allison Hill

PRESENT:

Councillor Peng You
Allison Hill
Ollie Sawchuk

OFFICIALS:

Dana Earle, Deputy City Clerk
Tina Larocque, Coordinator – Boards,
Committees and Special Projects

1.0 DISCLOSURES OF INTEREST

There were no disclosures of interest declared at this time.

2.0 AGENDA APPROVAL

MOVED BY: Councillor Peng You
SECONDED BY: Ollie Sawchuk

WITH RESPECT to the January 11, 2022 Official Recognition Committee meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3.0 ELECTION OF CHAIR AND VICE CHAIR

The Deputy City Clerk administered the nominations and election process for Chair and Vice-Chair of the Official Recognition Committee.

MOVED BY: Councillor Peng You
SECONDED BY: Ollie Sawchuk

WITH RESPECT to the Chair and Vice-Chair of the Official Recognition Committee, we recommend that Allison Hill be appointed as Chair and Ollie Sawchuk be appointed as Vice Chair of the Committee for the remainder of the 2022 calendar year or until such time as replacements have been appointed, as required annually.

CARRIED

4.0 MINUTES OF PREVIOUS MEETING

The Minutes of Meeting No. 06-2021 of the Official Recognition Committee held on December 7, 2021 to be confirmed.

MOVED BY: Councillor Peng You
SECONDED BY: Ollie Sawchuk

THAT the Minutes of Meeting No. 06-2021 of the Official Recognition Committee held on December 7, 2021, be confirmed.

CARRIED

5.0 CITIZENS OF OUTSTANDING ACHIEVEMENT MONTHLY AWARDS

5.1 Current Nominations

At the November 9, 2021 meeting, a Chronicle Journal article was brought forward relative to a Thunder Bay Diver. At that time, the Committee discussed the article and it was consensus of the Committee that Councillor Peng You will contact a nominator and seek additional information to be presented at a future meeting. At the December 7, 2021 meeting, Councillor Peng You advised that he had followed up on a nomination. At this time, a nomination form has not been received.

At the November 9, 2021 meeting, a nomination was brought forward relative to a Thunder Bay group that shows great leadership in the community on climate change awareness. The Committee reviewed the nomination and it was consensus of the Committee to approve the nomination. The office of the city clerk will contact the nominee and coordinate the presentation before City Council. The Deputy City Clerk advised that the presentation had taken place at the December 20, 2021 Committee of the Whole meeting.

At the November 9, 2021 meeting, a CBC News Article was brought forward relative to a co-leader of a Felt Project. The Committee discussed the article and it was consensus of the Committee that a committee member will contact a nominator and seek additional information to be presented at a future meeting. At the December 7, 2021 meeting, a nomination had not been received. Allison Hill advised that she would follow up with the Art Gallery. At this time, a nomination has not been received.

At the November 9, 2021 meeting, a Superior morning show clip was brought forward relative to one of the organizers of the sacred fire in Thunder Bay. It was consensus of the Committee that Samantha will contact a nominator and seek additional information to be presented at a future meeting. At the December 7, 2021 meeting, Samantha advised she had followed up with a nominator. At this time, a nomination has not been received.

At the November 9, 2021 meeting, A CBC News Article was brought forward relative to a resident who was helping others in the community. The Committee discussed the article and it was decided that they required additional information. It was consensus of the Committee that Allison Hill contact a nominator and seek additional information to be presented at a future meeting. At the December 7, 2021 meeting, Allison provided additional information. At that time, Allison advised that she would be reaching out to a nominator.

At the January 11, 2022, a nomination for a monthly award received January 2, 2022, from A. Kane relative to the above noted was presented. The Committee reviewed the nomination and it was consensus that the nomination be approved. The presentation will be scheduled at an upcoming Committee of the Whole meeting in February.

6.2 New Nominations

The Committee discussed the Thunder Bay curling team that won gold in the women's Canadian Curling Club Championships in Ottawa. It was consensus of the Committee that Allison seek additional information.

The Committee discussed the Thunder Bay Police Officer who jumped in the water saving a person's life. It was consensus of the Committee that the Dana Earle follow up with the Chief of Police for more information.

7.0 2021/2022 ANNUAL CITIZENS OF EXCEPTIONAL ACHIEVEMENT AWARDS

The Committee discussed potential dates and venue location options for the upcoming Annual Awards. It was consensus of the Committee that Tina Larocque book a tentative date in June for indoor event space, along with reserving a potential outside location. The Committee will wait until additional information comes forward relative to provincial guidelines before confirming event location.

8.0 NEW BUSINESS

The Chair advised that Elaine Waring, a former Committee member had passed in December. Elaine was a very hardworking individual and was involved with the Committee for numerous years. Condolences were sent to the family.

9.0 NEXT MEETING DATE – Monday, February 14 at 1-2:30 p.m.

The Committee discussed the upcoming meeting dates. It was consensus of the Committee that the next 3 meetings be held on February 14, March 14 and April 11 from 1-2:30 p.m.

10.0 ADJOURNMENT

The meeting adjourned at 2:45 p.m.

MEETING DATE 03/28/2022 (mm/dd/yyyy)

SUBJECT Thunder Bay Police Services Board Minutes

SUMMARY

Minutes of Meetings 2 and 3 of the Fifty-Third Thunder Bay Police Services Board held on December 21, 2021 and January 18, 2022 respectively, for information.

ATTACHMENTS

1. Thunder Bay Police Services Board Minutes - December 21, 2021
2. Thunder Bay Police Services Board Minutes - January 18, 2022

**MEETING: THE SECOND MEETING OF THE FIFTY-THIRD THUNDER BAY
POLICE SERVICES BOARD**

DATE: DECEMBER 21, 2021

TIME: 9:01 A.M.

PLACE: ELECTRONIC MEETING VIA MS TEAMS

CHAIR: COUNCILLOR K. OLIVER

PRESENT:

Mayor B. Mauro
Ms. G. Morriseau
Councillor K. Oliver
Mr. R. Pelletier
Mr. M. Power

GUESTS:

PC S. Bourdeau
Ms. J. Atwood-Petkovski, Principles
Integrity
Mr. J.A. Abrams, Principles Integrity

OFFICIALS:

Ms. S. Hauth, Chief of Police
Mr. R. Hughes, Deputy Police Chief
Ms. D. Paris, Director – Financial Services & Facilities,
Thunder Bay Police Service
Mr. C. Adams, Director – Communications &
Technology
Mr. C. Woods, President – Thunder Bay Police
Association
Ms. M. Zanette, KPW Communications
Mr. J. Hannam, Secretary – Thunder Bay Police
Services Board
Ms. L. Douglas, Assistant to the Secretary - Thunder
Bay Police Services Board

1. DISCLOSURES OF INTEREST

There were no disclosure of interest declared at this time.

2. CONFIRMATION OF AGENDA

MOVED BY: Mr. M. Power
SECONDED BY: Mayor B. Mauro

With respect to the Second Session (Regular) of the Fifty-Third Thunder Bay Police Services Board held on December 21, 2021, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3. CONFIRMATION OF MINUTES

The Minutes of the Twenty-First Session (Regular) of the Fifty-Second Thunder Bay Police Services Board held on November 16, 2021 to be confirmed.

On Page 5 (of 7) of the Regular Session Minutes > General Matters > OIPRD Annual Report

Recommendations, Chief S. Hawth asked that the training dates (December 13 – December 16, 2021) for the culturally significant training be included in the minutes. The November 16, 2021 Regular Session Minutes will be amended accordingly.

MOVED BY: Mayor B. Mauro

SECONDED BY: Mr. M. Power

THAT the Minutes of the Twenty-First Session (Regular) of the Fifty-Second Thunder Bay Police Services Board held on November 16, 2021 be confirmed as amended.

CARRIED

4. PRESENTATIONS

a) Certificate of Appreciation

A Certificate of Appreciation was presented to PC Sharlene Bourdeau in recognition of her work with the Tree of Hope Project and her community volunteerism.

Chief S. Hawth provided an overview of her passion, commitment, and accomplishments with the Police Service and in the community.

PC Bourdeau's goal is to have trees of hope lit coast to coast, with plans to go to Parliament Hill with this initiative.

Mayor Mauro also thanked her for her work, and congratulated her good work on creating a movement.

PC Bourdeau left the meeting.

b) Our Call Video Series

Mr. C. Adams, Director – Communications & Technology, was pleased to present the 2nd episode of the Police Service's "Our Call" video series.

The episode showcased a call for service on August 30, 2021 – a dramatic water rescue at the Kaministiquia River Heritage Park, where Constable Carson Bamford put his own safety in jeopardy by entering the water to save a life. The quick actions of Constable Bamford, the Fire Service and the EMS saved a man's life.

Mayor Mauro thanked the Service for this series, and noted that these videos are very helpful in relationship building with the Police Service and the front line first responders – particularly in a climate of COVID-19. More videos will follow each month.

c) 2021 Mayor's Community Safety Awards

On December 6, 2021, the 2021 Mayor's Community Safety Awards were presented virtually to two residents and four community projects. The Thunder Bay Police Services Board sponsored a \$1,000 award for the Indigenous Food Circle.

Chair K. Oliver provided an overview relative to this year's Awards and the Indigenous Food Circle. Chair Oliver recognized the efforts of Executive Committee member, Jessica McLaughlin. Several groups and two individuals were recognized at this year's event.

5. ANNUAL APPOINTMENT OF CHAIR AND VICE CHAIR

John Hannam, Secretary to the Board, called for nominations from the members of the Board for the appointment of a Chair and Vice Chair for the remainder of 2021 and for 2022.

Both Councillor K. Oliver and Mr. M. Power were elected by acclamation.

MOVED BY: Mr. M. Power
SECONDED BY: Mr. R. Pelletier

THAT Kristen Oliver be appointed Chair of the Thunder Bay Police Services Board until November 30, 2022, or until such time as a replacement has been appointed.

MOVED BY: Mr. R. Pelletier
SECONDED BY: Mayor B. Mauro

THAT Michael Power be appointed Vice Chair of the Thunder Bay Police Services Board until November 30, 2022, or until such time as a replacement has been appointed.

Councillor K. Oliver thanked all board members for their commitment and work on this board over the past year. Mr. M. Power also thanked the board members for their support and noted that he looks forward to a great 2022.

Chair Oliver assumed the role of Chair for the remainder of the meeting.

6. UNFINISHED BUSINESS

a) Front Line Deployment

At the September 21, 2021 Regular Session of the Board, a memorandum to Members of the Thunder Bay Police Services Board from Member B. Mauro, Mayor, dated September 8, 2021, relative to the Deployment of Front Line Officers, was provided for the Board's information.

Chief S. Hauth provided a PowerPoint presentation in response to the above noted memorandum.

The presentation highlighted the realities and current challenges of the Police Service.

- Over the last 2 years, gang activity and drug activity have increased dramatically.
- Conservatively, it is estimated \$2,800 in illegal drugs are sold per day per drug house or \$46M in drug sales per year in Thunder Bay.
- For the Board's information, Chief Hauth highlighted the drug trade, and the incredible amount of resources needed for enforcement.
- More officers are needed with a YTD total of 51,000 calls for service.
- The Police Service also deals with matters that should be directed to other social service agencies (i.e. the increase in mental health calls is significant).
- The Chief continues to work with other agencies to offer alternative services to better use our police services.
- New estimates of Thunder Bay's population (including the Board's new Strategic Plan) lies between 132,000 – 151,000. This has a significant and large impact on their service delivery. New data needs to translate into a proper level of staffing in the Police Service.
- As a result, resources are stretched to the limit.
- Administration is currently working on a new delivery model.

The Service is unable to meet all of the current demands based on current staffing levels.

Mayor Mauro noted that it's important that the community hears what challenges the Police Service faces.

Discussion was held on bail reform, and the Chief responded to questions. The Mayor asked for a resolution on bail reform for the next board meeting.

A brief discussion followed on the state of the North American-wide opioid crisis and fentanyl-related overdoses and deaths, as well as local impacts. The Board noted that this crisis will not only need leadership at the local level, it will need national and international leadership.

Chief Hauth noted that there have been 321 sudden death investigations YTD for 2021. Chief Hauth explained that this involves every call for service where someone has passed for any reason or circumstance. Every call is initially treated as a homicide and then the Police Service works its way down on the reason for passing based on the evidence; a necessary but demanding protocol.

7. REPORTS OF THE THUNDER BAY POLICE SERVICE

a) 2022 Operational Budget – Thunder Bay Police Service

Report No. 40/21 (Police), relative to the 2022 Proposed Operating Budget, was presented at the November 16, 2021 Regular Session of the Board.

Mr. J. Hannam, Secretary to the Thunder Bay Police Services Board, provided a brief overview relative to the above noted.

MOVED BY: Mr. M. Power
SECONDED BY: Mr. R. Pelletier

With respect to the 2022 Proposed Operating Budget for the Thunder Bay Police Service, as presented at the November 16, 2021 Regular Session of the Board, we recommend that the budget be approved for submission to the City of Thunder Bay.

CARRIED

b) Thunder Bay Police Service Initiatives

Memorandum to the Members of the Thunder Bay Police Services Board from Deputy Chief R. Hughes, dated December 10, 2021, relative to the Thunder Bay Police Service's 2020 – 2021 completed operational initiatives, was provided for the Board's information.

Deputy Chief R. Hughes provided an overview relative to the above noted and responded to questions. He highlighted several police service initiatives in 2020 – 2021 during COVID-19.

8. GENERAL MATTERS

a) Appointment of an Integrity Commissioner

Administrative Report No. 01/21, relative to the Appointment of an Integrity Commissioner, was provided for the Board's information.

Mr. J. Hannam, Secretary to the Thunder Bay Police Services Board, provided an overview relative to the above noted. Ms. Janice Atwood-Petkovski and Mr. Jeffrey A. Abrams, co-principals of Principles *Integrity* were introduced. There were no questions asked.

It was noted that City Council also works with an Integrity Commissioner.

MOVED BY: Mayor B. Mauro
SECONDED BY: Mr. M. Power

That with respect to the services of an Integrity Commissioner, as outlined in Administrative Report No. 01/21 from the Board Secretary, we recommend that the Thunder Bay Police Services Board appoint Principles *Integrity* to provide such services to the Board and its members as a single sourced provider;

AND THAT the Chair and Secretary be authorized to execute a letter of agreement to that effect;

AND THAT the Board Secretary develop and present to the Board such policies and by-laws that might be required to support the appointment of an Integrity Commissioner to the Board.

CARRIED

b) OIPRD Annual Report Recommendations

Summary of the status/progress of the OIPRD Recommendations since the last presentation on November 16, 2021, was provided for the Board's information.

Chief S. Hauth noted that the updates are highlighted in yellow for easy access.

c) Accounts Update – Payment of Invoices

Memorandum from John S. Hannam, Secretary to Members of the Thunder Bay Police Services Board, dated December 13, 2021, relative to the Monthly Summary of Invoices processed for payment since the November 16, 2021 Regular Session of the Board, was provided for the Board's information.

9. PETITIONS AND COMMUNICATIONS

a) Grant Opportunities

Memorandum to the Thunder Bay Police Services Board from Chief S. Hauth, dated December 8, 2021, relative to Grant Opportunities and Guns and Gangs Strategy, was provided for the Board's information.

Chief S. Hauth highlighted what grant opportunities the Service has access to. For 2022, the TBPS Local Priorities allocation has increased by \$162,722.92 from the previous grant cycle.

Administration will continue to apply; however, nothing is guaranteed.

Further to discussions about advocacy and support, it was the consensus of the Board that Mayor Mauro try to add grant applications with the Ministry of the Solicitor General to the NOMA meeting at the end of January, 2022.

b) Case for a New Thunder Bay Police Campus

Memorandum to the Thunder Bay Police Services Board from Chief S. Hauth, dated December 8, 2021, relative to an update on the Campaign Launch for a new Thunder Bay Police Campus, was provided for the Board's information.

Ms. S. Ash – Firedog Communication, provided an overview of the launch of the proactive and

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responsive campaign for a new Police Campus. The messaging focuses on safety, etc. and the need to provide a modern police facility to support today's demands for service. The campaign includes videos from the Police Service. A series of factsheets are being rolled out weekly.

Mr. M. Power noted that one-on-one tours of the headquarters are beneficial in bringing realities of the current headquarters forward.

c) Donation Request - 2021 Parade of Lights

Correspondence from Constable Greg Stephenson, Thunder Bay Police Association and Parade of Lights Committee Chair, to Chair Kristen Oliver, dated December 9, 2021, relative to a request for a donation towards the 2021 Parade of Lights, was provided for the Board's information.

Mr. J. Hannam provided a brief overview relative to the above noted.

MOVED BY: Mr. M. Power
SECONDED BY: Mr. R. Pelletier

With respect to the 2021 Parade of Lights held on December 4, 2021, we authorize a donation in the amount of \$1,000;

AND THAT the donation be paid from the Board's Special Account.

CARRIED

Chief Hauth thanked the officers who volunteered to ensure the parade and event were properly staffed.

d) Tracking Board Reports

There are no updates for the following outstanding Board reports/standing agenda items.

i. OCPC Chart – Summary of Recommendations

Summary of status/progress of OCPC Recommendations was presented for the Board's information on March 16, 2021.

ii. Digital Evidence Management System/ Body Worn Camera (DEMS/BWC) Project

Report No. 33/21 (Police) relative to an update on the activities and timelines of the Digital Evidence Management System/ Body Worn Camera (DEMS/BWC) Project Team, was provided for the Board's information on September 21, 2021.

- iii. Governance Committee Report
- iv. Report on TBPSB Special Account

10. NEW BUSINESS - None

11. CONFIRMING BY-LAW

MOVED BY: Mr. M. Power
SECONDED BY: Mayor B. Mauro

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Chair and Secretary to the Thunder Bay Police Services Board, sealed and numbered:

1. A By-law to confirm the proceedings of a Regular Session of The Thunder Bay Police Services Board, this 21st day of December, 2021.

Explanation: To confirm the proceedings and each motion, resolution and other action passed or taken by the Thunder Bay Police Services Board at this meeting is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

BY-LAW NUMBER: PC22– 2021

CARRIED

12. ADJOURNMENT

The meeting adjourned at 10:22 a.m.

**MEETING: THE FIFTH SESSION OF THE FIFTY-THIRD THUNDER BAY
POLICE SERVICES BOARD**

DATE: JANUARY 18, 2022

TIME: 9:01 A.M.

PLACE: ELECTRONIC MEETING VIA MS TEAMS

CHAIR: COUNCILLOR K. OLIVER

PRESENT:

Mayor B. Mauro
Ms. G. Morriseau
Councillor K. Oliver
Mr. M. Power

REGRETS:

Mr. R. Pelletier

GUESTS:

Inspector General of Policing:

Inspector General Ken Weatherill
Executive Data Officer Michelle Lloyd
Executive Assistant Lisa Kourtalis
Communications Officer Karina Pronska.

OFFICIALS:

Ms. S. Hauth, Chief of Police
Mr. R. Hughes, Deputy Police Chief
Ms. H. Walbourne, Legal Counsel – Thunder Bay
Police Service
Mr. C. Adams, Director – Communications &
Technology
Superintendent D. Taddeo, Thunder Bay Police
Service
Staff Sergeant G. Snyder – Professional Standards,
Thunder Bay Police Service
Mr. T. Gervais, Police Services Advisor – Ministry
of the Solicitor General
Ms. M. Zanette, KPW Communications
Mr. J. Hannam, Secretary – Thunder Bay Police
Services Board
Ms. L. Douglas, Assistant to the Secretary - Thunder
Bay Police Services Board

1. **DISCLOSURES OF INTEREST**

There were no disclosures of interest declared at this time.

