



AGENDA MATERIAL

COMMITTEE OF THE WHOLE

MEETING DATE: MONDAY, MARCH 29, 2021

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

TIME: 6:30 P.M.



MEETING: Committee of the Whole

DATE: Monday, March 29, 2021

Reference No. COW - 31/52

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

Committee of the Whole - Planning Session

Chair: Councillor A. Ruberto

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - March 29, 2021 - Committee of the Whole **(Page 7)**

WITH RESPECT to the March 29, 2021 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

PRESENTATIONS

Monthly – Citizens of Exceptional Achievement Award

Memorandum from Ms. D. Earle, Deputy City Clerk, dated March 2, 2021 requesting to provide a presentation relative to the Monthly Achievement Awards. **(Pages 8 – 9)**

DEPUTATIONS

Support for the Living Wage Campaign - Lakehead Social Planning Council

Correspondence received from Ms. M. Klassen, Director of Services – Lakehead Social Planning Council, dated February 19, 2021 requesting to appear before Committee to provide a deputation relative to the Living Wage Campaign. **(Pages 10 – 11)**

Support for the CCBC Coast to Coast Bus Coalition

Correspondence received from Mr. K. Wabinski, Kasper Transportation, on March 10, 2021 requesting to appear before Committee to provide a deputation relative to support for the CCBC Coast to Coast Bus Coalition. **(Pages 12 – 29)**

REPORTS OF COMMITTEES

Heritage Advisory Committee Minutes

Minutes of Meeting 01-2021 of the Heritage Advisory Committee held on January 28, 2021, for information. **(Pages 30 – 34)**

Appeals Tribunal (Property Standards) Minutes

Minutes of Meeting 04-2020 of the City of Thunder Bay Appeals Tribunal (Property Standards) held on December 2, 2020, for information. **(Pages 35 – 37)**

REPORTS OF MUNICIPAL OFFICERS

Community Communications Committee - Terms of Reference

Report R 25/2021 (City Manager's Office - Office of the City Clerk) recommending that the Terms of Reference for the Community Communications Committee, as appended to this Report as Attachment A, be approved. **(Pages 38 – 43)**

WITH RESPECT to Report R 25/2021 (City Manager's Office - Office of the City Clerk), we recommend that the Terms of Reference for the Community Communications Committee, as appended to this Report as Attachment A, be approved;

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

50th Anniversary Celebration Steering Committee Dissolution

Report R 26/2021 (City Manager's Office - Corporate Strategic Services) recommending that the 50th Anniversary Celebration Steering Committee, having fulfilled its mandate, be dissolved. **(Pages 44 – 47)**

WITH RESPECT to Report R 26/2021 (City Manager's Office – Corporate Strategic Services) we recommend that the 50th Anniversary Celebration Steering Committee, having satisfied its Terms of Reference and fulfilled its mandate, be dissolved.

Corporate Grant Process and Central Repository

Report R 32/2021 (City Manager's Office) providing an overview of the process for applying to Ontario and Canada for grant funding, for information only. **(Pages 48 – 50)**

PETITIONS AND COMMUNICATIONS

Outdoor Patios/Retail Display and Shared Outdoor Dining for 2021

Memorandum from Ms. L. Zawadzki, Senior Property Agent dated March 5, 2021 containing a motion recommending that Council extend the special “Patio Program” offered in the spring of 2020 for the 2021 patio season to assist local businesses to mitigate COVID-19 financial impacts. **(Pages 51 – 54)**

Pending the passage of the resolution at the Committee of the Whole meeting, the resolution will be presented for ratification at the City Council meeting to be held later in the evening and will require a two-thirds vote.

WITH RESPECT to outdoor restaurant patios/retail display and shared outdoor dining on City owned land and street allowances, we recommend that the City waive all applicable application fees and annual fees for the 2021 patio season which will end October 15;

AND THAT costs for the 2021 program, of approximately \$55,000 be funded from the Land Development Fund;

AND THAT Council waive the enforcement of any Zoning By-law and Site Plan Control Agreement matters relating to outdoor restaurant patios and retail display in private parking lots for the 2021 patio season to allow businesses additional space to meet social distancing guidelines and operate safely during the COVID-19 pandemic, provided that the applicable businesses register the use with the City;

AND THAT all participating businesses accessing City owned land and street allowances be required to enter into the necessary agreements with the City in form and content satisfactory to Administration;

AND THAT the General Manager of Development and Emergency Services be authorized to issue ‘non-objection letters’ as required by the AGCO related to the extension of liquor licences to patio areas;

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

Centennial Botanical Conservatory - Request for Supporting Resolution for Canada Cultural Spaces Fund

Memorandum from Mr. C. Halvorsen, Manager - Parks & Open Spaces, dated March 1, 2021 containing a motion recommending that Administration submit an application to the Canada Cultural Spaces Fund for the Centennial Botanical Conservatory Renewal. **(Pages 55 – 56)**

Pending the passage of the resolution at the Committee of the Whole meeting, the resolution will be presented for ratification at the City Council meeting to be held later in the evening and will require a two-thirds vote.

WITH RESPECT to the Memorandum from Mr. C Halvorsen, Manager – Parks and Opens Spaces dated March 1, 2021, we recommend that Administration submit an application to the Canada Cultural Spaces Fund for the Centennial Botanical Conservatory Renewal;

AND THAT the General Manager of Infrastructure and Operations will be the authorized signing authority for the application;

AND THAT the Mayor and Clerk be authorized to sign all documentation related to this matter;

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

Abandoned Shopping Carts

Memorandum from Councillor Peng You, dated February 8, 2021 containing a motion recommending that Licensing and Enforcement review options available to manage the abandoned shopping carts in the City and provide Council with their recommendation. **(Pages 57 – 58)**

WITH RESPECT to the Memorandum from Councillor Peng You dated February 8, 2021, we recommend that Licensing and Enforcement review options available to manage the abandoned shopping carts in the City and provide Council with their recommendation;

AND THAT Administration report back on or before September 30, 2021;

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

Waterfront Development Committee

Memorandum from Councillor B. McKinnon dated February 18, 2021 containing a motion recommending that Administration report back to Council with respect to any changes that would be necessary to the Terms of Reference for the Waterfront Development Committee to continue their work. **(Pages 59 – 61)**

WITH RESPECT to the reinstatement of the Waterfront Development Committee, we recommend that Administration report back to Council with respect to any changes that would be necessary to the Terms of Reference for the Waterfront Development Committee to continue their work;

AND THAT the City Clerk and General Manager of Development & Emergency Services include in this report the administrative impact and financial considerations;

AND THAT the report be received on or before June 21, 2021;

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

Ontario Big City Mayors Resolution relating to Alcohol Sales

Memorandum from Mayor B. Mauro, dated March 4, 2021 attaching a letter containing a resolution passed by the Ontario Big City Mayors in opposition to an application to the Alcohol & Gaming Commission of Ontario to allow the sale of alcohol in convenience stores in the province, for information only. **(Pages 62 – 65)**

Policy for Legacy Funding Relating to Events

Memorandum from Mr. P. Burke, Sport & Community Development Supervisor, dated March 9, 2021, relative to the Policy for Legacy Funding Relating to Events report. **(Pages 66 – 67)**

Funding Contributions

Memorandum from Ms. K. Lewis, Director - Corporate Strategic Services, dated March 10, 2021 containing a motion relative to allowing the Corporation to enter into service agreements with the not-for-profit organizations leading various strategies. **(Pages 68 – 69)**

Pending the passage of the resolution at the Committee of the Whole meeting, the resolution will be presented for ratification at the City Council meeting to be held later in the evening and will require a two-thirds vote.

WITH RESPECT to the memorandum from Ms. K. Lewis, Director — Corporate Strategic Services, dated March 10, 2021, we recommend that funding contributions in the amount of \$50,000 be provided to the following community-based strategies: Poverty Reduction Strategy (Lakehead Social Planning Council), Thunder Bay Food Strategy (EcoSuperior), Age Friendly (Lakehead Social Planning Council) and \$15,000 for Incident Reporting (Lakehead Social Planning Council) to support coordination of these community-based strategies;

AND THAT representatives of the strategies continue to report back annually on progress in implementing their respective strategy;

AND THAT the Mayor and Clerk be authorized to sign all documentation related to this matter;

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

Tbaytel Board Remuneration

Memorandum from Ms. K. Power, City Clerk, dated March 16, 2021 attaching a memorandum from Mr. J. Jamieson, Chair - Tbaytel Municipal Service Board relating to a remuneration increase for voting members of the Board. **(Pages 70 – 72)**

WITH RESPECT to the Memorandum from Mr. J. Jamieson, Chair – Tbaytel Board of Directors relative to Remuneration for Directors (Voting Members) of the TBayTel Board of Directors, we recommend that the annual stipend for Directors (Voting Members of the Board) be increased from six thousand dollars (\$6,000.00) annually to seven thousand six hundred dollars (\$7,600.00)

annually and that the Chair of the Board of Tbaytel receive an additional annual stipend which will be increased from one thousand eight hundred (\$1,800) annually to two thousand three hundred (\$2,300) annually;

AND THAT in addition to the annual stipend Directors (Voting Members of the Board) receive an increase from two hundred and fifty dollars (\$250.00) to three hundred and twenty dollars (\$320.00) for each EXTRA day of service;

AND THAT furthermore remuneration to the Board of Directors (Voting Members) shall increase by an amount that will not exceed the Canadian cost of living increase on an annual basis;

AND THAT and an amendment to By law 257-2004 be presented to City Council to reflect this change.