2. **CONFIRMATION OF AGENDA**

Under New Business, Mayor B. Mauro added the Policing Agreement with the Municipality of Oliver-Paipoonge.

MOVED BY: Mr. M. Power

SECONDED BY: Mayor B. Mauro

With respect to the Fifth Session (Regular) of the Fifty-Third Thunder Bay Police Services Board held on January 18, 2022, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3. CONFIRMATION OF MINUTES

The Minutes of the Second Session (Regular) of the Fifty-Third Thunder Bay Police Services Board held on December 21, 2021 to be confirmed.

MOVED BY: Mr. M. Power

SECONDED BY: Mayor B. Mauro

THAT the Minutes of the Second Session (Regular) of the Fifty-Third Thunder Bay Police Services Board held on December 21, 2021 be confirmed.

CARRIED

4. PRESENTATION

a) Greetings from the Inspectorate of Policing

The *Community Safety and Policing Act*, 2019, awaiting proclamation, introduces a new structure in the Inspector General of Policing.

The Board welcomed Inspector General Ken Weatherill, Executive Data Officer Michelle Lloyd, Executive Assistant Lisa Kourtalis and Communications Officer Karina Pronska to the meeting.

Each member of the Inspector provided some personal background information about themselves.

The role and function of the Inspectorate was provided by Inspector General Ken Weatherill. It was noted that the Inspectorate operates at arms-length from the provincial government to provide independent policing oversight and, once proclaimed, it will ensure effective policing services under the *Community Safety and Policing Act*, 2019.

The Inspectorate has met with the Chiefs of Police across Ontario, and will be striving to strengthen relationships with the police services and boards; it believes in openness and transparency and will be proactively posting its work and sharing data. Its mandate is to protection life and property.

It was noted that there will be changes to the OCPC and the OIPRD once the Act is proclaimed.

Members of the Inspectorate responded to questions about funding, data collection, and potential synergies with the Ministry of Health.

At 9:37 a.m., the presentation ended and the Chair thanked the representatives of the Inspectorate for attending.

b) Our Call Video Series

Mr. C. Adams, Director – Communications & Technology, presented the 3rd episode of the Police Service’s “Our Call” video series.

The episode was a light-hearted event about Constable Tim Lampi – Uniform Patrol, and rural policing in the Municipality of Oliver-Paipoonge.

A brief discussion followed about the Board being more proactive with promotion of these videos.

5. REPORTS OF COMMITTEES

Report No. 01/22 (Police) relative to the semi-annual report from the Joint Health and Safety Committee (July – December, 2021), was provided for the Board’s information.

Mr. C. Adams, Director – Communications & Technology, Thunder Bay Police Service, provided an overview and highlights of the activities of the TBPS Joint Health and Safety Committee for the period July 1, 2021 to December 31, 2021.

The Board inquired if a trend analysis could be included in future reports; Chief Hauth confirmed that the Service can provide the Board with a trend analysis going forward.

6. REPORTS OF THE THUNDER BAY POLICE SERVICE

a) Quarterly Complaints

Report No. 02/22 (Police) relative to the summary of complaints for Q4 of 2021 (October, November, and December, 2021), was provided for the Board’s information.

Staff Sergeant G. Snyder – Professional Standards, Thunder Bay Police Service, provided an overview of public complaints made in Q4.

b) Digital Evidence Management System/ Body Worn Camera (DEMS/BWC) Project

Report No. 04/22 (Police) relative to a final update on the activities and timelines of the Digital Evidence Management System/ Body Worn Camera (DEMS/BWC) Project Team, was provide for the Board’s information.

Superintendent D. Taddeo, Thunder Bay Police Service, presented the report and responded to questions. He noted that all officers have adopted the vision of this project without opposition. The cameras show the gravity of their work, are providing evidence in areas of public complaints in order to provide a better understanding of what actually occurred, and are generally making their work more transparent.

The evidence is also used in training to assist officers with better techniques in their jobs. The “Our Call” videos are the result of the Police Service being proactive.

Superintendent Taddeo noted that there is a significant workload in managing the videos and data.

The Chair thanked Superintendent Taddeo for his leadership in this project, and noted the Board’s appreciation for all the work done to bring this project to fruition.

c) OIPRD Systemic Review Recommendations - Annual Update

Report No. 03/21 (Police) relative to the 3rd Annual Update on the status/progress of the OIPRD Systemic Review Recommendations, as well as a sample Initial Itinerary for the Indigenous Cultural Competency Training Session held in December, 2021, were for the Board’s information.

Summary/Chart of the status/progress of the OIPRD Recommendations to date was distributed separately to Board members prior to the meeting and uploaded to the Board’s website for public information after presentation.

Chief S. Hauth and Ms. H. Walbourne, Legal Counsel – Thunder Bay Police Service, provided an overview of the Annual Report and responded to questions. The majority of recommendations have been addressed and completed.

Chief Hauth gave credit to the members of the Service for their work on completing and/or implementing the recommendations.

Member Power noted for the community that this is a standing agenda item that is regularly reviewed for progress and taken very seriously by the Board.

A brief discussion was held relative to the urgent need for a pathology unit in Thunder Bay. This would greatly benefit northwestern Ontario. Advocacy continues.

7. GENERAL MATTERS

a) Bail Reform Advocacy

Memorandum to Members of the Thunder Bay Police Services Board from B. Mauro, Mayor, dated January 11, 2021, relative to Bail Reform Advocacy, was provided for the Board’s information.

Mayor B. Mauro provided an overview and noted that there is a call for bail reform across the province.

THUNDER BAY POLICE SERVICES BOARD (TBPSB)

REGULAR SESSION

January 18, 2022

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MOVED BY: Mayor B. Mauro

SECONDED BY: Mr. M. Power

With respect to the recent amendments to the Criminal Code of Canada under Bill C-75, we recommend that the Thunder Bay Police Services Board seek the support of the Ontario Association of Police Services Boards in advocating for further amendments to the Criminal Code, as regards bail release reform amendments, to better support our communities and police services;

AND THAT this also be referred to the City of Thunder Bay's Government Relations Committee for its support in advocacy;

AND THAT copies of this resolution be sent to local MPs and MPPs.

CARRIED

b) Police Services Board Special Account

Administrative Report No. 01/22, relative to a review of the Police Services Board's Special Account, was provided for the Board's information.

Proposal to the Thunder Bay Police Services Board from Thunder Bay and Area Victim Services (TBAVS), was for the Board's information. The TBAVS Financial Statements, for the year ending March 31, 2021, are available upon request.

Mr. J. Hannam, Secretary to the Board, provided an overview of the report and the proposal from TBAVS.

MOVED BY: Mr. M. Power

SECONDED BY: Mayor B. Mauro

That with respect to the Thunder Bay Police Services Board's Special Account, we recommend that the Board approve one time funding in the amount of \$4,800 be provided to Thunder Bay & Area Victim Services;

AND THAT the annual funding provided to the Thunder Bay Police Youth Corp be increased to \$3,500;

AND THAT Administration undertake a review of further funding opportunities for presentation to the Board.

CARRIED

THUNDER BAY POLICE SERVICES BOARD (TBPSB)

REGULAR SESSION

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c) Accounts Update – Payment of Invoices

Memorandum from John S. Hannam, Secretary to Members of the Thunder Bay Police Services Board, dated January 11, 2021, relative to the Monthly Summary of Invoices processed for payment since the December 21, 2021 Regular Session of the Board, was provided for the Board's information.

8. PETITIONS AND COMMUNICATIONS

a) Tracking Board Reports

There are no updates for the following outstanding Board reports/standing agenda items.

i. OCPC Chart – Summary of Recommendations

Summary of status/progress of OCPC Recommendations was presented for the Board's information on March 16, 2021.

ii. Governance Committee Report

9. NEW BUSINESS

Policing Agreement with Oliver-Paipoonge

Mayor B. Mauro requested a brief update on the above noted. As City Council enters into budget deliberations, he noted a revenue opportunity in the City's budget book, and requested more information in this regard.

Mr. J. Hannam provided an overview of the contract, which expires in 2023, and responded to questions. He noted that the City of Thunder Bay maintains a neutral cost position on providing this service – the City cannot make a profit (Municipal Act restrictions); Oliver-Paipoonge is only charged what it costs to provide policing service in their municipality.

Mr. Hannam will forward a summary relative to the above noted for Mayor Mauro to have on hand during the budget deliberations.

10. CONFIRMING BY-LAW

MOVED BY: Mr. M. Power

SECONDED BY: Mayor B. Mauro

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Chair and Secretary to the Thunder Bay Police Services Board, sealed and numbered:

THUNDER BAY POLICE SERVICES BOARD (TBPSB)

REGULAR SESSION

January 18, 2022

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1. A By-law to confirm the proceedings of a Regular Session of The Thunder Bay Police Services Board, this 18th day of January, 2022.

Explanation: To confirm the proceedings and each motion, resolution and other action passed or taken by the Thunder Bay Police Services Board at this meeting is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

BY-LAW NUMBER: PC2– 2022

CARRIED

11. ADJOURNMENT

The meeting adjourned at 10:30 a.m.

MEETING DATE 03/28/2022 (mm/dd/yyyy)

SUBJECT Anti-Racism & Respect Advisory Committee Minutes

SUMMARY

Minutes of Meeting 1-2022 of the Anti-Racism & Respect Advisory Committee held on January 24, 2022, for information.

ATTACHMENTS

1. Anti-Racism & Respect Advisory Committee Minutes - January 24, 2022

DATE: JANUARY 24, 2022**MEETING NO. 01-2022****TIME:** 12:03 P.M.**PLACE:** VIRTUAL MEETING – MS TEAMS**CHAIR:** JASON VELTRI**ELECTRONIC PARTICIPATION:**

Mayor Bill Mauro

Councillor Rebecca Johnson

Carol Audet, *Matawa First Nations*Chris Krumpholz, *Community Representative*Moffat Makuto, *Reg. Multicultural Youth Council*Michelle McGuire, *TB Urban Aboriginal
Advisory Committee*Anita Muggeridge - *Thunder Bay Multicultural
Association*Beth Ponka, *Kinna-aweya Representative*Ryan Scott, *Community Representative*Yamandeep Mahli, *LUSU Representative***OFFICIALS – ELECTRONIC
PARTICIPATION:**Cynthia Olsen, Manager – Community
Strategies

Jeff Howie, Policy Assistant to the Mayor

Maureen Nadin, Committee Resource

Katie Piché, Council & Committee Clerk

GUESTS:Tisha Duncan, *RMYC*Alexa Sagutcheway, *RMYC*Kristen Sugarhead, *placement student, RMYC*Leane Nothing, *placement student, RMYC*Zoey Kakegabon, *placement student, RMYC***1.0 LAND ACKNOWLEDGMENT**

The Council & Committee Clerk 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 WELCOME, DISCLOSURES OF INTEREST

Council & Committee Clerk Katie Piché welcomed those in attendance. There were no disclosures of interest declared at this time.

3.0 CONFIRMATION OF AGENDA

It was consensus of the Committee to add Muslim Summit, Incident Reporting and Diversity Thunder Bay Update to the agenda.

MOVED BY: Jason Veltri**SECONDED BY:** Chris Krumpholz

WITH RESPECT to the January 24, 2022 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

4.0 ELECTION OF CHAIR AND VICE CHAIR

Katie Piché, Council & Committee Clerk administered nominations for Chair and Vice-Chair.

MOVED BY: Beth Ponka
SECONDED BY: Michelle McGuire

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 2022 calendar year and until such time as a replacement has been appointed, as required annually.

CARRIED

MOVED BY: Michelle McGuire
SECONDED BY: Chris Krumpholz

WITH RESPECT to the Vice-Chair of the Anti-Racism & Respect Advisory Committee, we recommend that Tannis Kastern be appointed Vice-Chair of the Committee for the remainder of the 2022 calendar year and until such time as a replacement has been appointed, as required annually.

CARRIED

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

5.0 MINUTES OF PREVIOUS MEETINGS

The minutes of Meeting 08-2021 of the Anti-Racism & Respect Advisory Committee held on November 29, 2021 to be confirmed.

MOVED BY: Michelle McGuire
SECONDED BY: Chris Krumpholz

THAT the Minutes of Meeting 08-2021 of the Anti-Racism & Respect Advisory Committee, held on November 29, 2021, be confirmed

CARRIED

6.0 STRATEGIC PLANNING RETREAT UPDATE

On November 6, 2021 a Strategic Planning Retreat with Superior Strategies was held.

Strategic Planning Retreat Report was distributed separately via email, for the Committee's review.

A discussion was held relative to the above noted retreat. Chair Jason Veltri provided upcoming tentative timelines for the Committee to update the Committee's Terms of Reference. The following items were discussed:

- Terms of Reference review – draft to Committee by end of March and to Council following Committee's approval
- Create an Ad Hoc Committee to discuss and review retreat report – C. Olsen to support Ad Hoc; J. Veltri and M. McGuire to set up first meeting. Committee members were encouraged to contact the Chair if interested in joining Ad Hoc.
- New work plan to be developed for 2023 following review of retreat report and following approval of Terms of Reference.
- Develop Work plan throughout April and May 2022
- Review Work Plan - May 2022 and to Council following Committee's approval
- Committee needs strong foundation, clarity, potential name change

Committee Resource Maureen Nadin was thanked for writing the Retreat Report.

7.0 DENOUNCING QUEBEC'S BILL 21

Chair Jason Veltri provided an overview relative to the above noted and advised that a multitude of municipalities have passed similar resolutions, denouncing Quebec's Bill 21.

Mayor Mauro advised that the Ontario Big City Mayors group has also recently passed a similar resolution. Mayor of Brampton Patrick Brown started this movement against the systemically racist bill.

MOVED BY: Mayor Bill Mauro
SECONDED BY: Chris Krumpholz

WITH RESPECT to the Anti-Racism and Respect Advisory Committee, we recommend that Thunder Bay City Council oppose the Province of Quebec's Bill 21, An Act respecting the laicity of the State and reaffirm the City's commitment to upholding religious freedoms as outlined in the Canadian Charter of Rights and Freedoms;

AND THAT Thunder Bay City Council endorse the initiative lead by the Regional Municipality of Peel and Calgary City Council, that asks the Canadian Coalition of Inclusive Municipalities, of which the City of Thunder Bay is a member, to create a nationwide campaign that highlights the harmful widespread impacts of Bill 21 on social cohesion and inclusion in Canada;

AND THAT Thunder Bay City Council send a letter to the Federal government requesting it unequivocally condemn and challenge Quebec's Bill 21;

AND THAT the City of Thunder Bay provide a one-time contribution of up to \$10,000 to support the legal challenge.

The following amendment was presented for the Committee's consideration:

MOVED BY: Mayor Bill Mauro

SECONDED BY: Beth Ponka

WITH RESPECT to the resolution relative to Denouncing Quebec's Bill 21, we recommend that the following paragraph be deleted:

“AND THAT the City of Thunder Bay provide a one-time contribution of up to \$10,000 to support the legal challenge.”

CARRIED

MOVED BY: Mayor Bill Mauro

SECONDED BY: Chris Krumpholz

WITH RESPECT to the Anti-Racism and Respect Advisory Committee, we recommend that Thunder Bay City Council oppose the Province of Quebec's Bill 21, An Act respecting the laicity of the State and reaffirm the City's commitment to upholding religious freedoms as outlined in the Canadian Charter of Rights and Freedoms;

AND THAT Thunder Bay City Council endorse the initiative lead by the Regional Municipality of Peel and Calgary City Council, that asks the Canadian Coalition of Inclusive Municipalities, of which the City of Thunder Bay is a member, to create a nationwide campaign that highlights the harmful widespread impacts of Bill 21 on social cohesion and inclusion in Canada;

AND THAT Thunder Bay City Council send a letter to the Federal government requesting it unequivocally condemn and challenge Quebec's Bill 21.

CARRIED

8.0 NOHFC ANTI-RACISM & RESPECT INTERN UPDATE

Cynthia Olsen, Manager – Community Strategies provided an update relative to the above noted and advised that the job posting for the Anti-Racism & Respect Intern was posted in November 2021. The NOHFC funding that was received very specific: individuals need to self-identify as Indigenous. No eligible applicants had been received. The ad was reposted on December 20, 2021 and the deadline to submit was extended to February 6, 2022.

Discussion was held relative to qualifications and duties for the intern position. The intern will be involved with the Respect Working Action Group and the Community Safety & Wellbeing Advisory Committee and will assist in the implementation of the ARRAC work plan.

It was noted that the new Manager of Indigenous Relations is Tanis Thompson. Tanis Thompson's previous job as the Indigenous Relations Liaison is now posted.

It was also noted that with COVID-19 pandemic, there is a labour shortage everywhere and it can be very challenging to fill positions during this time.

NEW BUSINESS

Canadian Muslim Summit

C. Olsen advised that this item has been deferred to a future meeting due to time constraints.

Incident Reporting Working Group

J. Veltri advised that there is no update at this time. J. Veltri will follow up with Brenda Reimer to determine the working group's next meeting date.

Diversity Thunder Bay Update

Councillor Rebecca Johnson advised that the Diversity Breakfast will be a virtual event again this year, and will be held on March 23 from 12pm -1:30pm. The confirmed guest speaker will be Jody Wilson-Raybould former Attorney General of Canada. Registration information will be provided soon.

10.0 NEXT MEETING

MOVED BY: Chris Krumpholz
SECONDED BY: Michelle McGuire

WITH RESPECT to the Anti-Racism & Respect Advisory Committee 2022 meeting schedule, we recommend that the following meeting dates be confirmed:

Monday, February 28, 2022
Monday, March 28, 2022
Monday, April 25, 2022
Monday, May 30, 2022
Monday, June 27, 2022

CARRIED

It was noted that meetings are not held in July or August unless required and due to the 2022 Municipal Election, no Committee meetings will be held in September, October and November 2022.

11.0 ADJOURNMENT

The meeting adjourned at 1:08 p.m.

MEETING DATE 03/28/2022 (mm/dd/yyyy)

SUBJECT Inter-Governmental Affairs Committee Minutes

SUMMARY

Minutes of Meeting 08-2021 and 01-2022 of the Inter-Governmental Affairs Committee held on December 13, 2021, and March 7, 2022 respectively, for information.

ATTACHMENTS

1. Inter-Governmental Affairs Committee Minutes - Dec 12, 2021
2. Inter-Governmental Affairs Committee Minutes - Mar 7, 2022

DATE: MONDAY, DECEMBER 13, 2021

MEETING NO. 08-2021

TIME: 12:00 P.M.

PLACE: MICROSOFT TEAM MEETING

CHAIR: COUNCILLOR BRIAN MCKINNON

PRESENT *via electronic participation:*

Mayor Bill Mauro
Councillor Albert Aiello
Councillor Shelby Ch'ng
Councillor Brian McKinnon
Councillor Kristen Oliver

OFFICIALS *via electronic participation:*

Norm Gale, City Manager
Krista Power, City Clerk
Erin Nadon, Executive Administrator to the
City Manager

GUESTS *via electronic participation:*

Councillor Rebecca Johnson
Eric Zakrewski, CEO - CEDC
Jason Veltri, President - Rainbow Collective
Thunder Bay
Jessy Bogacki, Vice President of Inclusion -
Rainbow Collective Thunder Bay

RESOURCE PERSON *via electronic
participation:*

Jeff Howie, Policy Assistant to the Mayor

1.0 DISCLOSURES OF INTEREST

None.

2.0 AGENDA APPROVAL

MOVED BY: Councillor Albert Aiello
SECONDED BY: Mayor Bill Mauro

With respect to the December 13, 2021 Inter-Governmental Affairs Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3.0 MINUTES OF PREVIOUS MEETINGS

The Minutes of Meeting No. 07-2021 held on October 18, 2021, of the Inter-Governmental Affairs Committee, to be confirmed.

MOVED BY: Councillor Albert Aiello
SECONDED BY: Councillor Shelby Ch'ng

THAT the Minutes of Meeting No. 07-2021 held on October 18, 2021 of the Inter-Governmental Affairs Committee, be confirmed.

CARRIED

4.0 ADVOCACY - PRIVATE MEMBERS BILL 17, THE GENDER AFFIRMING HEALTH CARE ADVISORY COMMITTEE ACT

President Jason Veltri and Vice President of Inclusion Jessy Bogacki, Rainbow Collective Thunder Bay provided an overview relative to the above noted.

Gender Affirming Health Care Advisory Committee Act provides for the establishment of a Gender Affirming Health Care Advisory Committee. The Gender Affirming Health Care Advisory Committee shall make recommendations to the Minister for improving access to and coverage for gender affirming health care.

MOVED BY: Mayor Bill Mauro
SECONDED BY: Councillor Albert Aiello

WITH RESPECT to the December 13, 2021 deputation by President Jason Veltri and Vice President of Inclusion Jessy Bogacki, Rainbow Collective Thunder Bay related to the Gender Affirming Health Care Advisory Committee Act, we recommend that the information be referred to Administration for review;

AND THAT Administration review the legislation and investigate action taken by other municipalities in Ontario prior to the Intergovernmental Affairs Committee writing a letter of support;

AND THAT Administration report back to the Intergovernmental Affairs Committee.

CARRIED

5.0 BUSINESS ARISING FROM PREVIOUS MINUTES

5.1 Ring of Fire Update

An update was provided relative to the above noted.

5.2 Next Generation 911 Update

City Manager Norm Gale indicated that operationally this project is moving forward ahead of schedule. There is no update on the political side of this item.

The committee discussed and agreed to remove this item from future agendas until such time that more advocacy is required.

5.3 Municipal Revenue Generation

The committee discussed the advocacy underway by the Northwestern Ontario Municipal Association and the Federation of Northern Ontario Municipalities' requesting that the Association of Municipalities of Ontario lobby the Province of Ontario to grant Ontario municipalities the same municipal revenue tools as the City of Toronto, including a Municipal Land Transfer Tax and agreed that no further action is required by the Intergovernmental Affairs Committee at this time.

5.4 2022 Rural Ontario Municipal Association (ROMA) Delegations

Policy Assistant to the Mayor Jeff Howie provided an update regarding the scheduling of delegation meetings for the 2022 ROMA Conference.

6.0 2022 ANNUAL ONTARIO GOOD ROADS ASSOCIATION (OGRA) CONFERENCE

The committee discussed attendance at the 2022 OGRA Conference to be held in Toronto, ON February 27, 2022 to March 2, 2022.

MOVED BY: Mayor Bill Mauro
ECONDED BY: Councillor Albert Aiello

With respect to the 2022 OGRA Conference, being held in Toronto, ON February 27, 2022 to March 2, 2022, we recommend that all expenses for this conference be paid for Mayor Bill Mauro, Councillor Brian McKinnon, Councillor Shelby Ch'ng, City Manager Norm Gale and Policy Assistant to the Mayor Jeff Howie;

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

CARRIED

7.0 CORRESPONDENCE

7.1 Bill C-6, An Act to amend the Criminal Code (conversion therapy)

Copy of letter from Executive Correspondence Officer M. Bredeson, Office of the Prime Minister to City Clerk Krista Power, City of Thunder Bay dated September 22, 2021, relative to the above-noted, for information.

7.2 Endorsing National Teen Driver Safety Week And Requesting the Ministry of Transportation to Review Measures Impacting Newly Licensed Drivers

Copy of letter from City Clerk Todd Coles, City of Vaughan to City Clerk Krista Power, City of Thunder Bay dated October 19, 2021, relative to the above-noted, for information.

7.3 Association of Municipalities Ontario Conference

Copy of letter from The Honourable Kinga Surma, Minister of Infrastructure, Ministry of Infrastructure to City Manager Norm Gale, City of Thunder Bay, dated October 25, 2021, relative to the above-noted, for information.

7.4 Request to Thunder Bay District Social Services Administration Board (TBDSSAB)

Copy of resolution to City of Thunder Bay Committee of the Whole dated November 22, 2021 and ratified by City Council on December 6, 2021.

Final Amended - Request to TBDSSAB

MOVED BY: Councillor Kristen Oliver
SECONDED BY: Mayor Bill Mauro

WITH RESPECT to the Memorandum from Councillor Kristen Oliver dated November 19, 2021 relative to Request to TBDSSAB – 230 West Amelia Street, we recommend that City Manager Norm Gale be directed to connect with CEO – TBDSSAB William Bradica relative to the position papers and relevant information that may benefit from further advocacy;

AND THAT the CEO and Chair of TBDSSAB be invited to attend and/or present at a Committee of the Whole meeting and/or an Inter-Governmental Affairs meeting on how City Council may assist with the challenges that residents in TBDSSAB buildings and in other facilities are currently facing;

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

CARRIED

The committee discussed next steps relative to the above noted.

7.5 National Childcare Program

Copy of letter from City Clerk Bonnie Nistico-Dunk, City of St. Catharines to The Honourable Doug Ford, Premier of Ontario, dated December 1, 2021, relative to the above-noted, for information.

7.6 Ontario Offering New Fundraising Options for Legions

Copy of news release from the Ministry of the Attorney General, dated December 2, 2021, relative to the above-noted, for information.

7.7 Support FONOM request for Municipal Land Transfer Tax as Revenue Tool

Copy of resolution from the Northwestern Ontario Municipal Association, dated December 3, 2021, relative to the above-noted, for information.

Copy of letter from President Danny Whalen, Federation of Northern Ontario Municipalities to Minister Peter Bethlenfalvy, Ministry of Finance, dated September 23, 2021, relative to the above-noted, for information.

8.0 OUTSTANDING ITEMS

Outstanding List for the Intergovernmental Affairs Committee as of December 7, 2021

Memorandum from Executive Administrator Erin Nadon, dated December 7, 2021 providing the Intergovernmental Affairs Committee Outstanding Items List, for information.

9.0 2022 MEETING SCHEDULE

Chairperson Brian McKinnon recommended the cancellation of the January 10, 2022 committee meeting, the committee agreed and will call a meeting, if one is necessary, related to planning for the OGRA conference.

Additional meeting dates for 2022 as follows:

Monday, February 14, 2022	Monday September 12, 2022
Monday, March 14, 2022	Monday, October 17, 2022
Monday, April 11, 2022	Monday, November 14, 2022
Monday, May 9, 2022	Monday, December 12, 2022
Monday, June 13, 2022	

10.0 NEW BUSINESS

None.

11.0 NEXT MEETING

The next regular Inter-Governmental Affairs Committee meeting is scheduled for Monday, February 14, 2022 at 12:00 p.m. via Microsoft Teams.

12.0 ADJOURNMENT

The meeting adjourned at 12:38 p.m.

DATE: MONDAY, MARCH 7, 2022

MEETING NO. 01-2022

TIME: 12:01 P.M.

PLACE: MICROSOFT TEAM MEETING

CHAIR: COUNCILLOR SHELBY CH'NG

PRESENT *via electronic participation:*

Mayor Bill Mauro
Councillor Shelby Ch'ng
Councillor Brian McKinnon
Councillor Kristen Oliver

OFFICIALS *via electronic participation:*

Norm Gale, City Manager
Erin Nadon, Executive Administrator to the
City Manager

GUESTS *via electronic participation:*

None

RESOURCE PERSON *via electronic participation:*

Jeff Howie, Policy Assistant to the Mayor

1.0 DISCLOSURES OF INTEREST

None.

2.0 AGENDA APPROVAL

MOVED BY: Councillor Kristen Oliver
SECONDED BY: Councillor Brian McKinnon

With respect to the March 7, 2022 Inter-Governmental Affairs Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

3.0 2022 Annual Ontario Good Roads Association (OGRA) Conference

The 2022 OGRA Annual Conference will be held in-person from April 10 - 13, 2022. It was the consensus of the committee to request the following priorities for discussion at the provincial minister delegation meetings.

1. Alstom
2. Cardio Vascular Surgery & Public Health Funding
3. Infrastructure Projects
 - a. Legion Track
 - b. Waterfront Trail
 - c. Pool 6
 - d. Vickers Carrick Bridge
4. Mental Health and Addictions Crises Centre

5. Provincial Offences Act (POA) Part III
6. Science North and Pool 6
7. Insurance/Joint and Several Liability
8. Pandemic Recovery – Safe Restart Funding
9. Emergency Medical Services (EMS) Off-load Delays
10. Affordable Housing
11. Lakehead University - Gichi Kendaasiwin Centre
12. Opposition – Liberal and NDP
13. Northwest Arterial/Thunder Bay Expressway

4.0 NEW BUSINESS

None.

5.0 NEXT MEETING

The next regular Inter-Governmental Affairs Committee meeting is scheduled for Monday, March 14, 2022 at 12:00 p.m. via Microsoft Teams.

6.0 ADJOURNMENT

The meeting adjourned at 12:58 p.m.

Corporate Report

DEPARTMENT/ DIVISION	Corporate Services & Long Term Care - Financial Services	REPORT NO.	R 19/2022
DATE PREPARED	01/28/2022	FILE NO.	
MEETING DATE	03/28/2022 (mm/dd/yyyy)		
SUBJECT	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 2021.

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 2021.

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 2021.

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 - 2021
- Attachment 2 – Details of Remuneration and Expenses Paid to Council and Council Appointees - 2021
- Attachment 3 – Members of Council - City Paid Salaries and Allowances - 2021
- Attachment 4 – Members of Council - City Paid Fringe Benefits - 2021

PREPARED BY: LAUREN PARADIS – MANAGER, ACCOUNTING

THIS REPORT SIGNED AND VERIFIED BY:	DATE:
Linda Evans, GM Corporate Services & Long Term Care, City Treasurer	March 17, 2022

2021
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.	43,779	3,322	47,101	-	-	-	47,101
BENTZ, M.	43,779	6,400	50,179	-	2,500	2,500	52,679
CH'NG, S.	43,779	3,134	46,913	125	-	125	47,038
FOULDS, A.	43,779	3,134	46,913	-	827	827	47,740
FRASER, C.	40,954	-	40,954	183	-	183	41,137
GIERTUGA, T.	43,779	-	43,779	-	376	376	44,155
HAMILTON, B.	43,779	3,141	46,920	-	-	-	46,920
JOHNSON, R.	36,262	3,313	39,575	1,024	152	1,176	40,751
MAURO, B.	126,528	-	126,528	181	1,425	1,606	128,134
MCKINNON, B.	39,087	-	39,087	125	1,425	1,550	40,637
OLIVER, K.	47,853	-	47,853	125	-	125	47,978
RUBERTO, A.	43,779	3,134	46,913	-	-	-	46,913
YOU, P.	43,779	-	43,779	724	-	724	44,503
	640,916	25,578	666,494	2,487	6,705	9,192	675,686

2021
SUMMARY OF REMUNERATION AND EXPENSES
PAID TO COUNCIL AND COUNCIL APPOINTEES
(as per Attachment 2)

	REMUNERATION			EXPENSES			TOTAL
	CITY	BOARDS/ OTHER BODIES	TOTAL REMUNERATION	CITY	BOARDS/ OTHER BODIES	TOTAL EXPENSES	REMUNERATION & EXPENSES
CITY APPOINTEES							
ARMSTRONG, G.	-	9,653	9,653	-	3,500	3,500	13,153
BOSHCOFF, K.	-	21,471	21,471	-	-	-	21,471
BUSHBY, P.	-	18,965	18,965	-	749	749	19,714
CARPENTER, D.	-	6,858	6,858	-	4,900	4,900	11,758
CRITES, K.	-	-	-	-	94	94	94
DARLING, C	-	18,028	18,028	-	2,713	2,713	20,741
ECCLES, B.	-	25,430	25,430	-	5,600	5,600	31,030
GOOLD, A.	-	-	-	-	827	827	827
GROULX, T.	-	100	100	-	-	-	100
HEALEY, P.	-	23,909	23,909	-	3,223	3,223	27,132
JAMIESON, J.	-	28,906	28,906	-	-	-	28,906
LEITCH, A.	-	-	-	-	200	200	200
MAYHEW-HAMMOND, M.	-	50	50	-	-	-	50
MORRISEAU, G.	-	3,059	3,059	-	-	-	3,059
NOEL, S.	-	24,123	24,123	-	3,030	3,030	27,153
PANU, U.	-	-	-	-	827	827	827
PELLETIER, R.	-	2,496	2,496	-	-	-	2,496
PETERSEN, A.	-	50	50	-	-	-	50
POTTS, S.	-	20,891	20,891	-	-	-	20,891
POWER, M.	-	3,310	3,310	-	-	-	3,310
REID, D.	-	21,555	21,555	-	1,121	1,121	22,676
RICKARDS, R.	-	50	50	-	-	-	50
SAHI, A.	-	4,400	4,400	-	1,700	1,700	6,100
SICILIANO, D.	-	24,021	24,021	-	-	-	24,021
SPONCHIA, R.	-	-	-	-	31	31	31
TOGMAN, R.	-	100	100	-	-	-	100
TREFFRY, G.	-	25,198	25,198	-	1,937	1,937	27,135
WALBERG, M.	-	6,400	6,400	-	1,800	1,800	8,200
WARYWODA, M.	-	-	-	-	152	152	152
WEBBER, J.	-	6,933	6,933	-	4,600	4,600	11,533
	-	295,956	295,956	-	37,004	37,004	332,960
	640,916	321,534	962,450	2,487	43,709	46,196	1,008,646

2021
 DETAILS OF REMUNERATION AND EXPENSES
 PAID TO COUNCIL AND COUNCIL APPOINTEES TO LOCAL BOARDS AND OTHER BODIES

	REMUNERATION			EXPENSES						TOTAL
	REMUNERATION	FRINGES	TOTAL	TRANSPOR-	ACCOMMO-	REGIS-	PER	OTHER	TOTAL	REMUNERATION
	per	per		TATION	DATION	TRATION	DIEM		EXPENSES	& EXPENSES
	(Attachment 3)	(Attachment 4)								
CITY COUNCIL										
AIELLO, A.	33,589	10,190	43,779	-	-	-	-	-	-	43,779
BENTZ, M.	33,589	10,190	43,779	-	-	-	-	-	-	43,779
CH'NG, S.	33,589	10,190	43,779	-	-	125	-	-	125	43,904
FOULDS, A.	33,589	10,190	43,779	-	-	-	-	-	-	43,779
FRASER, C.	33,589	7,365	40,954	-	-	183	-	-	183	41,137
GIERTUGA, T.	33,589	10,190	43,779	-	-	-	-	-	-	43,779
HAMILTON, B.	33,589	10,190	43,779	-	-	-	-	-	-	43,779
JOHNSON, R.	33,589	2,673	36,262	-	-	975	-	49	1,024	37,286
MAURO, B.	101,608	24,920	126,528	-	-	181	-	-	181	126,709
MCKINNON, B.	33,589	5,498	39,087	-	-	125	-	-	125	39,212
OLIVER, K.	37,089	10,764	47,853	-	-	125	-	-	125	47,978
RUBERTO, A.	33,589	10,190	43,779	-	-	-	-	-	-	43,779
YOU, P.	33,589	10,190	43,779	416	-	308	-	-	724	44,503
SUBTOTAL CITY COUNCIL	508,176	132,740	640,916	416	-	2,022	-	49	2,487	643,403

2021
 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
ACCESSIBILITY ADVISORY COMMITTEE										
CRITES, K.	-	-	-	94	-	-	-	-	94	94
SPONCHIA, R.	-	-	-	31	-	-	-	-	31	31
	-	-	-	125	-	-	-	-	125	125
APPEALS TRIBUNAL (PROPERTY STANDARDS COMMITTEE)										
GROULX, T.	100	-	100	-	-	-	-	-	-	100
MAYHEW-HAMMOND, M.	50	-	50	-	-	-	-	-	-	50
PETERSEN, A.	50	-	50	-	-	-	-	-	-	50
RICKARDS, R.	50	-	50	-	-	-	-	-	-	50
TOGMAN, R.	100	-	100	-	-	-	-	-	-	100
	350	-	350	-	-	-	-	-	-	350
INTER-GOVERNMENTAL AFFAIRS COMMITTEE										
MAURO, B.	*	-	-			1,425			1,425	1,425
MCKINNON, B.	*	-	-			1,425			1,425	1,425
	-	-	-	-	-	2,850	-	-	2,850	2,850
LAKEHEAD REGION CONSERVATION AUTHORITY										
FOULDS, A.	*	-	-	-	-	-	827	-	827	827
GIERTUGA, T.	*	-	-	-	-	-	376	-	376	376
GOOLD, A.	-	-	-	-	-	-	827	-	827	827
PANU, U.	-	-	-	-	-	-	827	-	827	827
	-	-	-	-	-	-	2,857	-	2,857	2,857

2021
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
TBAYTEL MUNICIPAL SERVICES BOARD										
DARLING, C	18,028	-	18,028	1,869	652	-	-	192	2,713	20,741
ECCLES, B	17,955	-	17,955	-	-	-	-	-	-	17,955
HEALEY, P	23,909	-	23,909	1,984	898	-	-	341	3,223	27,132
JAMIESON, J	28,906	-	28,906	-	-	-	-	-	-	28,906
NOEL, S	24,123	-	24,123	1,834	672	-	-	524	3,030	27,153
POTTS, S	20,891	-	20,891	-	-	-	-	-	-	20,891
REID, D	21,555	-	21,555	588	238	-	-	295	1,121	22,676
TREFFRY, G	25,198	-	25,198	556	280	950	-	151	1,937	27,135
	180,565	-	180,565	6,831	2,740	950	-	1,503	12,024	192,589
THUNDER BAY DISTRICT HEALTH UNIT										
JOHNSON, R.	*	-	-			152			152	152
WARYWODA, M.		-	-			152			152	152
		-	-	-	-	304	-	-	304	304
DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD										
AIELLO, A.	*	3,175	147	3,322	-	-	-	-	-	3,322
CH'NG, S.	*	3,000	134	3,134	-	-	-	-	-	3,134
FOULDS, A.	*	3,000	134	3,134	-	-	-	-	-	3,134
HAMILTON, B.	*	3,000	141	3,141	-	-	-	-	-	3,141
JOHNSON, R.	*	3,250	63	3,313	-	-	-	-	-	3,313
RUBERTO, A.	*	3,000	134	3,134	-	-	-	-	-	3,134
		18,425	753	19,178	-	-	-	-	-	19,178