Ward & Town Hall Meeting Update

Memorandum from Ms. K. Power, City Clerk, dated March 3, 2021 providing an update relative to the virtual ward meetings held since September 2020, for information. **(Pages 73 – 75)**

2021 Annual Citizens of Exceptional Achievement Banquet Update.

Memorandum from Ms. D. Earle, Deputy City Clerk, dated March 8, 2021 providing an update relative to postponing the 2021 Annual Citizens of Exceptional Achievement Banquet. **(Pages 76 – 77)**

WITH RESPECT to the Memorandum from Ms. D. Earle, Deputy City Clerk dated March 8, 2021, we recommend that the 2021 Annual Citizens of Exceptional Achievement Event Update be postponed from April 20, 2021;

AND THAT the Official Recognition Committee present Council their recommendation of the new date and format for the event at a later date this year;

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

NEW BUSINESS

ADJOURNMENT

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Confirmation of Agenda

SUMMARY

Confirmation of Agenda - March 29, 2021 - Committee of the Whole

RECOMMENDATION

With respect to the March 29, 2021 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Monthly – Citizens of Exceptional Achievement Award

SUMMARY

Memorandum from Ms. D. Earle, Deputy City Clerk, dated March 2, 2021 requesting to provide a presentation relative to the Monthly Achievement Awards.

ATTACHMENTS

1 Memorandum from D. Earle

Memorandum

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

TO: Members of City Council
FROM: Dana Earle, Deputy City Clerk
DATE: March 2, 2021
SUBJECT: Monthly – Citizens of Exceptional Achievement Award
Committee of the Whole – March 29, 2021

Please be advised that the Special Olympics Committee and the following 2020 medal winners will be awarded a certificate for their Achievement at the 2020 Special Olympics Canada Winter Games and will be recognized virtually at the March 29, 2021 Committee of the Whole meeting:

Amy Cizmar	Alpine Skiing: 2 silver and 1 bronze
Carson Smith	Alpine Skiing: 1 silver
Justin Campbell	Nordic Skiing: 1 silver and 1 bronze
Noah Filice	Nordic Skiing: 1 gold, 2 silver
Gabrielle Hannusch	Snowshoeing: 1 gold, 1 silver, 1 bronze
Tyler Rissanen	Snowshoeing: 2 silver
Claire Kachur	Speed Skating: 1 gold
Josh Tomagatick	5-Pin Bowling: 1 gold
Rachel Warren, Jordan Pretchuk, Janice Martinsen, Marco Pauselli & Mykola Cuthbertson	Curling: Silver

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Support for the Living Wage Campaign - Lakehead Social Planning Council

SUMMARY

Correspondence received from Ms. M. Klassen, Director of Services – Lakehead Social Planning Council, dated February 19, 2021 requesting to appear before Committee to provide a deputation relative to the Living Wage Campaign.

ATTACHMENTS

1 Letter from M. Klassen

February 19th, 2021

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

Attention: Dana Earle, Deputy City Clerk
Dana.Earle@thunderbay.ca

Dear Ms. Earle,

Lakehead Social Planning Council in its role as lead agency for the local Poverty Reduction Strategy, currently chaired by Councillor Aldo Ruberto and supported by the City of Thunder Bay, requests a date for a presentation to City Council. In cooperation with the members of the Poverty Reduction Strategy Committee it has been recommended that the local Living Wage Campaign be endorsed by City Council and its subsequent membership accepted as a Living Wage employer. After a meeting with City Manager it was recommended by Norm Gale that this request be presented to City Council.

The presenter will be Bonnie Kryswaty, Social Researcher, Lakehead Social Planning Council and we ask for the presentation to take place on either March 8th or the 15th, 2021.

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

Sincerely,



Marie Klassen
Director of Services, LSPC



A United Way Funded Agency

Community Information and Referral Centre 

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Support for the CCBC Coast to Coast Bus Coalition

SUMMARY

Correspondence received from Mr. K. Wabinski, Kasper Transportation, on March 10, 2021 requesting to appear before Committee to provide a deputation relative to support for the CCBC Coast to Coast Bus Coalition.

ATTACHMENTS

1 Letter and Attachments

Hello,

Please note the following response to Speak to City Council has been submitted at Wednesday March 10th 2021 3:07 PM with reference number 2021-03-10-420.

- **Please state what agenda item you would like to speak about:**
None
- **If you would like to speak to City Council about another topic not associated with an agenda item, please state topic here (if applicable):**
Coast to Coast Bus Coalition Support Letter
- **What are you requesting from Council?**
other:
- **If other:**
Support letter for our proposal to the federal government
- **Have you already been in contact with City Administration in regards to the subject matter of your deputation request?**
Yes
- **If yes, what was the outcome?**
Mayor Bill Mauro
- **Please select the date of the meeting:**
Committee of the Whole - Monday, March 15th
- **First name:**
Kasper
- **Last name:**
Wabinski
- **Email:**
Kasper@gokasper.com
- **Phone:**
(808) 355-1900
- **Organization you represent: (optional)**
Kasper Transportation and CCBC Coast to Coast Bus Coalition
- **Please note the names of the presenters that will be attending with you:**
Kasper Wabninski

CCBC

A COAST TO COAST BUS COALITION



Partnering to ensure safe and affordable transit and transportation services for all people living in remote or rural communities.

2021 Initiatives

Buses Connect: Rural communities and hub centres provide services to a wide array of society, such as young students, elders and seniors, businesses, First Peoples of Canada, and marginalized and low-income individuals. Without buses, it would be challenging to travel and move around Canada freely. Buses can go anywhere the roads lead, with limited restrictions due to storms or inclement weather. They are quick and easy to deploy and adaptable to Canada's evolving population and demographics.



Medical Appointments and Visits



First Peoples of Canada, First Nation, Inuit, and Metis



Time Sensitive Samples: Blood, Water, Medical, Tissue, Mineral



Access to Federal and Provincial Government, Social Services



Travel, Tourism, Entertainment



Shopping and Municipal Services



Education, Training, Knowledge



Mines, Forestry, Manufacturing, Farming



Package and Freight Service



Not for Profit, Social Assisted Clients, Woman Shelters, Treatment Centers, Animal Care, and Others



Work and Employment



Disaster Relief

HUB AND SPOKE TRANSPORTATION SYSTEM

Buses act like spokes on a wheel. Buses connect the rural population to both medium-sized and larger hub centers. A national **Essential Bus Network** will help reconnect communities no longer on the rail network and connect rail passengers to destinations with hub centers that offer rail service. Buses provide the Government of Canada the most affordable way to connect our country and bring essential travel options to all Canadians.





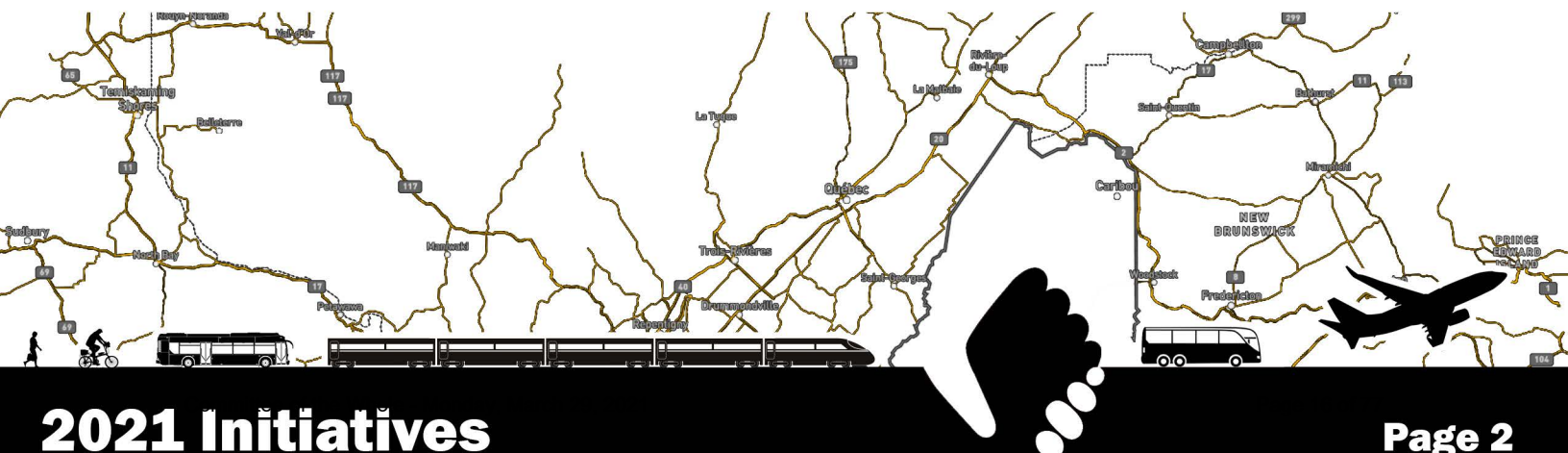
Current Challenge

Since the Government of Canada delegated the responsibility for highway transportation and intercity bus regulation to the provinces in the 1980s, Canada's once strong national network of bus services has suffered successive rounds of route cuts, which culminated in the total collapse of Greyhound Canada service in Western Canada. Under provincial oversight, and with Greyhound dominating the market, Canada's national interest was not a priority. Inconsistent legislation between provinces prevents Canada's bus operators from effectively rebuilding a coast-to-coast, integrated, and connected national bus system and reinstating essential connectivity between all communities. Dependable public transportation, including an **Essential Bus Network**, is just as crucial to Canada's future as any other critical infrastructure. It is therefore imperative that the Government of Canada reassume the role of highway and intercity bus regulation, ensuring seamless interline, inter-provincial, and multi-modal journeys. A **National Highway Transportation Board (NHTB)** would enable the Government of Canada to meet the need for a sustainable, affordable, comfortable, and safe nationwide bus network. The **NHTB** would develop and administer an **Essential Bus Network** in partnership with the motorcoach industry. The Government of Canada often overlooks the contribution and the potential of rural businesses, smaller communities, First Nations, Inuit, and Metis peoples of Canada in the future of the Canadian economy. Under today's provincial oversight of the bus industry, their potential contribution is severely constrained by lack of mobility and connectivity.

“A Connected Canada Coast to Coast Stands Stronger Together”

The National Inquiry Into Missing and Murdered Indigenous Women and Girls:

Greyhound Canada announced in 2018 that it would stop servicing routes along the Highway of Tears and other stops across Canada. Current NDP Minister of Parliament for Skeena- Bulkely Valley, Taylor Bachrach, has argued that the expanded local transit service along the Highway of Tears does not make up for Greyhound's services. Claire Trevena, who served as the British Columbia minister of transportation during the 41st Parliament, said she plans to work with the communities affected by this service disruption to "ensure their transportation needs are met". The MMIWG report recommends that municipalities and First Nations, as appropriate, work with relevant community agencies and police to establish programs at crucial places where women rely heavily on hitchhiking, and incorporate strategies such as the shuttle bus transportation system recommended in the Highway of Tears Report. With a lack of public transportation along that highway to connect more remote communities and First Nations to urban areas, many of those women are forced to rely on hitchhiking, which puts them at risk. Source: www.mmiwg-ffada.ca



Restoring Canada's Intercity Bus Network

The situation for bus operators across Canada is precarious during the COVID-19 pandemic. We are doing our part to urge people to avoid non-essential travel while simultaneously attempting to sustain essential services to their communities. As industry leaders, we are now working to bring together a cross-Canada, coast-to-coast bus coalition to better interline bus connections between regional operators. CCBC plans to close the existing network gaps and proposes that Transport Canada backstop an **Essential Bus Network** to ensure Canadians in rural, northern, and Indigenous communities are never again isolated and stranded without access to safe transportation. This initiative will advance the social and economic objective of providing dependable, effective, and sustainable public transport for all Canadians. This is urgent and due process is indispensable, however, a timely response is critical to saving bus companies from the devastating effects of COVID-19. With the loss of service and benefits identified in this report, Canada will struggle that much longer to bring those companies back. During corporate bankruptcies equipment is sold or liquidated, employees are laid off, and many will change careers, making it hard to get them back quickly, if at all.



Bus



Private Car



Uber/Lyft

Urgent Matter!

The suitable investment is now. **"An ounce of prevention" will pay massive dividends later** **"worth a pound of cure"** and prevent untold social and economic grief to the municipalities and regions affected. Intercity motorcoach service satisfies many of the needs of First Nations, Inuit, and Metis people of Canada, students, tourists, traveling workers, and government employees by connecting small businesses to more significant hubs and reducing the cost of transportation for parcels and freight. CCBC members are ready to act quickly in partnership with Transport Canada and the Government of Canada.

*CCBC membership is open to any bus operators contributing and strengthening the **Essential Bus Network** by adding new routes.*



Major Selling Points

➔ **Indigenous Partnership:** With the support of the Canadian Government in partnership with CCBC and Indigenous leadership, this partnership can improve economic growth by increasing mobility and access to opportunities. By equalizing access to social services and the economy, we will take meaningful steps along the path to reconciliation while improving the quality of life for all Canadians. The results of this national connectivity will benefit the Government of Canada reconciliation efforts. The coalition welcomes the participation of Indigenous-owned bus operators and will seek to create an environment of economic empowerment and inclusion. Together we will address the transportation issues highlighted in the MMIWG final report.

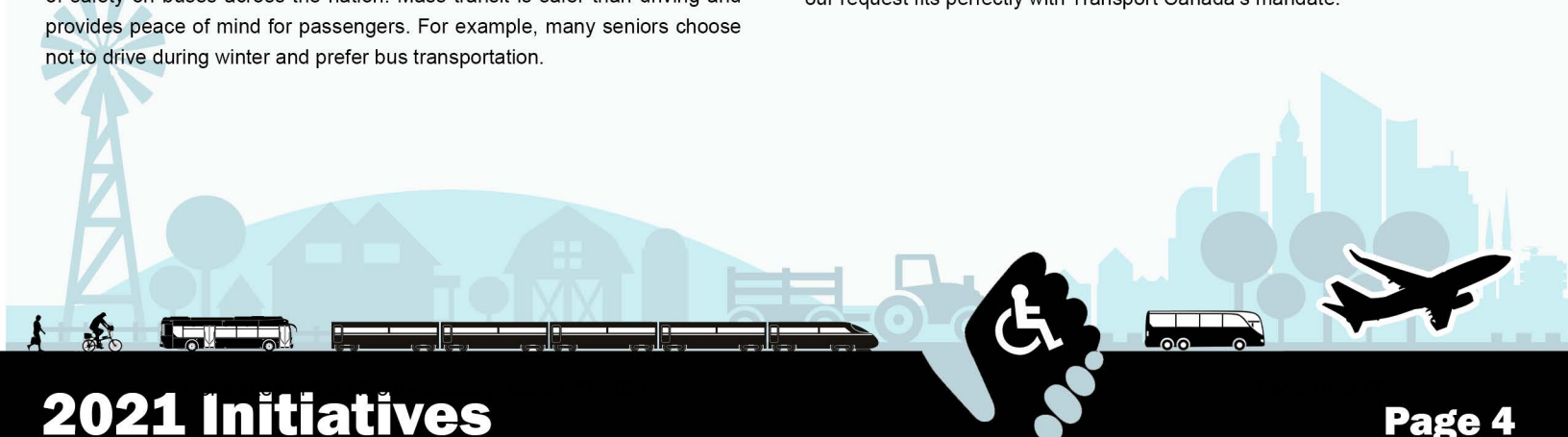
➔ **Safety:** Statistically, by passenger count, buses are safer than flying commercial aircraft. Canadian winters can be very disruptive to aviation, while buses on the other hand can operate until the roads are closed by local authorities. A national safety standard will ensure an equivalent level of safety on buses across the nation. Mass transit is safer than driving and provides peace of mind for passengers. For example, many seniors choose not to drive during winter and prefer bus transportation.



➔ **The Green Economy:** Although an economic driver within the country, we must offer alternatives to personal vehicle transportation. Each motorcoach can remove as many as 55 automobiles from the highway, reducing congestion. Even when not filled to capacity, motorcoaches have the smallest carbon emission factor of any major motorized vehicle, as motorcoaches capture carbon in special filters.

A couple boarding a motorcoach will cut their carbon footprint nearly in half, compared with driving a hybrid car. If they take a motorcoach rather than an airplane, they will cut their emissions by 55 to 75 percent depending on the distance traveled.

➔ **Improving Accessibility:** The EBN aids the removal of barriers to access for travelers with disabilities when using scheduled intercity motorcoach services in Canada. Where financially possible, accessible buses are utilized. With the Government of Canada's investment, we can add accessible transportation to more rural and smaller communities, including First Nation Reserves. Transport Canada is already responsible for monitoring intercity buses for accessibility compliance and taking on our request fits perfectly with Transport Canada's mandate.