2021
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 HYDRO CORPORATION BOARD & SYNERGY NORTH CORPORATION BOARD										
ARMSTRONG, G.	9,653	-	9,653	-	-	-	3,500	-	3,500	13,153
BENTZ, M.	6,400	-	6,400	-	-	-	2,500	-	2,500	8,900
CARPENTER, D.	6,858	-	6,858	-	-	3,100	1,800	-	4,900	11,758
ECCLES, B.	7,475	-	7,475	-	-	3,000	2,600	-	5,600	13,075
LEITCH, A.	-	-	-	-	-	-	200	-	200	200
SAHI, A.	4,400	-	4,400	-	-	-	1,700	-	1,700	6,100
WALBERG, M.	6,400	-	6,400	-	-	-	1,800	-	1,800	8,200
WEBBER, J.	6,933	-	6,933	-	-	3,000	1,600	-	4,600	11,533
	48,119	-	48,119	-	-	9,100	15,700	-	24,800	72,919
THUNDER BAY INTERNATIONAL AIRPORTS AUTHORITY										
BOSHCOFF, K.	21,471	-	21,471	-	-	-	-	-	-	21,471
SICILIANO, D.	24,021	-	24,021	-	-	-	-	-	-	24,021
	45,492	-	45,492	-	-	-	-	-	-	45,492
THUNDER BAY POLICE SERVICES BOARD										
MORRISEAU, G.	3,000	59	3,059	-	-	-	-	-	-	3,059
PELLETIER, R.	2,448	48	2,496	-	-	-	-	-	-	2,496
POWER, M.	3,247	63	3,310	-	-	-	-	-	-	3,310
	8,695	170	8,865	-	-	-	-	-	-	8,865
THUNDER BAY PORT AUTHORITY										
BUSHBY, P.	18,965	-	18,965	-	-	749	-	-	749	19,714
	18,965	-	18,965	-	-	749	-	-	749	19,714
SUBTOTAL COUNCIL APPOINTEES TO LOCAL BOARDS AND OTHER BODIES										
	320,611	923	321,534	6,956	2,740	13,953	18,557	1,503	43,709	365,243
TOTAL	828,787	133,663	962,450	7,372	2,740	15,975	18,557	1,552	46,196	1,008,646

2021
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.	30,839	2,750	33,589	-	33,589
BENTZ, M.	30,839	2,750	33,589	-	33,589
CH'NG, S.	30,839	2,750	33,589	-	33,589
FOULDS, A.	30,839	2,750	33,589	-	33,589
FRASER, C.	30,839	2,750	33,589	-	33,589
GIERTUGA, T.	30,839	2,750	33,589	-	33,589
HAMILTON, B.	30,839	2,750	33,589	-	33,589
JOHNSON, R.	30,839	2,750	33,589	-	33,589
MAURO, B.	93,808	4,800	98,608	3,000	101,608
MCKINNON, B.	30,839	2,750	33,589	-	33,589
OLIVER, K.	30,839	2,750	33,589	3,500	37,089
RUBERTO, A.	30,839	2,750	33,589	-	33,589
YOU, P.	30,839	2,750	33,589	-	33,589
	463,876	37,800	501,676	6,500	508,176

2021
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.	1,651	-	659	1,401	175	103	2,959	177	24	-	3,041	10,190
BENTZ, M.	1,651	-	659	1,401	175	103	2,959	177	24	-	3,041	10,190
CH'NG, S.	1,651	-	659	1,401	175	103	2,959	177	24	-	3,041	10,190
FOULDS, A.	1,651	-	659	1,401	175	103	2,959	177	24	-	3,041	10,190
FRASER, C.	1,651	-	659	689	60	51	1,013	177	24	-	3,041	7,365
GIERTUGA, T.	1,651	-	659	1,401	175	103	2,959	177	24	-	3,041	10,190
HAMILTON, B.	1,651	-	659	1,401	175	103	2,959	177	24	-	3,041	10,190
JOHNSON, R.	-	-	659	689	60	51	1,013	177	24	-	-	2,673
MAURO, B.	3,166	-	1,993	1,401	175	103	2,959	536	73	3,040	11,474	24,920
MCKINNON, B.	-	-	659	1,401	175	103	2,959	177	24	-	-	5,498
OLIVER, K.	1,842	-	727	1,401	175	103	2,959	177	24	-	3,356	10,764
RUBERTO, A.	1,651	-	659	1,401	175	103	2,959	177	24	-	3,041	10,190
YOU, P.	1,651	-	659	1,401	175	103	2,959	177	24	-	3,041	10,190
	19,867	-	9,969	16,789	2,045	1,235	34,575	2,660	361	3,040	42,199	132,740

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.

MEMORANDUM

TO: Mayor & Council

FROM: Lauren Paradis, Manager, Accounting
Financial Services

DATE: March 11, 2022

RE: Additional 2020 Remuneration Information

The City has recently received the attached additional information from Thunder Bay Hydro Corporation Board & Synergy North Corporation Board with respect to their 2020 remuneration to council appointees.

Report R 18/ 2021 “Annual Report on Council, Board and Committee Expenses” (Corporate Services & Long Term Care – Financial Services) only included remuneration to Councillor Bentz.

Thank you.

2020
 DETAILS OF REMUNERATION AND EXPENSES
 PAID TO COUNCIL AND COUNCIL APPOINTEES TO LOCAL BOARDS AND OTHER BODIES

	REMUNERATION			EXPENSES					TOTAL EXPENSES	TOTAL REMUNERATION & EXPENSES
	REMUNERATION	FRINGES	TOTAL	TRANSPOR- TATION	ACCOMMO- DATION	REGIS- TRATION	PER DIEM	OTHER		
THUNDER BAY HYDRO CORPORATION BOARD & SYNERGY NORTH CORPORATION BOARD										
ARMSTRONG, G.	9,000	-	9,000	-	-	-	1,700	-	1,700	10,700
BENTZ, M.	6,000	-	6,000	-	-	-	1,300	-	1,300	7,300
CARPENTER, D.	7,000	-	7,000	-	-	-	900	-	900	7,900
ECCLES, B.	7,000	-	7,000	-	-	-	1,800	-	1,800	8,800
LEITCH, A.	6,000	-	6,000	-	-	-	900	-	900	6,900
WALBERG, M.	4,000	-	4,000	-	-	-	700	-	700	4,700
WEBBER, J.	6,000	-	6,000	-	-	-	900	-	900	6,900
	45,000	-	45,000	-	-	-	8,200	-	8,200	53,200

Corporate Report

DEPARTMENT/ DIVISION	Corporate Services & Long Term Care - Revenue	REPORT NO.	R 30/2022
DATE PREPARED	02/15/2022	FILE NO.	
MEETING DATE	03/28/2022 (mm/dd/yyyy)		
SUBJECT	Property Tax Accounts with 2020 Arrears		

RECOMMENDATION

WITH RESPECT to Report R 30/2022 (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 \$2,442,121.14. 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 305 properties to be registered totaling \$2,442,121.14, which represents 1.1% of the 2020 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 2020 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
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
2022*	2020	33	564,567	0.3

*Recommended

RESIDENTIAL PROPERTIES

Year Approved for Registration	Arrears Year	No. of Properties	Total Arrears Balance	Percent of Tax Levy
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
2022*	2020	272	1,877,554	0.8

*Recommended

TOTAL PROPERTIES

Year Approved for Registration	Arrears Year	No. of Properties	Total Arrears Balance	Percent of Tax Levy
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
2022*	2020	305	2,442,121	1.1

*Recommended

REFERENCE MATERIAL ATTACHED:

Attachment A - List of Properties to be registered for 2020 Tax Arrears Under the *Municipal Act, 2001*.

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

THIS REPORT SIGNED AND VERIFIED BY:	DATE:
Linda Evans GM Corporate Services & Long Term Care, City Treasurer	March 16, 2022

CITY OF THUNDER BAY
REVENUE DIVISION
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2020 TAX ARREARS
UNDER THE MUNICIPAL ACT, 2001

ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
01001074000000	16 CUMBERLAND ST S	TOWN PLOT W CUMBERLAND LOT A S ARTHUR PT LOT 5 R/W RP 55R 1655 PART 8 THRU W PT LOT 1 N PARK	39,157.26	COMMERCIAL
01001143000000	215 CAMELOT ST	TOWN PLOT S CAMERON PT LOT 2	8,377.97	COMMERCIAL
01001171040000	0 SOUTH WATER ST	TOWN PLOT OF PRINCE ARTHURS LANDING PT WATER LC IN FRONT LOTS 3 AND 4 PT PARK ST RP 55R13363 PART 8	6,085.39	COMMERCIAL
01001171560000	2260 SLEEPING GIAN PKY	TBSCP 56 LEVEL 1 UNITS 12 13 21 24 PKG EXTERIOR	1,560.48	RESIDENTIAL
01001171180000	2205-2260 SLEEPING GIAN PKY	TBSCP 56 LEVEL 2 UNIT 5	10,562.85	RESIDENTIAL
01001171260000	2305-2260 SLEEPING GIAN PKY	TBSCP 56 LEVEL 3 UNIT 5	11,287.53	RESIDENTIAL
01003033800000	907-405 WAVERLY ST	TBCP 5 LEVEL 9 UNIT 7	9,164.83	RESIDENTIAL
01006015000000	74 SECORD ST	PLAN 1353 S PT LOT 88 TO 90	9,397.65	RESIDENTIAL
01006066000000	262 LARK ST	PLAN 1536 LOT 6	4,886.77	RESIDENTIAL
01006078000000	350 FOLEY ST	PLAN 1536 LOT 20	2,831.67	RESIDENTIAL
01007073000000	127 ALGOMA ST S	PLAN 1120 LOT 26 TO 32	24,278.79	COMMERCIAL
01008065000000	261 PEARL ST	PLAN 95 1/2 3 S PEARL S PEARL W26FT OF LOT 2	12,094.48	RESIDENTIAL
01008068000000	272 AMBROSE ST	PLAN 95 1/2 3 S PEARL S PEARL E PT LOT 5	4,584.98	RESIDENTIAL
01009068000000	2 JOHNSON AVE	PLAN 1720 LOT 31 TO 32	14,848.26	RESIDENTIAL
01010022000000	254-254 BAY ST	PLAN 359 S1/2 LOT 9	8,299.69	COMMERCIAL
01010041000000	39 MACHAR AVE	PLAN 204 LOT 6 PT MACHAR AVE	1,695.01	RESIDENTIAL

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ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
01011036000000	240 COURT ST S	PLAN 112 LOT 32	2,827.76	RESIDENTIAL
01011062000000	134 MACHAR AVE	PLAN 120 LOT 4 & S10 FT LOT 3	7,421.26	RESIDENTIAL
01011077000000	156 MACHAR AVE	PLAN 159 LOT 15 TO 16	9,857.53	RESIDENTIAL
01011085000000	178 MACHAR AVE	PLAN 159 LOT 24 TO 25	6,666.59	RESIDENTIAL
01011099000000	245 ALGOMA ST S	PLAN 159 LOT 43	3,158.73	RESIDENTIAL
01011131000000	280 ALGOMA ST S	PLAN 132 LOT 33	14,629.62	COMMERCIAL
01012012000000	21 ONTARIO ST	PLAN 111 LOT 13	4,329.17	RESIDENTIAL
01012091000000	228 SECORD ST	PLAN 147 LOT 26	5,773.75	RESIDENTIAL
01013021000000	355 BAY ST	PLAN 118 LOT 6	5,093.86	RESIDENTIAL
01014007000000	66 ONTARIO ST	PLAN 122 BLK A LOT 7 TO 8	12,967.97	RESIDENTIAL
01014029000000	185 BANNING ST	PLAN 122 BLK A LOT 45	5,779.42	RESIDENTIAL
01015057000000	87 WINNIPEG AVE	PLAN M34 LOT 323 PCL 3891 PAF	6,423.72	RESIDENTIAL
01020003000000	165 ROCKWOOD AVE S	PLAN M43 LOT 37	7,692.59	RESIDENTIAL
01021004000000	309 ROCKWOOD AVE S	PLAN M43 LOT 5 PCL 3336	8,905.43	RESIDENTIAL
01025011000000	287 KENOGAMI AVE S	PLAN 171 BLK 11 LOT 34 TO 35	6,693.15	RESIDENTIAL
01029004120000	218 SEQUOIA DR	PLAN M310 LOT 56	9,514.77	RESIDENTIAL

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ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
01029068120000	186 BLUCHER AVE	PLAN M37 PT LOT 493 RP 55R1694 PARTS 11 TO 12 PCL23463	4,089.02	RESIDENTIAL
01030097000000	556 ANDREW ST	PLAN 195 LOT 52 TO 53	6,954.32	RESIDENTIAL
01030105000000	528 ANDREW ST	PLAN 195 LOT 64	4,680.83	RESIDENTIAL
01032290800000	440 DARWIN CRES	PLAN M321 LOT 49	10,233.05	RESIDENTIAL
01032291440000	546 EDISON RD	TBCP 3 LEVEL 1 UNIT 21	4,493.36	RESIDENTIAL
01034084000000	306 HIGH ST S	PLAN 147 BLK 11 LOT 10	5,469.37	RESIDENTIAL
01034157000000	151 ONTARIO ST	PLAN 147 BLK 26 LOT 30	7,549.88	RESIDENTIAL
01035111000000	441 MARKLAND ST	PLAN 716 LOT 11	7,288.57	RESIDENTIAL
01036006000000	429 FORT WILLIAM RD	PLAN 572 PT LOT 102 PT LOT 103 PT LOT 104 RP 55R3155 PART 44	24,708.80	COMMERCIAL
01037031500000	1224 AMBER DR	PLAN 55M534 LOT 10	50,340.22	COMMERCIAL
01037184200000	577 11TH AVE	PLAN M42 LOT 2226 TO 2228 & RP 55R9307 PART 1 PCL 22253	51,978.13	COMMERCIAL
01037194000000	556 11TH AVE	PLAN M42 LOT 2304 TO 2309 PT N LANE AT RR	35,681.03	COMMERCIAL
01037316050000	1070 GORHAM ST	PLAN M52 LOT 70 TO 72 LOT 93 TO 95 & PT LANE RP 55R3237 PART 2	34,092.45	COMMERCIAL
01037609000000	564 HIGH ST S	PLAN 8 BLK 8 LOT 13	6,128.01	RESIDENTIAL
01040034000000	46 JEAN ST	PLAN 1262 LOT 3	7,798.37	RESIDENTIAL

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ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
01040076000000	375 TUPPER ST	PLAN 1689 E PT LOT 7 W PT LOT 8	4,043.84	RESIDENTIAL
01041003000000	312 ST GEORGE AVE	PLAN 1045 LOT 25	3,605.54	RESIDENTIAL
01043025000000	123 PETER ST	PLAN 1374 LOT 12 E/S PETER STREET	11,033.32	RESIDENTIAL
01043111000000	167 PETER ST	PLAN 1479 LOT 20	9,010.68	RESIDENTIAL
01044054000000	220 COLLEGE ST	PLAN 202 LOT 39 N PT LOT 38	9,229.76	RESIDENTIAL
01044121000000	27 STOKES ST	PLAN 192 LOT 46	7,758.44	RESIDENTIAL
01047036000000	220 HILL ST N	PLAN 157 LOT 47 & PLAN 221 LANE ADJ CLSD (B/L 4073)	10,971.52	RESIDENTIAL
01047054000000	248-250 HIGH ST N	PLAN 436 LOT 1 TO 2	25,463.45	RESIDENTIAL
01048065000000	98 HILL ST N	PLAN 157 W HILL S46FT LOT 70	5,642.38	RESIDENTIAL
01050054000000	176 MADELINE ST	PLAN M30 LOT 314 & N PT LOT 315	5,158.18	RESIDENTIAL
01050109000000	137 ROCKWOOD AVE N	PLAN M30 LOT 606 S PT LOT 607	7,180.29	RESIDENTIAL
01051096000000	225 WINDEMERE AVE N	PLAN 817 LOT 134 N PT LOT 135	9,168.58	RESIDENTIAL
01052040000000	126 WINDEMERE AVE N	PLAN 372 LOT 212 TO 213	5,446.46	RESIDENTIAL
01053107000000	5 KENOGAMI AVE N	PLAN 372 LOT 418	1,295.27	COMMERCIAL
01053105000000	740 RED RIVER RD	PLAN 372 LOT 415 TO 417	10,563.17	COMMERCIAL
01053104000000	720 RED RIVER RD	PLAN 372 LOT 413 TO 414	12,563.39	COMMERCIAL

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ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
01054022000000	0 MELON ST	PLAN 809 S PT LOT 1 RP 55R924 PARTS 1 TO 4	1,191.31	RESIDENTIAL
01055314000000	164 HOGARTH ST	PLAN M243 LOT 290	7,486.31	RESIDENTIAL
01056080000000	6 EMMERSON AVE	PLAN 131 LOT 22 TO 23	14,153.09	RESIDENTIAL
01057061000000	251 WOLSELEY ST	PLAN 444 BLK L LOT 3	9,384.40	RESIDENTIAL
01058095000000	25 FARRAND ST	PLAN 121 BLK 8 LOT 9	7,164.25	RESIDENTIAL
01058118000000	190 ALGOMA ST N	PT SE 1/4 SEC 36 & PT SEC 39 TWP MCINTYRE	8,363.87	RESIDENTIAL
01061075000000	292 CUMBERLAND ST N	PLAN 579 BLK O LOT 25 TO 26	6,034.26	COMMERCIAL
01061077000000	284 CUMBERLAND ST N	PLAN 579 BLK O LOT 27 N25'OF 28	9,166.91	COMMERCIAL
01062090000000	196 RUTTAN ST	PLAN 121 BLK 17 LOT 2	8,184.18	RESIDENTIAL
01063081000000	245 STEPHENS ST	PLAN 197 LOT 21	5,068.10	RESIDENTIAL
01063090000000	328 CUMBERLAND ST N	PLAN 579 BLK T LOT 30	14,492.07	COMMERCIAL
01064006000000	222 STEPHENS ST	PLAN 121 BLK 46 LOT 9	6,396.78	RESIDENTIAL
01066045000000	458 CUMBERLAND ST N	PLAN 739 BLK 51 LOT 3 TO 4	4,910.80	RESIDENTIAL
01069032000000	32 GORDON AVE	PLAN 230 LOT 13 TO 14	10,110.36	RESIDENTIAL
01069059000000	490 RIVER ST	PLAN 230 LOT 56 TO 57	7,566.64	RESIDENTIAL
01069078000000	66 MELVIN AVE	PLAN 457 LOT 87 TO 88	5,900.31	RESIDENTIAL
01070133500000	128 BALSAM ST	PLAN M18 LOT 379	8,838.84	RESIDENTIAL

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ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
01072171000000	24 HANLEY ST	PLAN M18 LOT 474 PCL 16984	3,078.22	RESIDENTIAL
01073011000000	367 MADELINE ST	PLAN M184 N PT LOT 10 PCL 5262	11,538.21	RESIDENTIAL
01075217000000	136 MINOT AVE	PLAN M25 BLK 21 LOTS 6 TO 11 PT MINOT AVENUE AND RP 55R14275 PART 1	2,945.45	RESIDENTIAL
01077132000000	164 MARGARET ST	PLAN 527 LOT 11 TO 12	7,038.39	RESIDENTIAL
01079253000000	584 BALSAM ST	PLAN 186 LOT 13 TO 16	2,937.85	RESIDENTIAL
01080111000000	124 BURRISS ST	PLAN 671 S PT LOT 16	7,083.13	RESIDENTIAL
01082066000000	49 LAWRENCE AVE	PLAN 208 LOT 21	3,786.04	RESIDENTIAL
01082098000000	441 CONMEE ST	PLAN 208 LOT 92 TO 93	7,889.14	RESIDENTIAL
01082105000000	80 VERA AVE	PLAN 208 E PT LOT 102 W PT LOT 103	4,427.25	RESIDENTIAL
01084050000000	834 CHAMBERLAIN ST	PLAN 363 LOT 18 W PT LOT 17 RP55R7687	4,055.79	RESIDENTIAL
01084107000000	812 DETROIT AVE	PLAN 363 LOT 118 W PT LOT 117 E PT LOT 119	5,538.26	RESIDENTIAL
01085028420000	117 EGAN PL	PLAN 860 LOT 22	9,300.85	RESIDENTIAL
01085156560000	309-500 TOLEDO ST	T BAY CONDO PLAN 15 LEVEL 4 UNIT 9	4,116.10	RESIDENTIAL
01085201000000	833 NEWPORT AVE	PLAN 364 LOT 278 W PT LOT 279	7,534.97	RESIDENTIAL
01087058000000	347 HODDER AVE	PLAN 250 LOT 111 TO 112	8,849.30	RESIDENTIAL
01088102000000	467 ADAMS ST	PLAN 511 LOT 10	6,174.06	RESIDENTIAL