Financial Viability and Sustainability

The **Essential Bus Network** will be developed by the **NHTB** working with regional operators to analyze the information from data, history, and current demand to determine the required service level. The service must make financial and operational sense to achieve breakeven or profitability and not be solely driven by politics. The objective is to develop as many financially viable routes that have long-term sustainability. The following key criteria will be used for optimizing routes to ensure financial viability and sustainability:

- Bus (seating capacity)
- Required frequency
- Best positioned CCBC carrier to operate the route
- Cost structure/consumer pricing
- Stops and locations
- Marketing strategy and budget

CCBC Invites Advisory Board Members from:

- Minister or Deputy Minister, Transportation - Canada
- Minister or Deputy Minister, Finance - Canada
- Minister or Deputy Minister or Executive Director, Transportation - Provinces
- Motor Coach Operators, Founding Companies
- Provincial and community leaders, stakeholders, consumers, and transportation advocates



Telecommunications Act of 1993

The CNCP Telecommunications (Canadian National-Canadian Pacific Telecommunications) decision confirmed that all telephone companies whose networks were interconnected with the Trans-Canada telephone network were subject to exclusive federal jurisdiction, and not provincial legislation. After several years of preparation and review, Parliament passed the Telecommunications Act in 1993. **Based on this same legal argument, all bus companies that interconnect with the Trans-Canada Highway and travel inter-provincially should also be subjected to exclusive federal jurisdiction.**

“An ounce of prevention is worth a pound of cure”

An **Essential Bus Network** is the best option for the Government of Canada to reconnect our country with a safe, secure, and affordable transportation system. The Government of Canada must understand the importance of buses for seniors retiring in rural communities and the urban flight to rural areas due to COVID-19. Busing is essential for rural communities to attract residents, particularly seniors who often do not drive.



Quick Note Sheet:

"For every dollar invested in intercity buses, 3 dollars return into the economy."

Extrapolated – American Public Transportation Association (APTA) – Public Transportation Facts

COVID-19: 92% of motorcoach operators experienced a drop in revenue between 75% – 100% in 2020.

Canada's Bus Fleet Size:

- 4000 coach buses operated in Canada in 2019.
- 2500 medium size buses operated in Canada in 2019.
- 350 Intercity Coaches serviced Canadian routes in 2018.

Job Creation:

An estimated 1000-2000 employees could be added as the result of the Essential Bus Network, and these jobs would support 6000 people.

Government Investment:

To be determined based on the best operating options for the Essential Bus Network.

Service Range:

With strong investment within the first 3 years, CCBC members can service up to 1,200 communities from Vancouver Island to the Maritimes and beyond by using a network of more than 100 facilities and 690 agencies.

Interlining with:



Industry Facts:

- ➔ 1,242 companies operate across Canada employing 109,834 full-time jobs.
- ➔ During the first ten years of the new millennium, transit ridership increased 40% among 16-34 year olds.
- ➔ 77% of voters support investment in bus transportation infrastructure.
- ➔ Reducing the number of mostly-idle second cars will save \$10,000 per year.
- ➔ Residential property is an average of 42% more valuable if located near high-frequency transit service, which means cities reap greater tax revenues.

Essential Bus Network Performance Predictions:

Based on Greyhound Canada 2015 (on-line reporting)

- \$490 million in revenue annually (converted to 2020)
- 8 million tickets sold annually
- 5 year anticipated build up phase
- 15 years anticipated to 90% self sustainability

CCBC and EBN connect with Rail

The NHTB would administer the Essential Bus Network and applications from communities requesting subsidized bus service to connect to the national bus and rail network.

The Time to Act Is Now!

The Ask:

- 1** **Coast to Coast Bus Coalition** to sign a Memorandum of Understanding with Transport Canada or the Government of Canada to begin the next step towards a long-term solution for busing, with a mandate to ensure connectivity across Canada for over-the-road busing services.
- 2** A Phase One investment of approximately +/- \$150,000 to provide seed funding for **CCBC** to quickly organize, develop a feasibility study, prepare a business plan, and draft any government recommendations.
- 3** The Government of Canada to establish an initial budget for the **NHTB** with federal representation and invite vetted stakeholders in the development of a **National Essential Transportation System Strategy** and an **Essential Bus Network** program.





Contacts for CCBC Members

The Wilson Group

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Victoria, British Columbia
V8Z 4B6 Canada

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Pacific Western Group of Companies

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T2E 6L3 Canada

John Stepovy, Director
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Kasper Transportation

E-947 Memorial Avenue
Thunder Bay, Ontario
P7B 4A1 Canada

Kasper Wabinski, President & CEO
Direct: 1.807.355.1900
kasper@gokasper.com

Coach Atlantic Maritime Bus

6575 Bayne Street
Halifax, Nova Scotia
B3K 2V6 Canada

Mike Cassidy, Founder
Direct: 1.902.393.0139
mike@cassidygroup.ca

Important Partners:

The **CCBC** is advocating on behalf of all intercity bus operators and will encourage local indigenous, rural, remote, and urban transportation providers across Canada to connect to the **Essential Bus Network**. A coast-to-coast bus network's long-term sustainability will depend on long-distance mainline service providers and local bus and shuttle operators making seamless connections. We urge the Government of Canada to consider the prospective network in its entirety while evaluating the opportunity to connect Canada. The **Canada's Privately Operated Intercity Coach/Bus Network** map is located on the last page.



CCBC SIGNATORIES

Founding signatories of this **Coast to Coast Bus Coalition** proposal 2021, hereby declare full endorsement of this document and stand behind the **CCBC** in its efforts of working with the Government of Canada in creating and enacting the **National Essential Transportation System Strategy** and **Essential Bus Network**. Together, they will work with the **CCBC** on administration and operation of this vital national transportation system. All founding members commit to act in good faith with the **CCBC** in the best interest of all Canadians.



Signed this on the 19th day of February 2021

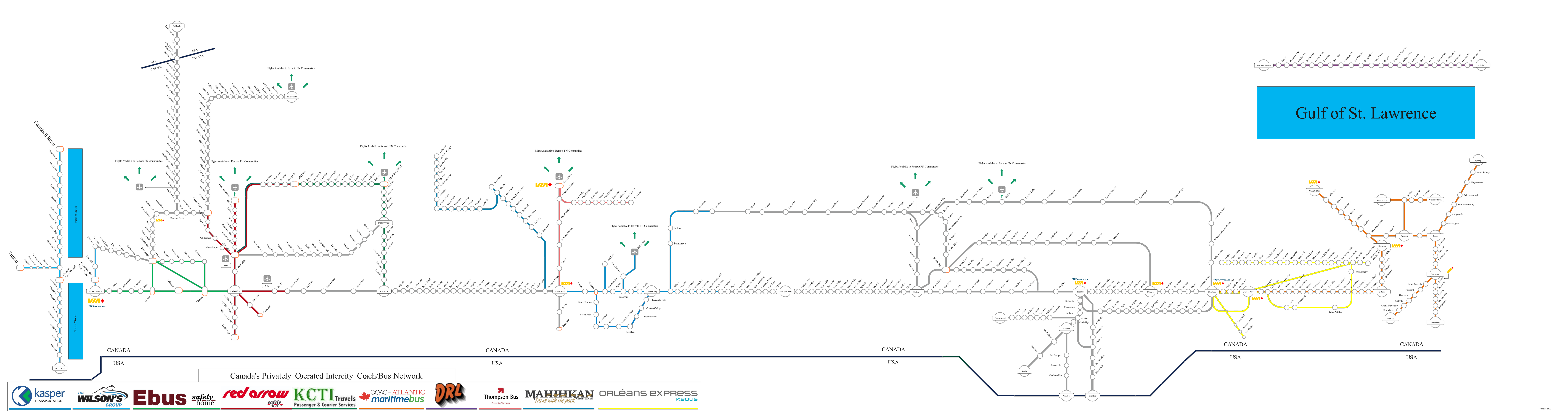
John Wilson, CEO, The Wilson Group

**Tom Jezersek, President and COO,
Pacific Western Group of Companies**

Kasper Wabinski, CEO, Kasper Transportation

Mike Cassidy, Founder, Coach Atlantic Maritime Bus





Gulf of St. Lawrence



The Honourable Omar Alghabra PC, MP
Minister of Transport
330 Sparks Street
Ottawa, Ontario K1A 0N5
Email: TC.MinisterofTransport-MinistredesTransports.TC@tc.gc.ca

March 1, 2021

Support for the Coast-to-Coast Bus Coalition

Dear Minister,

Transport Action Canada welcomes and supports the recommendations of the *Coast-to-Coast Bus Coalition*. We commend leaders in the motorcoach industry for their efforts to preserve essential services throughout the difficulties of the past year, and for rising to the challenge of preparing for an inclusive and robust recovery by envisioning the revival of a comprehensive network of bus services and connections with VIA Rail passenger train services, which leaves no Canadian behind.

Mobility poverty is the root of many thorny public policy challenges. Access to healthcare has been one of the most critical uses of the public transport network over the past year. It also connects students to colleges and universities. Where regional public transport exists, it connects people with new job opportunities, and ensures employers have access to more potential employees, attracting investment that would not otherwise flow and creating more opportunities for young people to thrive in their home communities.

Where public transport is absent, it is not just opportunities that are lost. Following the publication of *Reclaiming Power and Place: The Final Report of the National Inquiry into Missing and Murdered Indigenous Women and Girls*, our federal government has an undeniable moral imperative to swiftly restore an essential network of safe mobility that reaches all communities, large and small, from coast to coast to coast.

Sustainable public transport is also key to tackling the climate crisis. Federal reassumption of regulatory stewardship can ensure the financial sustainability needed for service providers to confidently invest in modern, efficient, accessible, and robustly winterized vehicles, while ensuring end-to-end connectivity in a single fare transaction, creating an attractive alternative to less sustainable modes of transport.

An integrated common-carrier package service network would support small business and reduce the cost of living, particularly in rural and remote communities. It could also be leveraged to reduce duplication of economic and environmental costs for CanadaPost and other courier services.

For too long, the costs imposed on other levels of government and on Canadians of public transport network cuts have been underestimated. The loss of a motorcoach route may leave many citizens paying hundreds of dollars for taxi rides to reach medical appointments, requiring days of volunteer driver effort, or require single-passenger shuttle services to be provided from the health budget instead. We have also seen other arms of government establishing limited services for specific clientele, to meet



their policy objectives in areas like education or employment. The resulting fragmented and escalated costs all come from the same pockets in the end.

Provincial and municipal governments in select areas of the country have made significant and welcome investments in regional transit, but this service coverage is patchy. These systems are not yet coherently connected, limiting ridership opportunities and package service, thus failing to maximize their social and economic productivity while foregoing revenues that could sharply reduce the required subsidy. Federal stewardship of a cross-Canada public transport network will significantly enhance the outcomes achieved by such investments.

As the motorcoach industry's proposal shows, solving the mobility poverty problem across Canada need not be expensive, nor need it take long to implement. It just requires the realization that, in terms of total return on tax dollars invested, reconnecting all Canadians through an integrated cross-Canada bus and rail network would be a very efficient use of taxpayers' money. We urge the Government of Canada to embrace this opportunity to launch a *National Essential Transportation System Strategy* and to advance the seed funding requested. The motorcoach industry and VIA Rail are ready to deliver.

Sincerely,

T.W. Johnson

Terence Johnson
President, Transport Action Canada



PUBLIC INTEREST ADVOCACY CENTRE
LE CENTRE POUR LA DÉFENSE DE L'INTÉRÊT PUBLIC

285 McLeod Street, Suite 200, Ottawa, ON K2P 1A1

25 February 2021

Coast to Coast Bus Coalition
c/o Kasper Transportation
E-947 Memorial Avenue
Thunder Bay, Ontario
P7B 4A1

Attention: Kasper Wabinski , President & CEO

VIA email to: kasper@gokasper.com

Dear Mr. Wabinski,

Re: *Essential Bus Network Proposal*
Letter of Support of the Public Interest Advocacy Centre (PIAC)

The Public Interest Advocacy Centre (PIAC) is writing the Coast to Coast Bus Coalition (CCBC) to express its qualified support for the CCBC's proposed "Essential Bus Network".

PIAC is a national, non-profit organization and registered charity that provides legal and research services on behalf of consumer interests, and, in particular, vulnerable consumer interests, concerning the provision of important public services.

PIAC has been active in transportation issues at the federal level, largely in relation to passenger air travel and rail services. However, PIAC has noted with alarm public reports of the recent collapse of cross-Canada bus service and we have received complaints about this development directly from the public.

The CCBC noted in the Essential Bus Network materials you have provided to PIAC that:

Dependable public transportation , including an Essential Bus Network , is just as crucial to Canada's future as any other critical infrastructure. It is therefore imperative that the Government of Canada reassume the role of highway and intercity bus regulation, ensuring seamless interline, inter-provincial, and multi-modal journeys.

We agree that bus transportation is an integral part of Canada's transportation network and that it is indeed imperative to ensure bus transportation's place in this system.

We note CCBC's proposal, therefore, that the federal government create a National Highway Transportation Board (NHTB) to "develop and administer an Essential Bus Network in partnership with the motorcoach industry." We must qualify our support of the Essential Bus Network proposal in that it is PIAC's understanding that the Canada Transportation Agency does not interpret the *Canada*

Transportation Act to actively regulate interprovincial bus services (except as to barriers to disabled Canadians' access to transportation) although there is caselaw to support a wider interpretation of federal constitutional competence in this area. While we support an increased scope of federal involvement in interprovincial bus transportation, we have researched enough recent Supreme Court constitutional law to caution the CCBC that the NHTB proposal would be more likely to lead to progress if the CCBC were to consider alternate federal-provincial cooperation models, rather than imposition of a new federal regulator alone. One which seems to have stood the test of time, and which appears to work for both provincial regulators (who will undoubtedly seek to continue to regulate intra-provincial bus travel) as well as federal goals, are the various marketing board structures. We believe it may be promising to attempt to adapt such a model to interprovincial bus transportation.

We also assume that the CCBC would remain an open coalition, ready to accept new members and would not set prices directly for services unless there were a rate regulation authority, as these activities may fall afoul of the *Competition Act*. We therefore encourage you to engage with the Competition Bureau at your earliest convenience to discuss this proposal.

That said, we are fully supportive of the main goal of the CCBC's ambitious Essential Bus Network Proposal as we believe it will be in the public interest to increase bus transportation in Canada and that a solution to the lack of such service is an urgent issue for Canadians.

Should you wish to discuss developments regarding your proposal I would be pleased to speak with you at any time. Please feel free to share this letter with anyone regarding your proposal.

Sincerely,

A handwritten signature in black ink, appearing to be 'John Lawford', written in a cursive style.

John Lawford,
Executive Director and General Counsel

The Hon. Omar Alhabra Minister of Transport Canada
The Hon. Caroline Mulroney Minister of Transportation
The Hon. Greg Rickford Minister of Energy, Northern Development and Mines, and Indigenous Affairs
CC The Hon. Patty Hajdu MP Thunder Bay-Superior North

Dear Ministers,

Please accept this email as my strong statement of support as MPP for acceptance and analysis of the Coast-to-Coast Bus Coalition (CCBC) proposal as put forward here by Kasper Wabinski, Founder/CEO of Kasper Transportation of Thunder Bay. While the proposal is indeed coast-to-coast and congruent with the National Essential Transportation System Strategy, it would also be of tremendous import to bus and transportation services here in Thunder Bay-Superior North, and throughout Northern Ontario.

I will ask for thorough attention to the attached Kasper CCBC plan from the province of Ontario, as I believe the CCBC as presented here could fill in and improve gaps in Ontario bus service, in harmony with Ontario Northland and smaller Northern bus and train services. I will thank Mr. Wabinski for putting together this impressive proposal, and I will respectfully present it to your Ministries, with my support as MPP for Thunder Bay-Superior North.

Yours, sincerely,

Michael Gravelle MPP Thunder Bay-Superior North
Constituency Office 179 S. Algoma St. Thunder Bay, Ontario P7B 3C1
807 345 3647 Fax 807 345 2922
Toll Free 1-888-516-5555
mgravelle.mpp.co@liberal.ola.org

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Heritage Advisory Committee Minutes

SUMMARY

Minutes of Meeting 01-2021 of the Heritage Advisory Committee held on January 28, 2021, for information.

ATTACHMENTS

1 HAC minutes January 28 2021

DATE: THURSDAY, JANUARY 28, 2021 **MEETING NO. 01-2021**

TIME: 5:03 P.M.

PLACE: VIA MS TEAMS

VICE CHAIR: MR. A. COTTER

MEMBERS – ELECTRONIC PARTICIPATION:

Ms. J. Bonazzo
Ms. K. Costa
Mr. A. Cotter, Chair
Mr. N. Duplessis
Ms. D. Pallen
Ms. H. Strobl
Ms. J. Waite
Ms. S. Walker
Mr. D. Yahn, Vice Chair

OFFICIALS – ELECTRONIC PARTICIPATION:

Mr. M. Szybalski, Corporate Records Manager & City Archivist
Ms. L. Lavoie, Committee Coordinator

RESOURCE PERSONS – ELECTRONIC PARTICIPATION:

Ms. L. Abthorpe, Heritage Researcher
Mr. J-L. Charette, Ministry of Heritage, Sport, Tourism and Culture Industries
Ms. L. Costanzo, Supervisor – Cultural Development & Events

GUESTS – ELECTRONIC PARTICIPATION

Councillor R. Johnson

1.0 LAND ACKNOWLEDGEMENT

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

2.0 DISCLOSURES OF INTEREST

Ms. S. Walker declared a conflict relative to items 7.0 Chippewa Park Carousel and 8.0 Vickers Park Cultural Heritage Evaluation as these properties are owned by her employer, the City of Thunder Bay.

3.0 AGENDA APPROVAL

MOVED BY: Ms. D. Pallen
SECONDED BY: Ms. H. Strobl

WITH RESPECT to the January 28, 2021 Heritage Advisory 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

The Minutes of the Heritage Advisory Committee Meeting No. 10-2020 held on December 17, 2020 to be confirmed.

MOVED BY: Mr. N. Duplessis
SECONDED BY: Ms. D. Pallen

THAT the Minutes of Meeting No. 10-2020 held on December 17, 2020 be confirmed.

CARRIED

5.0 GUIDE FOR PROPERTY OWNERS - CHECKLIST

Document entitled Tips for Presenting to the Heritage Advisory Committee, distributed separately with agenda.

Ms. L. Abthorpe, Heritage Researcher, provided an update relative to the above-noted.