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ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
01090090000000	414 RITA ST	PLAN 235 LOTS 122 TO 123 W PT LOT 124	5,656.33	RESIDENTIAL
01091060000000	371 LESLIE AVE	PLAN 785 LOT 23	4,486.92	RESIDENTIAL
01091122000000	429 HODDER AVE	PLAN 546 LOT 79 N PT LOT 78	4,710.02	RESIDENTIAL
01092129000000	451 LESLIE AVE	PLAN M44 LOT 267 PCL 2791 PAF	7,107.39	RESIDENTIAL
01094235000000	615 LESLIE AVE	PCL 3708 PLAN M50 LOT 331 TO 332	7,939.86	RESIDENTIAL
01096074000000	119 STRATHCONA AVE	PLAN 789 LOT 74	5,885.30	RESIDENTIAL
02098097000000	2672 OLIVER RD	BLK LAND N OF MLA PCL 20403 RP 55R4804 PART 1	5,246.01	RESIDENTIAL
02099037100000	1335-1339 JOHN STREET RD	PLAN 547 PT LOT 41 AND RP 55R6601 PT PART 2	13,104.34	RESIDENTIAL
02099055000000	1120 JOHN STREET RD	PLAN 547 PT LOT 59	27,830.29	COMMERCIAL
02099061130000	309 PIONEER DR	PLAN 55M628 LOT 3	11,168.01	RESIDENTIAL
02099062220000	110 DOGWOOD CRES	PLAN 55M637 LOT 22	2,409.79	RESIDENTIAL
02099143200000	223 VALLEY ST	PLAN 547 PT LOTS 150 & 151 RP 55R12825 PART 7	12,308.30	RESIDENTIAL
02099207000000	191 CHERCOVER DR	PLAN 850 LOT 9	8,203.49	RESIDENTIAL
02099344680000	208 MERCEDES DR	PLAN 55M569 LOT 10 INCL BLK 26	7,111.24	RESIDENTIAL
02099350540000	304 LONGBOW ST	PLAN 55M603 LOT 27 PCL 27-1	14,495.70	RESIDENTIAL
02099389100000	1391 SPENCER RD	PLAN 757 LOT 8	3,742.24	RESIDENTIAL

CITY OF THUNDER BAY
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ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
02100082500000	254 SHIRLEY RD	CON B W PT LOT 18 RP 55R8489 PART 1	11,953.41	RESIDENTIAL
02100139010000	1144 MELBOURNE RD	SECTION 6 SPT 55R2570 PART 1 MR1197	7,068.35	RESIDENTIAL
02100153030000	1554 MELBOURNE RD	SECTION 7 PT SE1/4 RP 55R5724 PART 2 PCL 13407	5,579.73	RESIDENTIAL
02100168350000	7240 MAPLEWARD RD	SECTION 9 PT NE1/4 RP 55R6612 PART 3 PCL 23279	2,240.43	RESIDENTIAL
02100181000000	7117 MAPLEWARD RD	SECTION 9 NPT PCL 12518	6,445.67	RESIDENTIAL
02100326000000	1932 DAWSON RD	PLAN 622 PT LOT 2	5,750.84	RESIDENTIAL
02100470800000	3511 GOVERNMENT RD	ML 31 PT SW 1/4	11,220.13	RESIDENTIAL
02101079000000	1125 GOLF LINKS RD	PLAN 760 N PT LOT 19	10,410.62	RESIDENTIAL
02101082000000	244 BURWOOD RD	PLAN 760 PT LOT 19	2,563.39	RESIDENTIAL
02101368020000	944 GOLF LINKS RD	PLAN M40 PT LOT 1497	2,016.75	RESIDENTIAL
02101655200000	1805 OLIVER RD	MCINTYRE NEEBING HERRICKS SURVEY AUG 12 1867 PT LOT 1	20,965.94	COMMERCIAL
02101723010000	671 JAMES ST N	PLAN M323 LOT 125	5,693.24	RESIDENTIAL
02101723050000	679 JAMES ST N	PLAN M323 LOT 129 PCL 129-1	3,643.83	RESIDENTIAL
02102066010000	251 REGINA AVE	PLAN 634 PT LOT 61 55R1471 PART 1	9,359.95	RESIDENTIAL
02102165000000	425 REGINA AVE	PLAN 643 PT LOT 154 55R1680 PART 1	8,918.04	RESIDENTIAL
02102286010000	304 PICCADILLY AVE	CON A PT LOT 6 RP 55R2027 PART 2	6,079.54	RESIDENTIAL

CITY OF THUNDER BAY
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UNDER THE MUNICIPAL ACT, 2001

ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
02102402000000	201 TOIVO ST	PLAN 761 PT LOT 26 55R1742 PART 1	11,302.21	RESIDENTIAL
02102487130000	260 LONDON DR	PLAN 55M512 LOT 14	4,874.31	RESIDENTIAL
02102498260000	546 LANARK CRES	PLAN M379 LOT 14	3,298.65	RESIDENTIAL
02102510900000	312 CANTERBURY CRES	PLAN 55M567 LOT 79	14,733.53	RESIDENTIAL
02102593810000	371 BRANT ST	PLAN M331 PT LOT 556 RP 55R3476 PART 1 TO 3 PCL 556-1	5,461.68	RESIDENTIAL
02102594220000	302 PEEL ST	PLAN M331 PT LOT 535 RP 55R3409 PARTS 13 TO 15	4,779.64	RESIDENTIAL
02102597480000	458 WENTWORTH CRES	PLAN M331 LOT 439	5,559.83	RESIDENTIAL
02102601520000	367 PRESCOTT CRES	PLAN M330 LOT 309	2,437.35	RESIDENTIAL
02103705000000	334 HILLDALE RD	PLAN 410 S PT LOT 1	3,346.46	RESIDENTIAL
02104043050000	872 MELBOURNE RD	SECTION 5 SPT PCL 24039 RP 55R2262 PART 3 PT	5,998.79	RESIDENTIAL
02104197100000	521 ONION LAKE RD	W PT ML 23A RP 55R4718 PART 1	8,370.74	RESIDENTIAL
02104199000000	721 ONION LAKE RD	ML 23A PT-RP 55R6839 PART 2	7,336.99	RESIDENTIAL
02105019200000	940 GRATTON RD	SECTION 30 N PT RP 55R4929 PART 2	3,604.24	RESIDENTIAL
02105124000000	198 BELVIEW RD	PLAN 625 LOT 9	9,772.46	RESIDENTIAL
02105222000000	260 THOMPSON RD	PLAN 501 PT LOT 15 RP 55R5048 PART 1	6,299.98	RESIDENTIAL
03106084300000	2180 15TH SIDE RD	CON 2 S/R PT S1/2 LOT 15 RP 55R6543 PART 1	6,001.20	RESIDENTIAL

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ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
03106139140000	2461 15TH SIDE RD	PLAN 55M535 LOT 2 PCL 2-1	10,121.54	RESIDENTIAL
03106145500000	0 MOUNTAIN RD	CON 3 SKR PT LOT 19	2,503.13	RESIDENTIAL
03106203100000	0 GREGOR RD	CON 5 SKR PT LOT 22 RP 55R12366 PART 2	2,753.99	RESIDENTIAL
03106227000000	2280 TRENDIAK RD	NEEBING CON 6 SKR PT LOT 22 RP 55R13371 PART 3	3,350.73	RESIDENTIAL
03106307050000	1550 RIVERDALE RD	PLAN 689 PT LOT 1 55R1755 PARTS 5 & 6	11,257.73	RESIDENTIAL
03107039100000	1650 KING RD	PLAN M389 LOT 1	9,418.45	RESIDENTIAL
03108072000000	1396 ROSSLYN RD	CON 1 NKR PT LOT 13	10,563.35	RESIDENTIAL
03108170000000	1340 MACHRAY AVE	PLAN 185 BLK 1 LOT 39 TO 56	211.67	RESIDENTIAL
03108239000000	2008 METCALFE AVE	PLAN W-185 BLK 12 LOTS 1 TO 4	3,653.56	INDUSTRIAL
03108270000000	2091 MURPHY AVE	PLAN 255 N PT LOT 3	5,093.72	RESIDENTIAL
03108391000000	1735 ROSSLYN RD	PLAN 742 LOT 3	5,398.44	RESIDENTIAL
03110073260000	2123 MAGNOLIA DR	PLAN 55M642 LOT 6	3,572.20	RESIDENTIAL
03110135100000	0 20TH SIDE ROAD	NEEBING CON 3 NKR PT LOT 20	813.36	RESIDENTIAL
04112034000000	529 MCTAVISH ST	PLAN 54 BLK 50 LOT 34 TO 35	6,898.65	RESIDENTIAL
04112059000000	539 MCLAUGHLIN ST	PLAN 54 BLK 51 LOT 40	3,042.35	RESIDENTIAL
04112064000000	527 MCLAUGHLIN ST	PLAN 54 BLK 51 LOT 34	3,259.74	RESIDENTIAL
04112066000000	523 MCLAUGHLIN ST	PLAN 54 BLK 51 LOT 32	5,303.85	RESIDENTIAL

**CITY OF THUNDER BAY
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UNDER THE MUNICIPAL ACT, 2001**

ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
04112090000000	536-538 MCLAUGHLIN ST	PLAN 54 BLK 52 LOT 1	5,713.52	COMMERCIAL
04112097000000	527 MCINTOSH ST	PLAN 54 BLK 52 N PT LOT 17	2,625.99	RESIDENTIAL
04113048000000	638 MCLEOD ST	PLAN 54 BLK 43 N PT LOT 1	2,050.98	RESIDENTIAL
04113097000000	601 MCBAIN ST	PLAN W-54 BLK 42 LOT 11	5,009.49	RESIDENTIAL
04113124000000	617 HARGRAVE ST	PLAN 54 BLK 41 LOT 13	5,044.92	RESIDENTIAL
04114029000000	625 MCTAVISH ST	PLAN 54 BLK 47 LOT 26	4,926.73	RESIDENTIAL
04114050000000	626-628 MCTAVISH ST	PLAN 54 BLK 46 LOT 5 TO 8	7,937.84	COMMERCIAL
04114076000000	621 MCLAUGHLIN ST	PLAN 54 BLK 46 LOT 31	1,938.62	RESIDENTIAL
04114093000000	628 MCLAUGHLIN ST	PLAN 54 BLK 45 S PT LOT 3 BEING RP 55R9442 PT PART 1	16,143.23	RESIDENTIAL
04114097000000	638 MCLAUGHLIN ST	PLAN 54 BLK 45 N PT LOT 1	4,910.88	RESIDENTIAL
04115064000000	827 MCINTOSH ST	PLAN 57 BLK 18 LOT 6	4,582.34	RESIDENTIAL
04115086000000	816 MCINTOSH ST	PLAN 57 BLK 17 LOT 11	3,319.66	RESIDENTIAL
04115090000000	824 MCINTOSH ST	PLAN 57 BLK 17 LOT 7	3,768.33	RESIDENTIAL
04116098000000	931 ATHABASCA ST	PLAN 57 BLK 12 LOT 4 LOT 5	2,804.75	RESIDENTIAL
04117038000000	1034 ALEXANDRA ST	PLAN 57 BLK 6 LOT 37	3,698.38	RESIDENTIAL
04118002000000	878 MINNESOTA ST	PLAN 57 BLK 9 LOT 36 S PT LOT 35	4,105.26	RESIDENTIAL

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04118047000000	1029 SIMPSON ST	PLAN 140 LOTS 1 TO 3	10,142.72	RESIDENTIAL
04119026000000	833 MCMILLAN ST	PLAN 172 LOT 296	10,659.99	RESIDENTIAL
04119070000000	821 MINNESOTA ST	PLAN 172 LOT 347	4,029.79	RESIDENTIAL
04120024000000	727 SIMPSON ST	PLAN W-234 LOT 12	5,960.72	RESIDENTIAL
04120096000000	210 ROWAND ST	PLAN 54 BLK 28 W PT LOT 13	5,307.25	RESIDENTIAL
04120107000000	126 ROWAND ST	PLAN 54 BLK 9 LOT 18	20,996.82	RESIDENTIAL
04120112000000	116 ROWAND ST	PLAN W-54 BLK 9 LOT 13	4,990.71	RESIDENTIAL
04120113000000	114 ROWAND ST	PLAN 54 BLK 9 LOT 12	8,236.72	RESIDENTIAL
04120141000000	231 ROBERTSON ST	PLAN 54 BLK 28 W PT LOT 3 E PT LOT 2	6,658.14	RESIDENTIAL
04121007000000	607 SIMPSON ST	PLAN 54 BLK 10 LOT 4	5,446.43	RESIDENTIAL
04121049000000	209 OGDEN ST	PLAN 54 BLK 27 E PT LOT 8	8,352.21	RESIDENTIAL
04121063000000	237 OGDEN ST	PLAN 54 BLK 27 LOT 1	3,754.91	RESIDENTIAL
04121069000000	311 OGDEN ST	PLAN 54 BLK 31 W1/2 LOT 8	17,813.26	RESIDENTIAL
04122023000000	332 OGDEN ST	PLAN 54 BLK 32 E PT LOT 18	3,026.06	RESIDENTIAL
04122029000000	320 OGDEN ST	PLAN 54 BLK 32 E PT LOT 15	12,460.38	RESIDENTIAL
04122038000000	300 OGDEN ST	PLAN 54 BLK 32 E PT LOT 10	7,734.65	RESIDENTIAL
04122073000000	123 HERON ST	PLAN W-54 BLK 11 LOT 33 TO 34	10,255.17	RESIDENTIAL

CITY OF THUNDER BAY
REVENUE DIVISION
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2020 TAX ARREARS
UNDER THE MUNICIPAL ACT, 2001

ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
04123053000000	113 FINLAYSON ST	PLAN 54 BLK 12 LOT 38	5,137.33	RESIDENTIAL
04123057000000	121 FINLAYSON ST	PLAN 54 BLK 12 LOT 34 E PT LOT 33	8,463.10	RESIDENTIAL
04123076000000	233 FINLAYSON ST	PLAN W-54 BLK 25 E PT LOT 2	4,152.59	RESIDENTIAL
04124047000000	131 PRUDEN ST	PLAN 54 BLK 13 LOT 29	4,406.07	RESIDENTIAL
04125045000000	302 PRUDEN ST	PLAN 172 LOT C PLAN 54 PT LOT B	6,837.00	RESIDENTIAL
04125050000000	230 PRUDEN ST	PLAN 54 BLK 23 W PT LOT 18	5,581.74	RESIDENTIAL
04126049000000	626 WILEY ST	PLAN W-172 LOT 225 BLK K	4,988.57	RESIDENTIAL
04126050000000	624 WILEY ST	PLAN 172 LOT 226 BLK K	6,686.15	RESIDENTIAL
04127062000000	441 PRINCE ARTHUR BLVD	PLAN 167 LOT 174	4,843.52	RESIDENTIAL
04128074000000	646 SOUTHERN AVE	PLAN 193 LOT 546 E PT LOT 545	7,119.53	RESIDENTIAL
04128076000000	646 SOUTHERN AVE	PLAN W-193 LOT 543 E PT LOT 542	5,908.62	RESIDENTIAL
04130075000000	411 SYNDICATE AVE N	PLAN 217 LOT 701	5,481.06	RESIDENTIAL
04130085000000	818 FINLAYSON ST	PLAN 217 LOT 669	7,652.93	RESIDENTIAL
04130087000000	822 FINLAYSON ST	PLAN 217 LOT 667	16,779.28	RESIDENTIAL
04132043000000	716 MCKELLAR ST N	PLAN 713 LOT 47	7,364.21	COMMERCIAL
04132063000000	805 SYNDICATE AVE N	PLAN 713 LOT 19	2,928.31	RESIDENTIAL
04133081000000	606 HAROLD ST N	PLAN W-426 PT LOT 163	14,960.79	RESIDENTIAL

CITY OF THUNDER BAY
REVENUE DIVISION
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2020 TAX ARREARS
UNDER THE MUNICIPAL ACT, 2001

ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
04133155000000	1112 ROSEDALE AVE	PLAN 426 LOT 139 TO 140	6,455.12	RESIDENTIAL
04135039000000	311 SILLESDALE CRES	PLAN 794 LOT 85	6,273.35	RESIDENTIAL
04137473000000	238 KENSINGTON DR	PLAN M126 BLK PT 20 FWR287 PARTS 61 & 62	4,796.62	RESIDENTIAL
04137549000000	198 LIMBRICK ST	PLAN M130 BLK 27 FWR470 PARTS 43 & 47	2,751.85	RESIDENTIAL
04137624000000	133 LIMBRICK ST	PLAN WM-278 LOT 2 PCL 2-1 TBF	3,757.49	RESIDENTIAL
04138034360000	569 LANSLOWNE CRT	PLAN M143 LOT 76	9,068.15	RESIDENTIAL
04139037000000	133 CAMERON ST	PLAN 54 BLK 15 LOT 28	10,145.50	RESIDENTIAL
04140052000000	139 CUMMING ST	PLAN W-54 BLK 17 LOT 25	6,043.99	RESIDENTIAL
04141023000000	322 DEASE ST	PLAN 62 BLK J PT LOT 8	8,422.26	RESIDENTIAL
04141082000000	300 CAMERON ST	PLAN 62 BLK H LOT 1 E PT LOT 2	6,913.18	RESIDENTIAL
04141089000000	208 CAMERON ST	PLAN W54 BLK 21 E PT LOTS 7 AND 8	5,438.33	RESIDENTIAL
04141099000000	303 BETHUNE ST	PLAN 62 BLK H LOT 17 TO 18	5,962.59	RESIDENTIAL
04142017000000	306 BETHUNE ST	PLAN 62 BLK G LOT 4	5,389.24	RESIDENTIAL
04144004000000	130 MAY ST S	PLAN 96 BLK A LOT 23 S PT LOT 22	20,296.77	RESIDENTIAL
04145059000000	355 BRODIE ST N	PLAN 210 LOT 120 TO 121	7,371.81	RESIDENTIAL
04146018000000	355 MCKELLAR ST N	PLAN W-210 LOT 330 TO 331	7,958.94	RESIDENTIAL
04146117000000	305 SYNDICATE AVE N	PLAN 210 LOT 185 S PT LOT 186	9,919.44	RESIDENTIAL

CITY OF THUNDER BAY
REVENUE DIVISION
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2020 TAX ARREARS
UNDER THE MUNICIPAL ACT, 2001

ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
04146118000000	307 SYNDICATE AVE N	PLAN 210 LOT 187 & N7 FT LOT 186	10,949.17	RESIDENTIAL
04148003000000	118 SYNDICATE AVE S	PLAN 123 S PT LOT 57	15,562.30	COMMERCIAL
04148030000000	121 BRODIE ST S	PLAN 123 LOT 56 W/S BRODIE ST	13,064.36	COMMERCIAL
04150025000000	211 MCKELLAR ST S	PLAN 178 LOT 48 MCKELLAR ST W/S	14,317.50	COMMERCIAL
04152049000000	408 HAROLD ST N	PLAN M15 LOT 33 PCL 19412	2,691.05	RESIDENTIAL
04153045000000	210 HAROLD ST N	PLAN M13 LOT 173	6,962.63	RESIDENTIAL
04155044000000	355 NORAH ST N	PLAN M15 LOT 100 PCL 1082	3,106.10	RESIDENTIAL
04158064000000	1301 VICTORIA AVE E	PLAN M14 PT LOT 287 PCL 1249 CFWF	13,636.78	COMMERCIAL
04158065000000	1305 VICTORIA AVE E	PLAN M14 PT LOT 288 PT LOT 289 RP 55R6041 PART 2 PCL 22148 TBF	5,383.38	COMMERCIAL
04159072000000	1730 VICTORIA AVE E	PLAN M31 LOT 316 & E1/2 LOT 317 PCL 21386	7,215.30	RESIDENTIAL
04160010000000	1538 RANKIN ST	PLAN M31 LOT 206 & W6 FT LOT 205 PCL2271	4,814.21	RESIDENTIAL
04161032000000	1741 DONALD ST E	PLAN M31 LOT 143 W PT LOT 144	4,481.72	RESIDENTIAL
04162011000000	232 BRUNSWICK ST N	PLAN WM-31 LOT 824 TO 825 PCL 137 CFWF	4,758.71	RESIDENTIAL
04162020000000	205 DUNDAS ST	PLAN M31 LOT 792 N PT LOT 791 PCLS2058 & 2002 CFWF	3,955.57	RESIDENTIAL
04164188000000	2210 SILLS ST	PLAN M63 LOT 28	8,760.77	RESIDENTIAL
04166025000000	132 MAPLEWOOD ST S	PLAN 764 LOT 168	9,824.95	RESIDENTIAL

CITY OF THUNDER BAY
REVENUE DIVISION
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2020 TAX ARREARS
UNDER THE MUNICIPAL ACT, 2001

ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
04166122090000	204-2813 ARTHUR ST E	TBSCP 46 LEVEL 2 UNIT 5	2,533.54	RESIDENTIAL
04168109000000	235 ARTHUR ST W	PLAN 690 PT LOT 3 PT LOT 4 RP 55R8508 PART 1	28,281.71	COMMERCIAL
04171064000000	504 THORNDALE CRES	PLAN 788 LOT 38	14,239.96	RESIDENTIAL
04172062000000	601 CHERRYDALE PL	PLAN M107 LOT 68	5,716.37	RESIDENTIAL
04172118000000	606 VICTORIA AVE W	PLAN M107 LOT 64 PCL 3875	8,536.83	RESIDENTIAL
04173363000000	814 112TH ST	PLAN 168 LOT 87	369.28	INDUSTRIAL
04174032000000	301 SYNDICATE AVE S	PLAN 96 BLK A LOT 39 TO 40 CORNER	14,166.50	COMMERCIAL
04174045000000	323 BRODIE ST S	PLAN 178 N1/2 LOT 35	5,650.45	RESIDENTIAL
04174067000000	315 MAY ST S	PLAN 178 N PT LOT 37 W/S MAY	6,812.43	RESIDENTIAL
04176008000000	320 MARKS ST S	PLAN 144 LOT 10 S PT LOT 9 N PT LOT 11	5,226.95	RESIDENTIAL
04176043000000	309 CATHERINE ST	PLAN 144 LOT 5 N17 FT LOT 6	13,878.39	RESIDENTIAL
04177098000000	321 MARKS ST S	PLAN 144 N PT LOT 11 S PT LOT 10	8,810.86	RESIDENTIAL
04179005000000	540 FRANKLIN ST S	PLAN 144 LOT 61 TO 63	6,520.70	RESIDENTIAL
04181075000000	743 FRANKLIN ST S	PLAN M24 LOT 94 TO 95	6,751.88	RESIDENTIAL
04182052000000	1427 RIDGEWAY ST E	PLAN 393 LOT 81 TO 82	6,363.47	RESIDENTIAL
04183035000000	1407 MURRAY AVE	PLAN 393 LOT 232 W PT LOT 233	9,968.60	RESIDENTIAL
04185073000000	1807 MCGREGOR AVE	PLAN M35 LOT 282 TO 283	3,893.57	RESIDENTIAL

CITY OF THUNDER BAY
REVENUE DIVISION
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2020 TAX ARREARS
UNDER THE MUNICIPAL ACT, 2001

ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
04185117000000	2011 MURRAY AVE	PLAN M41 LOT 619 TO 620 PCL1340 FWF	9,092.21	RESIDENTIAL
04187049000000	2015 MOODIE ST E	PLAN 559 LOT 99 E15 FT LOT 100 PLAN M41 W17 FT LOT 636 PCL 2952	7,361.36	RESIDENTIAL
04191030000000	2121 MCGREGOR AVE	PLAN W-716 LOT 175	3,406.64	RESIDENTIAL
04191049000000	2246 MCGREGOR AVE	PLAN 716 LOT 158	5,667.70	RESIDENTIAL
04193094000000	713 RUSKIN CRES	PLAN 759 S PT LOT 136 LOT 137 55R1100 PARTS 57 & 58	4,548.28	RESIDENTIAL
04194092000000	2820 RIDGEWAY ST E	PLAN 755 LOT 83	6,719.79	RESIDENTIAL
04198008000000	639 BROWN ST	PLAN 148 BLK 15 N 16 FT LOT 1 PART 2 PT OF CLSD LANE	339.97	RESIDENTIAL
04199019000000	720 BROWN ST	PLAN 61 BLK B LOT 2 N PT LOT 1	8,442.63	RESIDENTIAL
04203012000000	419 MARY ST E	PLAN 731 LOT 36 LESS CPR	7,817.69	RESIDENTIAL
04203092000000	425 BROCK ST E	TOWN PLOT N/S BROCK PT LOT 13	5,056.51	RESIDENTIAL
04204006000000	1320 SPRAGUE ST	TOWN PLOT N/S AMELIA PT LOT 15	6,050.18	RESIDENTIAL
04205009000000	921 SPRAGUE ST	TOWN PLOT N/S CHRISTINA N PT LOT 16	8,041.99	RESIDENTIAL
04206044000000	374 MARY ST E	TOWN PLOT S/S MARY W PT LOT 18	7,110.07	RESIDENTIAL
04206068000000	305 BROCK ST E	TOWN PLOT N/S BROCK PT LOT 25 RP 55R6663 PART 1	8,751.66	RESIDENTIAL
04208091000000	356 AMELIA ST E	TOWN PLOT S/S AMELIA PT LOT 20	8,174.24	RESIDENTIAL

CITY OF THUNDER BAY
REVENUE DIVISION
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2020 TAX ARREARS
UNDER THE MUNICIPAL ACT, 2001

ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
04210059040000	211 BROCK ST E	TOWN PLOT FORT WILLIAM PT LOTS 34 AND 35 N VICTOR ST RP 55R14557 PARTS 1 AND 2	11,673.60	RESIDENTIAL
04211043000000	257 FRANCIS ST E	TOWN PLOT N/S FRANCIS PT LOT 30	5,435.36	RESIDENTIAL
04212021000000	1311 TARBUTT ST S	PLAN 703 LOT 81	4,530.87	RESIDENTIAL
04215040000000	177-179 FREDERICA ST E	NEEBING TOWN PLOT E PT LOT 38	36,677.06	MULTI-RESIDENTIAL
04215052000000	147 FREDERICA ST E	PLAN 70 BLK 9 LOT 3 W PT LOT 2	8,093.59	RESIDENTIAL
04216055000000	122 MARY ST W	PLAN 70 BLK J E PT LOT 23 W PT LOT 24	7,644.19	RESIDENTIAL
04217029000000	1203 EDWARD ST S	PLAN 70 BLK L LOT 31 TO 32	5,506.40	RESIDENTIAL
04218006000000	1413 EDWARD ST S	PLAN W-61 BLK P PT LOT 20	30,420.50	COMMERCIAL
04218012000000	134 AMELIA ST W	PLAN 70 BLK P LOT 10	5,801.81	RESIDENTIAL
04221004000000	1501 BROWN ST	PLAN 70 BLK Q LOT 19 TO 22 CORNER	4,826.17	RESIDENTIAL
04221036000000	273 GORE ST W	PLAN 42 LOT 265 LESS LANE	4,155.42	COMMERCIAL
04221059000000	260 KINGSTON ST	PLAN 42 LOT 378	3,925.54	RESIDENTIAL
04223040000000	314 FRANCIS ST W	PLAN 42 PT LOT 171	4,551.77	RESIDENTIAL
04226050000000	1621 EUCLID AVE	PLAN 196 BLK T LOT 16 S PT LOT 15	3,458.75	RESIDENTIAL
04227087000000	1112 MOUNTDALE AVE	PLAN 196 BLK H LOT 56 LOT 55	6,726.19	RESIDENTIAL
04227092000000	1130 MOUNTDALE AVE	PLAN 196 BLK H LOT 47 S PT LOT 48	6,887.96	RESIDENTIAL

CITY OF THUNDER BAY
REVENUE DIVISION
REGISTRATION OF TAX ARREARS CERTIFICATES FOR 2020 TAX ARREARS
UNDER THE MUNICIPAL ACT, 2001

ROLL NUMBER	ADDRESS	LEGAL DESCRIPTION	OWING AS AT DECEMBER 31, 2021	CLASS
04227103000000	819 MARY ST W	PLAN W-196 BLK A LOT 36 & W PT LOT 35	6,963.92	RESIDENTIAL
04227123000000	816 MARY ST W	PLAN W-196 BLK H LOT 3 & E 16 FT LOT 2	9,146.85	RESIDENTIAL
04228001000000	1310 CRAWFORD AVE	PLAN 219 BLK 23 LOT 56	3,534.51	RESIDENTIAL
04230027000000	1315 STANLEY AVE	PLAN 219 BLK 20 LOT 11 TO 12	6,725.40	RESIDENTIAL
04230028000000	1312 STANLEY AVE	PLAN 521 LOT 56 PT LOT 55 RP 55R8559 PART 1	4,392.62	RESIDENTIAL
04230046000000	1331 NIPIGON AVE	PLAN 521 LOT 20 TO 21	4,682.32	RESIDENTIAL
04231101000000	1416 MARY ST W	PLAN 771 LOT 64	5,149.12	RESIDENTIAL
04232118000000	1413 GORE ST W	PLAN 219 BLK 30 LOT 20 TO 21	3,037.41	RESIDENTIAL
04240382000000	505 MCGILL CRES	PLAN 866 LOT 30	3,476.25	RESIDENTIAL
04240540000000	459 ERINDALE CRES	PLAN 866 LOT 187	5,209.59	RESIDENTIAL
04240553000000	480 ERINDALE CRES	PLAN 869 LOT 197	5,229.66	RESIDENTIAL
04240711440000	553 CHAMPLAIN PL	PCL 26572 PLAN 869 PT BLK C RP 55R11100 PART 21 TO 23	11,800.61	RESIDENTIAL
04240713060000	543 DALHOUSIE CRT	PLAN M320 LOT 81	9,124.80	RESIDENTIAL
			2,442,121.14	

Corporate Report

DEPARTMENT/ DIVISION	Corporate Services & Long Term Care - Revenue	REPORT NO.	R 31/2022
DATE PREPARED	02/16/2022	FILE NO.	
MEETING DATE	03/28/2022 (mm/dd/yyyy)		
SUBJECT	Application for Cancellation, Reduction Or Refund of Taxes Under Section 357 Of The Municipal Act		

RECOMMENDATION

WITH RESPECT to Report R 31/2022 (Corporate Services & Long Term Care - Revenue), we recommend that the cancellation, reduction or refund of taxes totaling \$51,380.51 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 \$51,380.51.

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 2022 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 17, 2022
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Proposed Tax Reductions Arising from Applications
Under Section 357 of the Municipal Act, 2001

Roll Identifier Address	Reason For Application	Year of Appeal	Tax Adjustment
01.001.05500.0000 235-237 RED RIVER RD	Became Exempt	2021	3,153.36
01.008.05900.0000 61 COURT ST S	Became Exempt	2021	626.20
01.014.01500.0000 90 ONTARIO ST	Demolition	2021	18.48
01.025.11000.0000 229 ALGONQUIN AVE S	Demolition	2021	38.14
01.026.01600.0000 236 ALGONQUIN AVE S	Demolition	2021	13.04
01.035.23800.0000 199 ONTARIO ST	Demolition	2021	167.82
01.043.02800.0000 115 PETER ST	Demolition	2021	22.66
01.046.00400.0000 123 DUKE ST	Demolition	2021	18.92
01.048.10800.0000 571 VAN NORMAN ST	Demolition	2021	8.95
01.057.08500.0000 194 CUMBERLAND ST N	Demolition	2021	580.92
02.100.28900.0000 1830 DAWSON RD	Class Change	2021	633.55
02.100.05302.0000 221 LYDIA AVE	Demolition	2021	148.50
02.102.49507.0000 120 ESSEX CRT	Demolition	2021	39.28
04.144.00600.0000 138 MAY ST S	Became Exempt	2021	9,246.34
04.147.02950.0000 125 BRODIE ST	Substantially Unusable	2021	26,964.50
04.168.00100.0000 112 LELAND AVE S	Demolition	2021	5.37

04.171.10500.0000 518 DONALD ST W	Class Change	2021	134.89
04.173.30900.0000 1900 108TH AVE	Demolition	2021	9288.35
04.176.04500.0000 305 CATHERINE ST	Demolition	2021	23.46
04.222.00300.0000 916 EUCLID AVE	Fire	2021	247.78
			<u>51,380.51</u>

Corporate Report

DEPARTMENT/ DIVISION	Corporate Services & Long Term Care - Revenue	REPORT NO.	R 32/2022
DATE PREPARED	02/16/2022	FILE NO.	
MEETING DATE	03/28/2022 (mm/dd/yyyy)		
SUBJECT	Application For Cancellation, Reduction or Refund of Taxes Re: Section 358 of the Municipal Act		

RECOMMENDATION

WITH RESPECT to Report R 32/2022 (Corporate Services & Long Term Care - Revenue), we recommend that the cancellation, reduction or refund of taxes totaling \$34,007.05 due to gross or manifest errors in the preparation of the assessment rolls 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 reduction and/or refund of property taxes, totaling \$34,007.05 due to errors in assessment.

DISCUSSION

Any person who was overcharged due to any gross or manifest error in the preparation of the assessment roll that was an error of fact, which may include clerical errors, the transposition of figures or typographical errors, may make application for a reduction under Section 358 of the *Municipal Act, 2001*. This Section does not provide for errors in judgment in making the assessment upon which the taxes have been levied.

Attachment A contains a listing of proposed tax reductions arising from applications under Section 358 of the *Municipal Act, 2001*. This section provides for applications to be submitted to Council for the cancellation, reduction, or refund of taxes levied in each or either of the two years preceding the year in which the application is made in cases where an assessment appeal has not been made under the *Assessment Act*.

By authority of Section 4 of the *Statutory Powers Procedure Act*, proceedings may be disposed of by agreement, consent or a decision may be given without a hearing, if the parties have waived such hearing or compliance. Council has previously approved this procedure.

Applications for cancellation, reduction, or refund of taxes have been verified by the Assessment Review Board for compliance. As well, the Municipal Property Assessment Corporation has confirmed gross or manifest errors of fact and has made assessment reductions.

All applicants have waived their right to a hearing.

FINANCIAL IMPLICATION

Taxes recommended to be refunded have been provided for in the 2022 Operating Budget.

CONCLUSION

It is concluded that the tax adjustments requested for the reduced assessments as outlined in the Report should be approved.

BACKGROUND

Section 358 of the *Municipal Act, 2001*, provides that Council may consider applications for adjustments of taxes for the prior two years where over-billings are a result of gross or manifest errors in assessment.

REFERENCE MATERIAL ATTACHED:

Attachment A – Application for Cancellation, Reduction or Refund of Taxes Re: Section 358 of the Municipal Act, 2001.

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

THIS REPORT SIGNED AND VERIFIED BY:	DATE:
Linda Evans, GM Corporate Services & Long Term Care, City Treasurer	March 16, 2022

Proposed Tax Reductions Arising from Applications
Under Section 358 of the Municipal Act, 2001

Roll Identifier <u>Address</u>	Reason For <u>Application</u>	Year of <u>Appeal</u>	Tax <u>Adjustment</u>
03.110.25200.0190 217 ROUND BLVD	Manifest Error	2020	15,249.56
03.110.25200.0190 217 ROUND BLVD	Manifest Error	2021	18,757.49
			<hr/> <hr/> 34,007.05 <hr/> <hr/>

Corporate Report

DEPARTMENT/ DIVISION	City Manager's Office - Office of the City Clerk	REPORT NO.	R 37/2022
DATE PREPARED	02/24/2022	FILE NO.	
MEETING DATE	03/28/2022 (mm/dd/yyyy)		
SUBJECT	Harry Kirk Archives and Records Centre Expansion		

RECOMMENDATION

For information.

EXECUTIVE SUMMARY

The Office of the City Clerk – Archives, Records & Privacy Section is estimating that the archival storage areas of the Harry Kirk Archives and Records Centre (the Archives) will be full by 2023. It is important to keep archival records for their historical, cultural, evidential, and legal value. These records are used by the public and by administration. Non-archival records are kept in the Harry Kirk Archives and Records Centre's Record Centre and are destroyed on a regular basis according to the Council-approved records schedules.

The Archives currently holds more than 17 million pages of historical documents. These records date back to the 19th century. Approximately 400 boxes are added annually to the archival holdings.

An addition to the existing building is feasible and recommended and would provide approximately 40 more years of archival space. Digitization and outsourcing the storage of non-archival records were also considered as a way to increase archival quality space within the current building envelope. The building expansion is the least expensive of these options and provides the greatest benefit to the municipality.

DISCUSSION

The Harry Kirk Archives and Records Centre

The Harry Kirk Archives and Records Centre (the Archives) has two separate storage areas, each having a different purpose. They are used to store different types of records.

- Records Centre – where transitional records are stored (records that are scheduled at a specific time for destruction)

Routine transactional records that make up most of the City's records are stored in the Records Centre. Space for incoming records is created by destroying records at the end of their lifecycle as determined by the Records Authority Schedule By-law (BL 79/2021). The storage conditions in the Records Centre are similar to those found in a warehouse. No special climate controls are necessary.

- Archival Storage Centre – where permanent (archival) records are stored

Permanent archival records are stored in special vaults that have HVAC systems designed to maintain constant temperatures of 18 - 20°C and a relative humidity of 45% +/-10%. These are preservation standards established by the Canadian Council of Archives. The archival vaults also have Novec gas fire suppression to prevent water damage via discharge of sprinklers. These records will never be destroyed and will be kept for historical and legal purposes and records have municipal benefit.

There has been a suggestion that the city should consider digitizing all archival records and destroying the originals; however, this is not good archival practice. Documents have a context in their native formats that need to be preserved. Legal Services does not support any practice that would see all archival records digitized and the originals destroyed. Further, this practice is not contemplated at this time and is not recommended for the following reasons:

- Liability to the city should digital records become compromised or lost;
- Efficiency for administration to view and access historical records;
- Costs associated with the destruction of records; and
- Public access which includes accessibility.

Analysis of Provincial Practices:

- The Province of Ontario adds more than 30,000 boxes of paper records to its archival holdings annually.
- The Archives of Ontario has not digitized records with the intention of destroying the originals.
- The Province of Ontario has digitized their records that record highly standardized transactions. These records are not archival. They are similar to City records that await destruction in the Records Centre.

Current and Future Archival Practice for the City of Thunder Bay

The fact that the City had the foresight to preserve archival records has saved the city significant cost. The amount requested for the addition is a further investment for our municipality.

For example, Archives staff were able to identify records related to the James Street Bridge litigation and infrastructure history. Some of these records were more than 100 years old. These records provided key evidence that the City had fulfilled its obligations in the 1906 agreement with The Grand Trunk Pacific Railway. The 1906 agreement itself is in the Archives. The return

on investment relative to the preservation of archival records will continue to be realized when similar situations arise in the future.