The checklist and accompanying Guide for Property Owners brochure will be provided to those scheduled to make a presentation to HAC. Both will also be available on the City of Thunder Bay website. The checklist will provide consistency for HAC meetings and better transparency for the public.

It was the consensus of Committee to approve the checklist. Ms. L. Abthorpe will add it to the City website. The Guide for Property Owners brochure will be added to the website, as well, following review by Mr. M. Szybalski, Corporate Records Manager & City Archivist.

6.0 DOOR OPEN 2020

Document entitled Doors Open Thunder Bay 2020 Event Review and Final Report, dated January 2021.

Ms. L. Abthorpe, Heritage Researcher, provided a PowerPoint presentation entitled Doors Open Thunder Bay 2020 Event Review. The presentation included a review of the following:

- Doors Open sponsors
- Event recap
- Review of digital experience
- Social media
- Advertising
- Event launch
- Media coverage
- Event participation
- Revenue and expenses
- Event comments and reactions
- Lasting legacy – digital content

Ms. L. Abthorpe will provide a presentation to City Council at an upcoming Committee of the Whole meeting.

7.0 CHIPPEWA PARK CAROUSEL

Ms. S. Walker, having disclosed a conflict of interest, refrained from discussion relative to Chippewa Park Carousel.

Ms. J. Bonazzo provided an update on activities of the Carousel Restoration Committee, including the following:

- Work on the building to house the carousel is ongoing.
- Fundraising is ongoing, but slow due to Covid-19.
- Fundraising includes the sale of carousel merchandise at Thunder Bay Country Market, online art auction, online trivia night, and an online donor campaign.
- Some work is on hold due to the pandemic, such as jewels that are coming from Quebec and painting by high school students who are currently not attending school in-person, full time.
- Some painting is on schedule, such as the decorative dragons.
- Re-Opening has been postponed to 2022 due to delays.
- A committee has been struck to develop an Interpretation Plan.

It was noted that since the Carousel re-opening will take place in 2022, it could be considered as a venue for Doors Open Thunder Bay 2022.

8.0 VICKERS PARK CULTURAL HERITAGE EVALUATION REPORT

Ms. S. Walker, having disclosed a conflict of interest, refrained from discussion relative to Vickers Park cultural heritage evaluation.

Ms. L. Abthorpe, Heritage Researcher provided an update relative to the above-noted.

A Vickers Park cultural evaluation has been completed by Mr. A. Cotter and Ms. K. Costa. Ms. L. Abthorpe compiled background and historical information into an evaluation report. Mr. D. Yahn and Mr. M. Szybalski, Corporate Records Manager & City Archivist are reviewing the report. Following their review, the report will be presented to the Committee.

9.0 HERITAGE RESEARCHER UPDATE

Ms. L. Abthorpe, Heritage Researcher provided an update, including the following:

- Release of Wander, the walking tour app, was originally planned for 2020, but has been delayed to late May 2021, during Tourism Week. The app includes six walking tours, including a public art tour. Users can also scroll through the tours and read about the buildings without walking. Members of HAC were invited to help test the app.
- The February Walleye article, written by Mr. N. Duplessis, features the Mount Baldy Ski Chalet.
- The March Walleye article will feature Ukrainian Catholic Church of the Transfiguration.

10.0 GOALS

There was discussion relative to Committee goals. The Chair, Mr. A. Cotter asked for volunteers to form a subcommittee to establish a focused list of goals for 2021 and beyond. The Strategic Plan Subcommittee will include Mr. A. Cotter, Ms. J. Bonazzo, Mr. N. Duplessis, Ms. S. Walker, Mr. D. Yahn and Ms. L. Abthorpe, Heritage Researcher.

11.0 NEW BUSINESS

12.0 NEXT MEETING DATE

The next meeting is scheduled for Thursday, February 25, 2021 at 5:00 p.m. via MS Teams.

13.0 ADJOURNMENT

The meeting was adjourned at 6:32 p.m.



MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Appeals Tribunal (Property Standards) Minutes

SUMMARY

Minutes of Meeting 04-2020 of the City of Thunder Bay Appeals Tribunal (Property Standards) held on December 2, 2020, for information.

ATTACHMENTS

1 Minutes - Appeals Tribunal - December 2, 2020 - 04-2020

DATE: DECEMBER 2, 2020

HEARING NO.: 04-2020

TIME: 11:33 A.M.

PLACE: S. H. BLAKE MEMORIAL AUDITORIUM,
3RD FLOOR CITY HALL

CHAIR: MR. TIM GROULX

PRESENT:

Mr. Tim Groulx
Ms. Melanie Mayhew-Hammond
Mr. Andreas Petersen
Mr. Richard Togman

OFFICIALS:

Ms. Dana Earle, Deputy City Clerk
Ms. Katie Piché, Committee Coordinator
Ms. Francie O'Brien, Licensing & Enforcement Officer

APPELLANT:

Ms. Valerie Wigwas
Mr. Robert B. Little (on behalf of appellant)

DISCLOSURES OF INTEREST

There were no disclosures announced at this time.

INTRODUCTION

Ms. D. Earle, Deputy City Clerk provided an overview relative to the Property Standards appeal process.

The purpose of the hearing was to review the order on the property known municipally as 36 Junot Avenue South, Plan M37, Lot 18, Thunder Bay, Ontario as adopted by By-law 066-2008, and the Building Code Act, S.O. 1992, c.23, for the maintenance and occupancy of property in the City of Thunder Bay. All of the work was to be completed by November 30, 2020.

Ms. V. Wigwas was appealing the order and requesting an extension to the completion date originally set at November 30, 2020.

OPENING STATEMENTS

The City of Thunder Bay was represented by Ms. F. O'Brien, Licensing and Enforcement Officer. Ms. F. O'Brien provided an overview of the steps taken to date relative to the above noted property and

provided photographs of the site under review. These pictures will be kept on file in the Licensing & Enforcement Department as well as the City Clerk's Office.

Mr. R. B. Little, on behalf of the appellant, detailed the reasons for this appeal.

The Chair asked the Committee for their comments, feedback and if they had any questions or concerns relative to this order.

Mr. R. B. Little responded to questions from the Committee.

Ms. F. O'Brien responded to questions from the appellant and the Committee.

DECISION

It was consensus of the Committee that Item #1 of the Property Standards Order be confirmed. It states that a Professional's Report is to be undertaken to determine the structural condition and adequacy of the building. The Report is to include details of the findings of the examination and details of remedial work recommended by the Professional. All deficiencies as listed in the Professional's Report are to be repaired. (Appropriate Building Permit is required.) This item was to be completed by November 30, 2020.

It was consensus of the Committee that Item #2 of the Property Standards Order be confirmed. It states that the appellant is to repair/replace roof shingles, and the roof drainage system (eave trough and rain water piping). This item was to be completed by November 30, 2020.

It was consensus of the Committee that Item #3 of the Property Standards Order be confirmed. It states that the appellant is to repair/replace the boarded/broken windows and the boarded door on the dwelling. This item was to be completed by November 30, 2020.

Ms. V. Wigwas will receive a letter via registered mail with the details of the order.

ADJOURNMENT

The meeting adjourned at 12:12 p.m.

Corporate Report

DEPARTMENT/ DIVISION	City Manager's Office - Office of the City Clerk	REPORT NO.	R 25/2021
DATE PREPARED	03/08/2021	FILE NO.	
MEETING DATE	03/29/2021 (mm/dd/yyyy)		
SUBJECT	Community Communications Committee - Terms of Reference		

RECOMMENDATION

WITH RESPECT to Report R 25/2021 (City Manager's Office - Office of the City Clerk), we recommend that the Terms of Reference for the Community Communications Committee, as appended to this Report as Attachment A, be approved;

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

EXECUTIVE SUMMARY

The Terms of Reference set out the key objectives of and the scope of work for the Community Communications Committee.

At the Wednesday, March 3, 2021 meeting of the Community Communications Committee, the proposed revisions to the Terms of Reference were approved for presentation to Committee of the Whole.

The Community Communications Committee is recommending that the previous Terms of Reference, as set out in Report R 56/2019 (City Manager's Office - Office of the City Clerk) and appended to this Report as Attachment B, be replaced by those appended to this Report as Attachment A.

DISCUSSION

Committees of Council are required to review their Terms of Reference annually and update as necessary. At the Community Communications Committee meeting on Wednesday, March 3, 2021 the Terms of Reference were reviewed.

At the March 3, 2021 meeting, there was discussion relative to Committee composition. Prior to the addition of two Citizen Appointees in 2019, the Committee was comprised of four Council Appointees, only. It was the consensus of Committee that the addition of two Citizen Appointees in 2019 allows for potential reduction of the number of Council Appointees. A resolution was passed to amend the Committee Terms of Reference by reducing the number of

Council Appointees from four to three and the number of voting members from six to five. The number of Citizen Appointees shall remain at two.

Minor changes were also made to the language of the contact section. The revised language removes a specific name and email address, and changes the title Committee Coordinator to Council & Committee Clerk.

FINANCIAL IMPLICATION

There are no financial implications associated with this report.