Approximately 400 boxes of records are added to the Archives vaults each year. Currently there is space for 790 boxes. If archival records continue to be added at this pace the archival vaults will be full by the end of 2023.

The City of Thunder Bay Records Management System

Records have a lifecycle that begins with their creation. They are used heavily for the first year or two during which they are stored in the department where the record was created. Eventually they become inactive. Some records must be retained for a longer period of time for legal and operational reasons. The records are transferred to the Archives for this inactive period. Some of these records will be destroyed at the end of their inactive period, others must be kept permanently in the Archives. This lifecycle is documented in records schedules that are approved by Council via the Records Authority Schedule By-law (By law 79/2021).

Permanent Archival Records

The Archives, Records & Privacy Section identifies permanent corporate records created by the municipal government of Thunder Bay and its predecessors Fort William, Port Arthur, the Townships of Shuniah, Neebing and Crooks. It preserves these records, processes and indexes them and provides access to them for the public and for Administration.

Archival records are identified for permanent retention through records schedules and through review by archivists trained to identify records that must be kept permanently because they have one or more of the following characteristics:

- Historical value – they illustrate important aspects of Thunder Bay’s social, political, economic, demographic, architectural, and development history.
- Cultural value – they illustrate important aspects of Thunder Bay’s cultural diversity and development.
- Evidential value – they provide evidence of major civic programs, the administrative and political decisions and actions taken to develop these programs, and public reaction to them.
- Legal value – some documents must be kept permanently to document Thunder Bay’s legal commitments.

History is important and significance of an archival record can change over time. There are more than 17 million pages of archival documents in the Archives dating back to the late 19th century. Archival documents come in a variety of formats including:

- Standard letter and legal sized files
- Ledgers varying from standard 11 x 17 ledger size to very large over-sized volumes
- Maps, architectural and engineering drawings of various sizes. Some of these are rolled, some are folded in boxes, and some have been flattened and stored in map cabinets

- Photographs
- Microfilm
- Physical artifacts

Information is recorded in these formats through a variety of methods:

- Typed, word processed, or hand written on regular paper
- Typed or written on onion skin
- Handwritten in pen
- Handwritten in pencil

Permanent archival records are frequently accessed and made available to corporate and public researchers as well as Administration. The Archives receives about 150 public research visits annually. Archival records are used by professional and amateur historians, students, genealogists, home owners, and citizens researching issues of concern to them. In addition email requests come from around the world. Most engineering and design firms in Thunder Bay use the archives to research potential environmental and structural issues they may face in developing a property. The aerial photographs are of particular use to these researchers. City departments make approximately 500 requests for archival information annually.

Examples of Archival Records

Archival records are organized by records series that reflect their provenance and connect them to the records creators. Archival research is complex and a researcher may request records from several series to complete their research. Some of the most significant series include:

- City Clerk's Files: The Office of the City Clerk interacts with Council, citizens, and Administration in a unique way via records of deputations, petitions, ward and town hall meeting files and constituent records. These files, which date back to the early 20th century and continue to the present, include correspondence from various stakeholders. They offer important insights into all aspects of civic issues and projects.
- Council records: This group of series includes minutes, by-laws, corporate reports, and agreements that date back to 1884 for Port Arthur, 1892 for Fort William, and 1970 to present for Thunder Bay. Used alone or in conjunction with the Clerk's Files they document the history of civic decision making.
- Tax Assessment Rolls: These records, which date back to 1884 for Port Arthur, 1902 for Fort William, and 1970 to present for Thunder Bay offer a wealth of information on Thunder Bay's demographic and built history.
- Parks Board records: These records date back to the early 20th century. They document the acquisition and development of Thunder Bay parks.
- Aerial photographs: These records of the City taken at regular intervals since 1947 document the physical change the City has undergone.
- Photographs: There are thousands of photographs dispersed among many records series. Many of them have been digitized and are accessible to the public online. They are used for publications, student projects, private research, and corporate and private presentations.

The Archives as a Vehicle of Public Engagement and Community Participation

The rich archival records that have been preserved create unique opportunities for public engagement and community participation.

- **The World War One Thunder Bay Centennial collaboration**

This is a partnership of heritage organizations – City of Thunder Bay (CTB) Archives, the Library, the Northwestern Ontario Sports Hall of Fame, the Military Museum, the Lakehead University (LU) History Department, the Thunder Bay Museum, and others – to create a common web exhibit commemorating the years of the First World War. The Archives contributed content on: Council deliberations about war issues, the treatment of enemy aliens, patriotic fairs and other fund raisers, wartime recreation, the building of minesweepers at Canada Car, and other aspects of life in Fort William and Port Arthur between 1914 and 1918.

- **Archives web exhibits**

Select archival records are digitized and incorporated into virtual exhibits on the CTB website. The exhibits are created around a diversity of topics of interest to the community including: Waterfront Development, the 1997 Scouts Canada Jamboree, park development, a history of the Fire Department, a history of Transit, a history of City Hall, the 1981 Canada Games, and a celebration of 100 years of the Summer Playgrounds Program.

- **Women's History exhibit**

This virtual exhibit uses archival records and engages the public to profile women who have had a significant impact on the City.

Building Expansion

The recommended solution for the proper storage and preservation of the city's archival records is a 4,200 square foot expansion. The expansion has been planned to extend the Archives building into the parking lot adjacent to the north end of the building. The cost of this expansion is estimated to be \$3.5 million. \$500,000 of that total is required for the creation of construction planning and engineering documents; \$3million is estimated for construction of the addition. This capital funding would need to be approved in back-to-back years. The Office of the City Clerk has been guided by the Director – Facilities, Fleet & Energy Management in estimating costs and preliminary planning. This expansion will allow for 40 years of new records.

Comparator Municipalities

There are several examples of municipalities that have invested in their Archives buildings.

- City of Stratford and Perth County opened a new state of the art purpose built 10,000 square foot accessible building in 2015. The cost was \$2.5 million.

- Simcoe County opened a state of the art purpose built 10,000 square addition in 2012. The cost was \$4.1 million.
- Peterborough built a \$3.1 million renewal of its Museum and Archives that combines construction of a 10,000 square foot facility with renovations to its existing building in 2013.
- Yukon Territory Archives completed a 6,000 square foot purpose built state of the art addition in 2017. The cost was \$6 million.
- The City of Ottawa opened a purpose built state of the art three-story building in 2011. The cost was \$38.6 million.

Digitization

The CTB Archives has more than 17 million pages of information dating back to the beginnings of Port Arthur and Fort William.

Digitization of archival records is done to give easier public access to archival documents. Destruction of archival records after digitization is not a best practice. The original paper records were created in a context that needs to be preserved. Legal Services does not support the destruction of permanent records.

City Council has received and endorsed The Corporate Digital Strategy, which is intended to guide the City's future direction and investment related to Information and Digital Technology Services. The Corporate Digital Strategy does outline the need and identifies a project for the City to develop a Corporate Information Management Strategy that will review the City's current information management practices, set the trajectory, evaluate solution options and provide a clear roadmap and implementation plan for implementing electronic records management and for improving records management practices. However, the Corporate Digital Strategy does not include recommendations to incorporate the adoption of archival records into a solely digital format. While digitization is currently underway for the purposes of easier public access to archival documents, it does not replace the archival record kept permanently in the Archives as noted above.

Digitization of archival documents is far more complicated than digitization of modern standard sized business documents that can be scanned with a sheet feeder. Archival records come in a variety of sizes and formats. They are unique and irreplaceable. The risk of damage from a sheet feeder jam is too large to use this method. They must be scanned individually with a flatbed scanner.

The CTB Archives has about 1.5 million pages in 4,230 over-sized ledgers. Digitization of these ledgers would require the purchase of several large overhead scanners at a cost of more than \$40,000 each. The digitization of archival documents requires a number of steps:

- Preparation of the documents. This involves removing staples and other fasteners, and making sure that all pages are in the right order.
- Scanning the documents.

- Quality control to ensure that all pages have been captured in the correct order and that the resolution of the scan adequately captures all aspects of the document. This is especially difficult with hand written documents or documents that have hand written annotations.
- Applying optical character recognition (OCR) to the document.
- “Stitching” the individual pages of each document into one file.
- Indexing the document by capturing appropriate metadata and filing it so that it can be retrieved.
- Preserving the document through conversion into a format that will allow continued access when digital platforms and formats change.

Using modelling developed by the Association of Records Managers of America (ARMA) it is estimated that it would cost \$38.5 million to digitize the current archival holdings of the CTB Archives in five years. It would then cost \$1.4 million each year to digitize the annual additions to the Archives. These costs are for staffing as the Archives, Records & Privacy Section does not have the resources to undertake this.

This does not include the several workstations required or the facility that would house them. There is currently no space for such an operation in the Harry Kirk Archives and Records Centre.

Digitization and the Government of Ontario

The extent to which the Government of Ontario has digitized its records is similar to what is currently happening in The City of Thunder Bay. John Roberts, Chief Privacy Officer and Archivist of Ontario and Chief Information Security Officer with the Ontario Public Service, provided the following information:

- Ontario has approximately 1.9 million boxes of inactive records (the same type of records housed in the CTB records centre) in storage.
- Storage costs are about \$1.5 million/year.
- About 50,000 boxes are added annually.
- Some years this is as high as 100,000.
- 44,000 were added in 2020 with many staff members working from home.
- During the pandemic 30,000 boxes were added to the permanent archival collection. This is higher in non-pandemic years.
- The government of Ontario has gone digital (scanning with OCR) in some highly transactional areas where records are very standard forms.
- It has not digitized all of its permanent archival records.
- The majority of the government is still creating paper records. For example the Office of the Registrar General located in Thunder Bay is still creating most records on paper.

Records Centre Outsourcing to Create More Archival Space within the Existing Building Envelope

The services provided by a Records Centre are:

- Transportation of boxes to the records centre
- Initial accessioning – receiving and data entry
- Shelving the boxes
- Box storage
- Retrieval and re-shelving of boxes
- Retrieval and re-shelving of files
- Interfiling
- Photocopying/faxing/scanning items
- Creating destruction eligibility reports for management review
- Destruction of approved boxes
- Return of boxes identified as permanent to the Archives

Commercial records centres assess charges for all these services on a per box basis.

Outsourcing the storage of inactive records and then converting the Records Centre space of the building to archival storage was investigated as another alternative to building expansion. The cost of outsourcing was \$191,635 annually and \$5,931,704 over the 40 year span.

This solution provides significant delays in retrieving records in a timely manner. The City's records centre staff retrieve records within 24 hours as a basic service standard. A records storage company will charge a premium for this turnaround. The outsourcing solution has an increased risk of a privacy breach as all Archives, Records Management & Privacy staff, including students, make the oath of secrecy. We have no control over the behavior of staff employed by a records storage company. Operating our own records centre also provides greater control over the destruction process. This includes preserving records that have a legal hold on their destruction. The cost of converting our Records Centre into Archival Storage (climate controls, Novec fire suppression, additional retrieval equipment, construction, and reconfiguration of shelving) would be more than \$2 million.

The 40 year cost of out-sourcing the records centre function and converting to archival space would be almost \$8 million.

Return on Investment

The building addition is the least costly solution for creating more archival space.

Solution	Capital Cost	40 Year Operating Cost	40 Year total cost
Building Expansion	3. 5 million	\$764,000	\$4.264 million
Digitizing all Archival Holdings	Scanning Equipment and a large space for scanning stations is needed. Costs not investigated.	\$87.5 million (initial cost plus yearly accession after the initial five years) These costs are mainly for staffing as the Archives, Records & Privacy Section	\$87.5 million plus capital costs.

		does not have the resources to undertake this.	
Outsourcing records centre functions and conversion of space to an archival standard vault.	\$2 million+	\$5,931,704	Almost \$8 million.

The Archives has demonstrated its value over time. Just one incident like the James Street Bridge litigation, will mitigate further cost to the City more than the \$4.264 million 40 year cost of the addition, if important records are preserved.

The Archives also mitigates future cost to the Corporation about \$15,000 annually in stationary charges by making file folders, binders, fasteners, and other stationary items available for re-use.

FINANCIAL IMPLICATION

The financial implications of proceeding with the building addition are:

- \$500,000 planned in the 2023 capital budget for engineering and planning.
- \$3,000,000 planned in the 2024 capital budget for construction.
- \$19,100 increase in the operating budget beginning the year following construction.

The above noted costs are projected in the 2023 and 2024 Capital Budgets and will be subject to council approval at that time.

All potential funding possibilities will be explored such as NOHFC, Fednor and other grant programs.

A revenue model is also being investigated as an option by offering short term storage to other memory institutions. The Thunder Bay Museum has responded enthusiastically to this possibility. Partnership with other institutions including the Thunder Bay Public Library, Lakehead University Archives, and the Northwestern Ontario Sports Hall of Fame will be investigated in the coming year.

CONCLUSION

It is concluded that the city should continue to move forward with the current plan for capital projects for the addition to the Harry Kirk Archives and Records Centre planned for 2023 and 2024 and continue to manage corporate and archival records in a manner that respects the significant value of such records to the corporation.

BACKGROUND

By 2007 it had become apparent that space for archival records was reaching full capacity. Short term plans to alleviate the coming storage crunch were first developed in 2010.

In 2011 approval was given for a \$20,000 capital project to increase the storage capacity by adding additional fixed shelving.

In 2012 a request for \$100,000 was approved in the 2012 Capital Budget to fund a larger capacity increase through the replacement of fixed shelving with high density mobile shelving. The project was contingent on a structural review to determine the floor load of the Archives. The structural review conducted by KGS Group Consulting Engineers indicated that cracks in the floor on the second level prohibited any additional floor load. This prevented going ahead with either phase of the shelving reconfiguration.

The funds approved for the original shelving reconfiguration and expansions were used to create an archival storage area in the multipurpose room located on the first floor of the building. This room was used for a number of functions including processing of records and the storage of map cabinets. Map cabinets were relocated to another area of the building. The reconfiguration included shelving and archival quality HVAC in 2014. In 2013 it was forecast that this new space would be sufficient to accommodate 5 to 9 years of new archival accessions.

At the September 27, 2021 Committee of the Whole meeting, Council received a memorandum entitled Infrastructure Priority List. The Archives expansion is included as one of the top 25 infrastructure priorities for the City of Thunder Bay.

REFERENCE MATERIAL ATTACHED:

ATTACHMENT A – Letter of Support from Thunder Bay Museum

PREPARED BY: *Matt Szybalski, Manager – Archives, Records and Privacy and Krista Power, City Clerk*

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Norm Gale, City Manager	March 11, 2022

29 November 2021

Mayor Mauro and Councillors of the City of Thunder Bay
City of Thunder Bay
500 Donald St E
Thunder Bay, ON P7C 5K4

Dear Mayor Mauro and Councillors of the City of Thunder Bay:

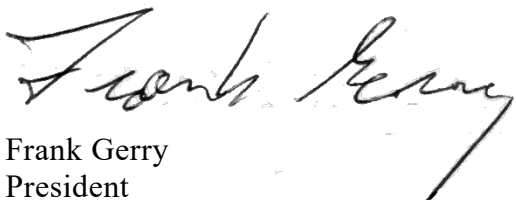
On behalf of the Thunder Bay Historical Museum Society, we would like to officially express our support for the City of Thunder Bay Archives' proposed facility expansion for the 2023-2024 budget years. The preservation and accessibility of both transitory records and permanent records is critical to the continuity of good government and a strong community.

The permanent records of the City of Thunder Bay Archives shall continue to grow as time marches on. Just as we must continue to maintain appropriate and critical infrastructure, we, as a society must support archives through resource allocation as a critical part of our society. They are our collective memory that historians, educators, genealogists, lawyers, architects, engineers, planners, and many other professionals rely on to conduct their business. It should also be the right of citizens to be able to know and understand the past activities of their governments to hold them accountable and inform future objectives. As well as be able to access records of the government related to the citizens it has served in perpetuity.

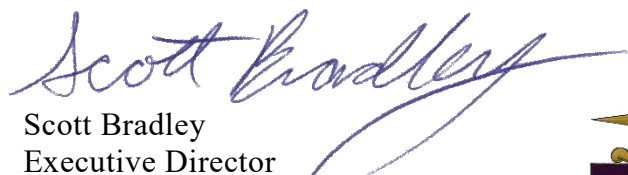
As we understand the plans currently, the City of Thunder Bay Archives may have short to medium term options, as part of this expansion, for other organizations to store records within the proposed space. The Thunder Bay Historical Museum Society, as our current archival facilities are approaching capacity, is very interested in these options as it could address our needs in the medium term.

We appreciate your time and consideration regarding funding of this important and vital resource for Thunder Bay and Northwestern Ontario, and we implore you to approve all administrative policies and funding to execute this project.

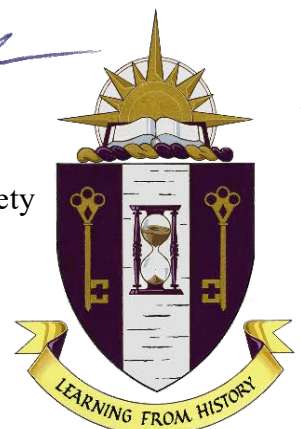
Sincerely,



Frank Gerry
President
Thunder Bay Historical Museum Society,
Board of Directors



Scott Bradley
Executive Director
Thunder Bay Historical Museum Society



Celebrating History Since 1908

Memorandum

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

TO: Krista Power, City Clerk

FROM: Matt Szybalski, Manager – Archives, Records and Privacy

DATE: March 3, 2022

SUBJECT: Harry Kirk Archives and Records Centre Expansion – R 37/2022
Committee of the Whole – March 28, 2022

I would like to request the opportunity to provide a presentation relative to Report R 37/2022 (City Manager's Office - Office of the City Clerk) at the March 28, 2022 Committee of the Whole meeting. City Clerk, Krista Power will join me in providing this presentation.

Corporate Report

DEPARTMENT/ DIVISION	City Manager's Office - Office of the City Clerk	REPORT NO.	R 34/2022
DATE PREPARED	02/16/2022	FILE NO.	
MEETING DATE	03/28/2022 (mm/dd/yyyy)		
SUBJECT	Use of Corporate Resources: Municipal Elections		

RECOMMENDATION

WITH RESPECT to Report R 34/2022 (City Manager's Office - Office of the City Clerk) we recommend the approval and adoption of the updated Corporate Policy – Use of Corporate Resources: Municipal Elections as appended to and outlined in this Report into the Corporate Policy Manual;

AND THAT the necessary by-law be presented to City Council for ratification.

EXECUTIVE SUMMARY

As a result of amendments to the *Municipal Elections Act, 1996* municipal councils are required to establish rules and procedures with respect to the use of corporate resources during a municipal election. This Report presents an updated policy for the consideration of City Council in satisfaction of this requirement. City Council approved Policy 08-01-06 – Use of Corporate Resources: Municipal Elections on April 23, 2018 to meet compliance in advance of the 2018 Municipal Election.

DISCUSSION

The *Municipal Elections Act, 1996* (the Act) as amended by Bill 181, which was given Royal Assent on June 9, 2016 required that City Council “establish rules and procedures with respect to the use of municipal or board resources”.

To best effect this, Administration provided City Council with a draft policy that was approved and adopted by By-law in April 2018. The Office of the City Clerk has updated the previous version of this policy to provide greater clarity, detail and direction for members of council and the public. The draft Corporate Policy (Attachment A) is provided for the consideration of City Council for adoption into the Corporate Policy Manual.

In recent municipal elections it has been the practice of the Returning Officer (City Clerk) to communicate to incumbent candidates cautions with respect to the use of corporate resources

during the campaign period. As a best practice this included restrictions on the use of corporate email addresses, corporately issued cellular phone numbers and any/all administrative staff supports in relation to election campaigns.

Already in place are:

1. Corporate Policy No. 06-01-33 'Political Activities' adopted on October 13, 1998, which prohibits municipal employees from any involvement with municipal elections.
2. Corporate Policy No. 08-01-06 'Use of Corporate Resources: Municipal Elections' adopted on April 23, 2018.
3. Corporate Policy No. 08-01-08 'Staff (Administration)/Council Relations Policy adopted on May 10, 2021.

Development of Updated Policy:

Review

In an effort to determine if the current policy was sufficient, the following work was completed:

1. Review of comparator municipalities policies
2. Review by Legal Services
3. Review by the Integrity Commissioner for the City of Thunder Bay
4. Internal review by CTB

Upon completion of the work the following changes were made and the draft policy updated to reflect the changes.

Outline of Changes:

The following sections were added to the policy:

Media Releases/Public Messaging: this section mirrors other municipalities across Ontario and provides for information to be shared with the public that does not include the benefit of name recognition

Advertising: in 2018, the City Clerk advised sitting members of council on advertising as it related to permissible material, this addition to the policy provides for ease of information and transparency to the public

Social Media: in 2018, this direction was a standard provided by the City Clerk but was not formalized by this policy, this addition provides for ease of information and transparency to the public and delineates members of council social media accounts for work associated with the current term of council and the campaign period for candidates seeking re-election

Acting Mayor Assignments: this process is in keeping with the current process for Acting Mayor Assignments as per By-law 69/2021 and provides clarity with inclusion within this policy

Attendance at Public Events: this section mirrors other municipalities across Ontario and provides for clarity for all sitting members relative to the expectation

Offence under the Act

Unlike most corporate policies the draft policy on use of Corporate Resources reflects the provisions of the *Municipal Elections Act, 1996* carries the potential for penalty should the policy be breached. *Section 94.1* of the Act provides “A person who contravenes any provision of this Act or a regulation under this Act or a by-law passed by a municipality under this Act is guilty of an offence”. General penalties can include fines, removal from office if elected, and even imprisonment depending on the nature and magnitude of the offence. This is noted to underscore the gravity with which this policy should be regarded in its application.

FINANCIAL IMPLICATION

There are no financial implications to this Report.

CONCLUSION

It is concluded that City Council should adopt the updated policy on the Use of Corporate Resources: Municipal Elections, as appended to this Report.

BACKGROUND

None

REFERENCE MATERIAL ATTACHED

Attachment A – Updated Policy – Use of Corporate Resources: Municipal Elections

PREPARED BY: KRISTA POWER, CITY CLERK

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER) Norm Gale, City Manager	DATE: March 18, 2022
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Corporate Policy

Policy No. 08-01-06

Effective Date:

SECTION: MUNICIPAL GOVERNMENT
DEPARTMENT/DIVISION City Manager's Office / Office of the City Clerk
SUBJECT: USE OF CORPORATE RESOURCES: MUNICIPAL ELECTIONS

POLICY STATEMENT:

It is the policy of the City of Thunder Bay that no candidates in a Municipal Election or By-election shall utilize any resource of the Corporation of the City of Thunder Bay in support of an election campaign.

This policy sets out provisions for the use of City facilities, resources and infrastructure during an election period. This is a requirement of the *Municipal Elections Act*, 1996 ("Act") and is in order to preserve the integrity of the elections process. This policy allows the City to balance the need for freedom of expression and assembly of candidates and its legal responsibility to ensure that no candidate, registered third party advertiser or political party is provided with an unfair advantage.

This policy recognizes that members of City Council hold their offices until the end of the term and supports members in fulfilling their responsibilities as publicly elected representatives. Nothing in this policy shall preclude a Member of Council from performing their duty as an elected official, nor inhibit them from representing the interests of their constituents.

PURPOSE:

It is the purpose of this policy to set out restrictions on the use of Corporate Resources by candidates in a Municipal Election and any By-elections so that no advantage exists for one candidate over another. The Act requires municipalities to establish rules and procedures for the use of municipal resources during the election period (section 88.18). The Act also prescribes that the City cannot make a contribution (including money, goods and services) to any candidate, registered third party advertiser or political party during an election (sections 88.8(4) and 88.12(4)). The *Election Finances Act* and the *Canada Elections Act* enact restrictions for contributions for both provincial and federal election campaigns.

RESPONSIBILITIES:

The City Clerk or their designate, as the Returning Officer for Municipal Elections is responsible for the co-ordination and management of this policy.

DEFINITIONS

Candidate: Any individual who has submitted their nomination form under section 33 of the Act whether they be an incumbent member of Council or a member of the public.

Corporate Resource: Any service, equipment or financial aid provided by the Corporation of the City of Thunder Bay. Including but not limited to Administrative Staff of the municipality, communication devices and supporting technology, telephone lines and associated numbers and municipal budgets.

Election: Includes any and all general Municipal Election or By-election that may be conducted to fill seats on the City Council.

Administrative Staff: Includes any and all persons employed by the City of Thunder Bay, be they full time, part time or seasonal employees.

Social Media: Websites and applications that enable users to create and share content or to participate in social networking, including but not limited to Facebook, Twitter, Instagram, LinkedIn, YouTube, Snapchat, and TikTok.

USE OF CORPORATE RESOURCES

Corporate Email Addresses: Email addresses issued to members of City Council by the City of Thunder Bay in the format **firstname.lastname@thunderbay.ca** or **firstinitiallastname@thunderbay.ca** shall not be advertised or promoted as a means of contacting a member of Council as a candidate in an election. If contacted through a corporate email address candidates shall respond only through their personal or election campaign addresses.

Telephone Numbers: The advertisement or promotion of all telephone numbers provided by the City of Thunder Bay, be they for a land line or cellular telephone, as a point of contact for a candidate's election campaign is prohibited. Telephone calls received on those numbers may be completed, however voice mail messages must be returned using a number supplied by the candidate, personally or through their election campaign.

Ward/Townhall Meeting: No member of Council shall conduct a Ward/Townhall meeting beyond June 30th in an election year. Promotion of Ward/Townhall meetings from January to June in an election year shall be limited to a single boosted advertisement, regardless of social media platform, the cost of which to be charged to the member's Corporate Budget. Advertisements of Ward/Townhall meetings in print or other media will be limited to a single ad, run once, with costs charged to the member's Corporate Budget.

Corporate Budgets: No members of Council shall use any portion of any budget to which they have access to in support of the election campaign activities of any candidate.

Administrative Resources: At no time shall a candidate solicit the support of any member of the Administrative Staff of the City of Thunder Bay for any activity in support of their election campaign (this includes requesting election signs be posted at personal or professional addresses, wearing of campaign promotional material or assisting with campaign events). Staff of the City of Thunder Bay are expressly prohibited from engaging in, promoting or participating in the campaign of any candidate in an election and shall not perform any work that might do so. This may include, but not limited to use of photocopiers, review of advertising, support from Corporate Communications & Community Engagement, and use of City indoor or outdoor facilities.

Media Releases/Public Messaging: The City's media releases or materials will not reference the name of a Member of Council. Where the City would typically name a specific Member of Council or the Mayor in its communications or media materials during an election period, it will make reference to the generic term "Councillor Ward XX" or "Mayor of Thunder Bay" without naming the specific Member of Council. This practice will be used for all City programs, events, announcements and to ensure effective communications with residents and businesses with respect to operational requirements, impacts or emergency situations.

Advertising:

- The City's logo, crest, slogans, etc., may not be printed, posted or distributed on any election-related campaign materials or included on any election-related website, except to link to the City's website to obtain information about the municipal election.
- Advertising/promotional materials (video, photographs, web ads) created by City employees or with City resources may not be used for any election purpose or in campaign materials.
- Candidates may not post photographs of themselves with City employees in uniform.

Social Media: Members should hold separate social media accounts for two purposes. The first for the purpose of connecting with constituents as a publicly elected member of council. The second should be the candidate page/link/account which shares only candidate information, statements on behalf of the candidate and campaign advertising/promotional material.

Acting Mayor Assignments: The protocol for Acting Mayor assignments will continue as per By-law BL 69/2021. The member assigned as Acting Mayor for each month will be called on first to fill the role of Mayor should the Mayor be unavailable. When the Acting Mayor is unavailable, the process will follow chronological order of assignment based on availability. There should be no request to Administration to attend specific events as Acting Mayor in an effort to promote candidacy. While fulfilling the role of Acting Mayor there may be no campaigning while in attendance. No election signs may be posted and no campaign materials may be disseminated at City events.

Attendance at Public Events: Elected officials are permitted to attend City-organized events or events held at City facilities and act as ceremonial participants in their capacity as elected officials. No member may campaign while in attendance. No election signs may be posted and no campaign materials may be disseminated at City events.

The provisions in this Policy may also be subject to additional City by-laws and policies.

REFERENCE:

Municipal Elections Act, 1996, Section 88.18

Report R 34/2022 (City Manager's Office - Office of the City Clerk)

Approved By:City Council
Replacing/Amending:
Originating Department:City Manager's Office
Contact:City Clerk
Departmental Procedures Manual:Yes
Affected Departments:

MEETING DATE 03/28/2022 (mm/dd/yyyy)

SUBJECT Visit from Consul General of Japan – November 26, 2022

SUMMARY

Memorandum from Councillor Brian McKinnon, dated March 15, 2022 containing information relative to the above noted.

ATTACHMENTS

1. Memo - M. McKinnon - Visit from Consul General of Japan – November 26, 2022
2. Consul-General Sasayama's Thunder Bay Visit Report

Memorandum

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

TO: Krista Power, City Clerk

FROM: Councillor Brian McKinnon

DATE: March 15, 2022

SUBJECT: Visit from Consul General of Japan – November 26, 2022
Committee of the Whole – March 28, 2022

This memorandum provides information on a visit on Friday, November 26, 2022 at City Hall from Mr. SASAYAMA Takuya, Consul-General, Consulate-General of Japan and Mr. MIYATA Takashi, Consul, Consulate-General of Japan.

This meeting was as a result of the ongoing relationship between Japan and Canada through the Sister City relationship with Gifu and Thunder Bay.

The city of Thunder Bay was pleased to host our guests who attended an afternoon meeting in Thunder Bay and discussed matters of economic interest, challenges relative to the covid-19 pandemic, opportunities for growth and partnership between our communities and to showcase our economic sector, educational opportunities and cultural exchange.

Visits such as these are part and parcel of the work of Sister Cities and I was pleased to participate in this meeting as the Acting Mayor. I have a history with Sister Cities as the past Chair and was honoured to attend on behalf of Mayor Mauro. The Sister Cities Committee has developed and grown since my participation with extending membership to the Community Economic Development Commission (CEDC), Lakehead University and Confederation College for greater synergy for Thunder Bay. Having these economic drivers at the table for our visit provided a robust and productive conversation that benefits the city of Thunder Bay.

The covid-19 pandemic has provided significant challenges for the Sister Cities committee and much work has been done to communicate with Thunder Bay's partners in a virtual capacity and stay connected.

C.C. Members of the Sister Cities Committee
Tina Larocque, Coordinator, Boards, Committees and Special Projects

MESSAGE FROM CONSUL-GENERAL SASAYAMA TAKUYA

December 2021

This is the season when days grow shorter and snow accumulates on the ground. It must be especially difficult for those who come to Toronto from warmer weather. In my experience, the days immediately become noticeably longer after Christmas, the winter solstice in December. The leaves of the magnolia tree in front of my house have fallen, but buds have already sprouted in preparation for spring.

The world is currently poised to take on the new Omicron variant of the Corona virus which seems to be spreading in various regions, including Ontario. The safety measures we should undertake remain unchanged. I would like once again to ask you to follow the directives of your local health authorities and stay cautious. To anyone planning to go to Japan, the strengthened border measures may be cause for inconvenience but I ask for your kind understanding.

This month, I would like to report on my November visit to Thunder Bay.

Lakehead Japanese Culture Association

To begin, in Thunder Bay I met with Mr. Terry Tsubouchi, President of the Lakehead Japanese Culture Association, along with others who have been developing exchange between Japan and Canada and promoting Japanese culture for a long time. They told me that, in addition to their activities being restricted by the pandemic, the average age among their members is increasing, resulting in fewer of them having experienced Japanese culture first-hand. I suggested some ideas to remedy this, including: reaching out to students at Lakehead University who are interested in Japanese culture; renewing interest among the Association's younger members in search of their Japanese roots; and undertaking activities with Japanese cuisine as the theme.



**With the members of
the Lakehead Japanese Culture Association**

Lakehead University

I then visited Lakehead University. While the population of Thunder Bay is just over 100,000, the number of students at Lakehead University exceeds 8,600. If you include faculty and staff, over 10,000 people are involved with the school. One of the characteristics of Thunder Bay is that it is a city of academics and culture. Lakehead University is a comprehensive institution with 10 faculties comprised of engineering, medicine, law, business, and others. The student community is also multinational, with the largest number of foreign students coming from India, followed by Chinese students. There are also close to 10 students from Japan. I was able to meet with three of them who arrived this past summer and will be studying there until the end of the year. I was told they will return to Japan during the pandemic and will look again for opportunities to study abroad once things settle down. When asked about their life in Thunder Bay, they told me about the detailed considerations extended to them by the university, as well as their wonderful host families. In addition to those living in dormitories, some are staying with host families who push them to challenge themselves in every way, which, they told me, have resulted in changes in the way they think. In addition to developing themselves academically, they were able to gain such invaluable opportunities within a short time. As I mentioned last month, the advantages Canada offers foreign students include the variety of learning options, the ease of obtaining a student visa, the relatively small number of Japanese students, and the diverse and tolerant local population. This description certainly fits Thunder Bay. There is also the invaluable presence of Ms. Maiko Scorgie,

Lakehead University's Coordinator, International Relations. Dr. David Barnett, the University's Provost and Vice-President (Academic), explained to me that he would like to warmly welcome more Japanese students, as well as increase interest in the JET (Japan Exchange and Teaching) Programme. Mr. James Aldridge, Lakehead's Vice-Provost, International, is indeed a JET alumnus.



Meeting with students at Lakehead University.



Meeting with Lakehead University's Provost and Vice-President, Dr. David Barnett, and Vice-Provost, International, Mr. James Aldridge.

The City of Thunder Bay

The next day, I went to Thunder Bay City Hall and met with Acting Mayor Brian McKinnon, as well as members of the Sister Cities Advisory Committee and the Community Economic Development Commission. We exchanged views on such topics as their city's various exchanges with Japan.

Thunder Bay has long since undertook exchange with Gifu City in Japan. Gifu acted as host town to welcome many Canadian track and field athletes ahead of the recent Tokyo Olympic and Paralympic Games. Exchange of people unfortunately is difficult right now in the midst of the pandemic, but this kind of activity will hopefully resume next year and onwards.

With respect to regional economic activity, Thunder Bay remains the hub for this area despite being distant from large urban centres. Aside from the local economy, Thunder Bay's close relationship with surrounding municipalities and northern territories was easy to see. As well, the city is situated on the so-called Ring of Fire, an area abundant in such resources as rare earth elements. It is expected that industries related to electric vehicles, which are currently attracting a lot of international attention, will be developed there. I was told as well as that Lakehead University acts as a catalyst for energizing the local economy by providing young and talented human resources. This is attracting interest from Japanese corporations which have noticed such characteristics of the region. Furthermore, there are future business opportunities in the beautiful natural landscape providing backdrop for the tourism industry, the promotion of Japanese cuisine, and others factors, all of which are not yet known to the world. I reaffirmed the importance of letting Japanese businesses know of the area's appeal.



**Exchanging views with
Thunder Bay city officials.**

A Lifestyle Surrounded by Nature

I also had opportunities to speak with local Japanese residents in Thunder Bay and was able to see how they were working in a variety of fields while living a full life among wondrous natural landscapes. Beavers can be spotted easily there, even though they are rarely seen in big cities. Many local residents enjoy hunting wildlife in the summer. Just going into the mountains a bit will apparently have you come across large animals like moose. I have only seen such animals in photographs, and honestly could not say what the difference is between a reindeer and a moose. However, I was told the difference is very clear when seeing the actual animals. One local Japanese resident told me that once when opening a car door this past summer, this person came face to face with a black bear. This person told me that, under such circumstances, the thing to do is to back away and leave quietly without taking your eyes off the bear. Incredibly, I was told you can even come across a cougar in the mountains. Once while working the US, I visited Yellowstone National Park and found it simply beautiful. Such natural environments which need to be protected in the United States can be approached quite casually in Canada. A three-week summer camping trip on clear waters rowing upstream by canoe. Loading food and tents and spending time fishing. Children are liberated from video games and I was told that their brains are clearly rejuvenated. The adaptability of children is truly something to behold.

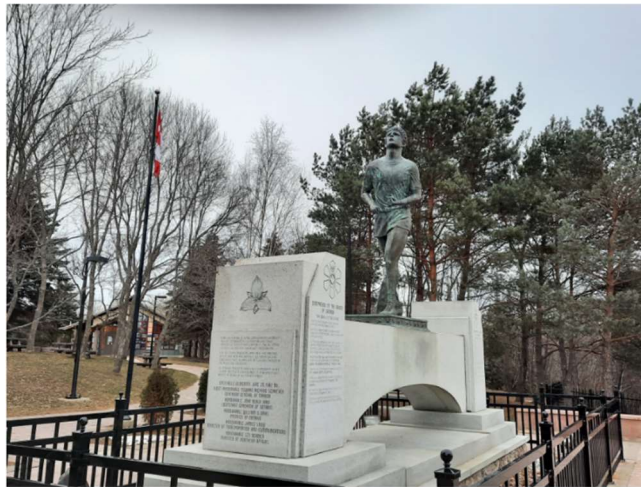


**With the Japanese residents of
Thunder Bay**

On the outskirts of Thunder Bay, overlooking the bay for which the city is named, stands a statue of Terry Fox, a hero who ran across Canada while battling cancer. There is also the Kakabeka Falls nearby, known as the Niagara of the north. When I visited, much of the falls had frozen in ice, and I was treated to a mystical landscape I had never seen before.



The mystical look of the frozen Kakabeka Falls



**The statue of Terry Fox made it easy to imagine
he was still running across Ontario.**

I left Thunder Bay with the hope that exchanges with Gifu City, as well as the vitalization of the local economy, will resume next year.

MEETING DATE 03/28/2022 (mm/dd/yyyy)

SUBJECT Outstanding List for Administrative Services as of March 15, 2022

SUMMARY

Memorandum from City Clerk Krista Power, dated March 15, 2022 providing the Administrative Services Outstanding Items List, for information.

ATTACHMENTS

1. Memo - K. Power - Outstanding List - Administrative Services - March 15, 2022

Memorandum

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

TO: Mayor & Council

FROM: Krista Power, City Clerk

DATE: March 15, 2022

SUBJECT: Outstanding List for Administrative Services as of March 15, 2022
 Committee of the Whole – March 28, 2022

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

Reference Number	Department/Division	Outstanding Item Subject	Resolution Report Back Date – (on or before)	Revised Report Back Date – (on or before)
2009-028-ADM	Corporate Services & Long Term Care / Financial Services	Landfill Gas Generation Project	Apr-12	May-16-2022
2018-009-ADM	City Manager's Office / Corporate Strategic Services	Clean, Green and Beautiful Policy Review	No date included in resolution	Jun-27-2022
2020-049-ADM	City Manager's Office / Office of the City Clerk	Committee Meals	Report back when 75% of Committees are meeting in person	
2021-104-ADM	City Manager's Office / Human Resources & Corporate Safety	Work Life Initiatives - Policy	Jun-27-2022	Aug-22-2022