CONCLUSION

It is concluded that the Terms of Reference of the Community Communications Committee have been appropriately revised by the Committee and should be approved.

BACKGROUND

Following the work of the Ad Hoc Committee on Community Communications, established in 2004, City Council accepted a recommendation to establish an advisory committee on communications.

The Community Communications Committee is recommending that the previous Terms of Reference, as set out in Report R 56/2019 (City Manager's Office - Office of the City Clerk) and appended to this Report as Attachment B, be replaced by those appended to this Report as Attachment A.

REFERENCE MATERIAL ATTACHED

Attachment A – Proposed Community Communications Committee – Terms of Reference
Attachment B – Current Community Communications Committee – Terms of Reference

PREPARED BY: MS. L. LAVOIE, COUNCIL & COMMITTEE CLERK

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER) NORM GALE, CITY MANAGER	DATE: March 10, 2021
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TERMS OF REFERENCE
COMMUNITY COMMUNICATIONS COMMITTEE
(Updated March 8, 2021)

Name of Committee:

Community Communications Committee

Background:

Following the work of the Ad Hoc Committee on Community Communications, established in 2004, City Council accepted a recommendation to establish an advisory committee on communications.

Objectives:

1. To review, with input from Administration, the Corporate external communication policies, strategies for major initiatives, programs and tools, including the web site.
2. To provide input into the development of a Community Communications Plan for the term of Council, for Council's consideration.
3. To work with Members of Administration in establishing criteria by which the success of the community plan may be assessed. Such criteria may include costs of production and distribution, and response by the community.
4. To provide Council's input into the Reports to Citizens through discussions with Administration, on the development of plans for the Report, its general content, purpose and design.
5. To submit through its minutes and such reports as are deemed necessary ongoing information and recommendations to Committee of the Whole on these matters.

Resources and Finances:

All expenditures proposed by the Committee shall first be approved by City Council. Any financial requirement should be identified when possible prior to the approval of the annual operating budget by Council and included in the Corporate Strategic Services or Council Initiatives budgets, as appropriate. The Committee will be supported by City Administration through the Corporate Strategic Services Division, with general clerical support being provided by the Office of the City Clerk.

Membership and Responsibilities:

The Committee will be comprised of the following five (5) voting members, to be appointed for the term of Council:

- Three (3) Council Appointees
- Two (2) Citizen Appointees

And such non-voting members of Administration as the City Manager deems necessary.

Preference will be given for Citizen Appointees who bring diversity to the Committee.

Other Members of Council or Administration, may attend and participate with the permission of the Chair, in discussions and debates on matters before the Committee, and provide information, advice and assistance to the Committee, but shall not vote at the meeting.

Voting on motions and questions before the Committee shall be in accordance with the procedural rules of Council. The Committee Chair and Vice-Chair will be selected annually from within the voting Committee members.

The City Clerk will act as Clerk to the Committee, and will provide administrative support including co-ordinating the distribution of agendas and minutes, correspondence to and on behalf of members, and booking of meeting rooms etc.

Governance:

The Committee reports to City Council through the Office of the City Clerk.

A quorum of members present to conduct business at a Community Communications meeting is a simple majority of filled voting member positions. Each of the five appointed voting members is entitled to one vote at Committee meetings.

The Committee's terms of Reference will be reviewed annually and, if changes are made, returned to Council for approval.

Timelines:

The Committee will meet on a bimonthly basis in accordance with the calendar of meeting dates for the year, or at the call of the Chair. The calendar of meeting dates shall be approved by Committee on an annual basis.

This is an on-going Committee.

Contact:

Director – Corporate Strategic Services
Phone: (807) 625-3859

Or

Council & Committee Clerk – Office of the City Clerk
Phone: (807) 625-2230

TERMS OF REFERENCE
COMMUNITY COMMUNICATIONS COMMITTEE
(Updated April 11, 2019)

Name of Committee:

Community Communications Committee

Background:

Following the work of the Ad Hoc Committee on Community Communications, established in 2004, City Council accepted a recommendation to establish an advisory committee on communications.

Objectives:

1. To review, with input from Administration, the Corporate external communication policies, strategies for major initiatives, programs and tools, including the web site.
2. To provide input into the development of a Community Communications Plan for the term of Council, for Council's consideration.
3. To work with Members of Administration in establishing criteria by which the success of the community plan may be assessed. Such criteria may include costs of production and distribution, and response by the community.
4. To provide Council's input into the Reports to Citizens through discussions with Administration, on the development of plans for the Report, its general content, purpose and design.
5. To submit through its minutes and such reports as are deemed necessary ongoing information and recommendations to Committee of the Whole on these matters.

Resources and Finances:

All expenditures proposed by the Committee shall first be approved by City Council. Any financial requirement should be identified when possible prior to the approval of the annual operating budget by Council and included in the Corporate Strategic Services or Council Initiatives budgets, as appropriate. The Committee will be supported by City Administration through the Corporate Strategic Services Division, with general clerical support being provided by the Office of the City Clerk.

Membership and Responsibilities:

The Committee will be comprised of the following six (6) voting members, to be appointed for the term of Council:

- Four (4) Council Appointees
- Two (2) Citizen Appointees

And such non-voting members of Administration as the City Manager deems necessary.

Preference will be given for Citizen Appointees who bring diversity to the Committee.

Other Members of Council or Administration, may attend and participate with the permission of the Chair, in discussions and debates on matters before the Committee, and provide information, advice and assistance to the Committee, but shall not vote at the meeting.

Voting on motions and questions before the Committee shall be in accordance with the procedural rules of Council. The Committee Chair and Vice-Chair will be selected annually from within the voting Committee members.

The City Clerk will act as Clerk to the Committee, and will provide administrative support including co-ordinating the distribution of agendas and minutes, correspondence to and on behalf of members, and booking of meeting rooms etc.

Governance:

The Committee reports to City Council through the Office of the City Clerk.

A quorum of members present to conduct business at a Community Communications meeting is a simple majority of filled voting member positions.. Each of the six appointed voting members is entitled to one vote at Committee meetings.

The Committee's terms of Reference will be reviewed annually and, if changes are made, returned to Council for approval.

Timelines:

The Committee will meet on a bimonthly basis in accordance with the calendar of meeting dates for the year, or at the call of the Chair. The calendar of meeting dates shall be approved by Committee on an annual basis.

This is an on-going Committee.

Contact:

Ms. K. Lewis, Director – Corporate Strategic Services

Email: klewis@thunderbay.ca

Phone: (807) 625-3859

Or

Committee Coordinator – Office of the City Clerk

Phone: (807) 625-2230

Corporate Report

DEPARTMENT/ DIVISION	City Manager's Office - Corporate Strategic Services	REPORT NO.	R 26/2021
DATE PREPARED	03/09/2021	FILE NO.	
MEETING DATE	03/29/2021 (mm/dd/yyyy)		
SUBJECT	50th Anniversary Celebration Steering Committee Dissolution		

RECOMMENDATION

WITH RESPECT to Report R 26/2021 (City Manager's Office – Corporate Strategic Services) we recommend that the 50th Anniversary Celebration Steering Committee, having satisfied its Terms of Reference and fulfilled its mandate, be dissolved.

EXECUTIVE SUMMARY

Despite the challenges COVID-19 presented in 2020, the 50th Anniversary Committee remained flexible in terms of identifying and acting on initiatives they could deliver, including branding, street banners, in person events on January 1, 2020, virtual events throughout the year, a civic timeline in City Hall, a time capsule and a commemorative video all of which are memorialized on the City's website for visitors to enjoy: www.thunderbay.ca/50.

The Committee held its last meeting on February 26, 2021, concluded that it had fulfilled its mandate, and agreed by consensus to recommend that Council dissolve the Committee.

DISCUSSION

At the September 24, 2018 Committee of the Whole meeting, City Council established the 50th Anniversary Celebration Steering Committee as a Special Purpose Committee to support the planning and implementation of activities, programs and events in celebration of the City of Thunder Bay's 50th Anniversary of Amalgamation.

The Committee Terms of Reference, presented and approved at the June 24, 2019 Committee of the Whole meeting outlined objectives and deliverables, as follows:

1. Develop a 50th Anniversary Celebration Plan to recommend to City Council.
2. Liaise with Committees of Council and City Departments to maximize the impact of 50th Anniversary celebrations with as much existing budget as practical and a plan for enhancements.

3. Plan and coordinate signature events, activities, pageantry and communications aimed at generating pride in the events of the past half century and fostering enthusiasm for the future.
4. Engage the community to support the work of the Committee.
5. Present minutes to Committee of the Whole for approval.
6. Prepare and submit a final report to City Council.

Chaired by Councillor S. Ch'ng, the Committee included representatives from Thunder Bay Chamber of Commerce, Northwestern Ontario Sports Hall of Fame, Thunder Bay Historical Museum, Thunder Bay Public Library, Clean, Green and Beautiful Committee, Sister Cities Committee and Official Recognition Committee, along with community representatives and City officials.

Despite the challenges COVID-19 presented in 2020, the 50th Anniversary Committee remained flexible in terms of identifying and acting on initiatives they could deliver, including a commemorative video that was presented to Council at the March 1, 2021 Committee of the Whole meeting. The video highlighted the shared history of Thunder Bay from amalgamation in 1970 to the present day.

The anniversary year began with a pancake breakfast at the O'Kelly VC Armoury on January 1, 2020 including a visit from the Lieutenant Governor of Ontario, The Honourable Elizabeth Dowdeswell, who spent New Year's Eve and New Year's Day in the city. She helped open the time capsule created in 1995 in celebration of the city's 25th anniversary and attended a community skating party at Fort William Gardens in addition to visiting city facilities and visiting with residents at Pioneer Ridge Long Term Care.

50th Anniversary branding was developed and widely disseminated throughout the community in City materials, publications and made available for use by partners and the private sector.

Other notable events and initiatives that took place in 2020 include:

- Civic timeline display installed in lobby of City Hall (which will remain in place in 2021)
- Bi-monthly column in The Walleye that featured a look back over the decades since 1970
- Weekly radio segments called Superior Stories with Acadia Broadcasting
- Street light banners installed throughout the city and on the sides of City Hall
- City events with 50th theme, including SnowDay, Winter FunDays, Neighbour Day, Doors Open, and a Women in History Exhibit
- 50th Anniversary grant program
- Digital Walking Tour app to be launched in Spring 2021
- 50th Anniversary Commemorative Art Bus
- Commemorative video
- 50th Anniversary website which remains available at www.thunderbay.ca/50

50th anniversary grants were introduced and administered as part of the 2020 Community, Youth & Cultural Funding Program. Community organizations and individual artists were provided an opportunity for funding projects that featured the City's 50th anniversary theme. Funded projects

included the Superior Theatre Festival's "undercurrents" project celebrating local dancers and musicians, as well as the Thunder Bay Symphony Orchestra and Thunder Bay Public Library's collaboration on a commissioned 50th anniversary piece.

Over the course of the year, thousands of citizens engaged in celebrating the 50th Anniversary.

The 50th Anniversary received extensive media coverage, social media presence, and the webpage was viewed 8,269 times since its creation in late 2019 through to present day.

Following are summaries of participation in enhanced 50th themed events:

Snowday on the Waterfront 2020, Feb 16-17, 2020

7500 plus attendees

Website visits 3460

50th anniversary elements:

- Ice TBay sign photo up
- Ice slide
- Snow sculpture theme
- Additional day added to the event

Winter Fundays 2020, Dec 23, 2019 to March 2020

Overall 3420 attendees

50th anniversary elements:

- Learn the lyrics to the 1969 Amalgamation song
- Create your own comic book art about the City's amalgamation

Website views 5376

Canada Day – virtual event

1350 devices connected to watch the live stream (estimate two persons for device bringing the number to 2700)

50th anniversary elements:

- Canada Day 50 years slideshow
- Virtual concert including messages from Coleman Hell, Paul Schaffer, Prime Minister Trudeau, Honorable Patti Hadju and others

Website views 10,099

Event guide views 1351

Virtual Live on the waterfront

Eight week programming -11,972 devices connected (estimate two persons for device bringing the number to 23,944)

Event won a Festival of Ontario Achievement Award-2021

Website views 7185

Event Guide views 308

Administration continues work on a few items. A commemorative piece featuring the 50th Anniversary logo is in development for City Hall and could potentially be installed in spring

2021. Committee members will be invited to come together for a celebration and unveiling, either virtually due to COVID-19 or, if possible, in person. The Office of the City Clerk continues work on the installation of a historic sign from the former Fort William City Hall, and a 50th Anniversary time capsule at Archives to be opened on the 100th anniversary.

As the Committee has satisfied the objectives laid out in the Committee Terms of Reference, the Committee by consensus at its last meeting on February 26, 2021, asked that a motion to dissolve the Committee be presented for Council's consideration.

FINANCIAL IMPLICATION

There are no financial implications associated with this report.

CONCLUSION

It is concluded that the objectives laid out in the Committee Terms of Reference have been satisfied, therefore the 50th Anniversary Celebration Steering Committee should be dissolved.

BACKGROUND

At the September 24, 2018 Committee of the Whole meeting, under Report R 133/2018 (City Manager's Office - Office of the City Clerk), City Council established the 50th Anniversary Celebration Steering Committee as a Special Purpose Committee to support the planning and implementation of activities, programs and events in celebration of the City of Thunder Bay's 50th Anniversary of Amalgamation.

The Committee Terms of Reference were presented and approved at the June 24, 2019 Committee of the Whole meeting.

The 50th Anniversary Steering Committee held its last meeting on February 26, 2021.

PREPARED BY: KAREN LEWIS, DIRECTOR – CORPORATE STRATEGIC SERVICES, AND LEANNE LAVOIE, COUNCIL & COMMITTEE CLERK

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Norm Gale, City Manager	March 11, 2021

Corporate Report

DEPARTMENT/ DIVISION	City Manager's Office	REPORT NO.	R 32/2021
DATE PREPARED	03/12/2021	FILE NO.	
MEETING DATE	03/29/2021 (mm/dd/yyyy)		
SUBJECT	Corporate Grant Process and Central Repository		

RECOMMENDATION

For information only.

EXECUTIVE SUMMARY

The process for applying to Ontario and Canada for grant funding is decentralized throughout the Corporation. The often very detailed grants applications require people with subject-matter expertise to complete towards successful outcomes. There are sufficient resources in the Corporation to complete grant applications and we can find no example of a grant that was absently missed; thus there have been no occurrences in recent years of missed opportunity. A gap does exist, however, in a centralized repository of our grant applications and, accordingly, one will be created and used. Finally, an additional layer of coordination will come through the use of the Financial Forum.

DISCUSSION

At the direction of Council, Administration reviewed the grants application processes. This review included discussion and determination on whether there are sufficient resources assigned to this task, whether a decentralized approach continues to be best, what changes ought to be made, and whether opportunities have been missed.

There are sufficient resources in the Corporation to complete grant applications. A decentralized approach remains the best approach, in no small part because of the uniquely held knowledge required to complete many applications. A centralized repository of grant applications should be created and the corporate Financial Forum and the executive management team should be used as venues to coordinate. There is no example of a grant that was absently missed; thus there have been no occurrences in recent years of missed opportunity.

A gap does exist, however, in a centralized repository of our grant applications and accordingly one will be created and used. An additional layer of coordination will come through the use of the corporate Financial Forum in addition to the executive management team. The work of

securing grant funding does not end when a grant is approved. When funding is approved, Administration continues work with government to ensure the funds are well and properly used and exploited to their maximum utility.

Although grant applications are discussed and finalized at the executive management team, and often brought to Council for decisions, there has not been tracking in any holistic way of our applications. Accordingly, Administration will create and then use a centralized electronic repository of grant applications and results. This repository will be informed by Council's strategic priorities (i.e. strategic plan, annual budget, specific decisions). These priorities are important to be clearly iterated and understood because there will be grants that are forgone because they do not fit with those priorities. It is not prudent to simply apply for everything and then see what we get. As well, Administration works with third parties to develop applications that are consistent with those priorities where the municipality is not an eligible applicant and the other entity has the capacity to administer the grant.

Grant applications require investment in time, energy, and often uniquely held knowledge. Targeted applications consistent with Council's articulated strategic priorities are more likely to be well received, and we should specifically apply only for what programs are desired, thus better controlling the results. The centralized repository of our grant applications will provide for increased coordination. It is true, however, that government announcements have led to changes in Council's strategy. Transit and active transportation funding via Public Transit Infrastructure Fund or PTIF is an example where we adjusted to an emerging and unexpected funding source; public transit services was thus markedly improved because of this.

The City's Financial Forum will be a new venue for coordination as well. The Financial Forum, chaired by the Manager, Accounting, is a table of the Corporation's finance people bringing the departments together to discuss all matters finance. Grant application tracking will be a standing item.

FINANCIAL IMPLICATION

There are no financial implications associated with this report.

CONCLUSION

Administration's approach to applying for grant funding will continue. Administration will proceed with constructing and using a centralized repository of grant applications. The Financial Forum will also have grant application tracking as a standing item.

BACKGROUND

Via a memo dated November 9, 2020, Mayor Mauro requested information on how the City of Thunder Bay applies for grant funding. Council directed Administration provide a Report on the current processes used for tracking funding opportunities, applications and outcomes and information on the implementation of a central repository of this information going forward.

REFERENCE MATERIAL ATTACHED:

None.

PREPARED BY: NORM GALE, CITYMANAGER

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER)	DATE:
Norm Gale, City Manager	March 16, 2021

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Outdoor Patios/Retail Display and Shared Outdoor Dining for 2021

SUMMARY

Memorandum from Ms. L. Zawadzki, Senior Property Agent dated March 5, 2021 containing a motion recommending that Council extend the special “Patio Program” offered in the spring of 2020 for the 2021 patio season to assist local businesses to mitigate COVID-19 financial impacts.

Pending the passage of the resolution at the Committee of the Whole meeting, the resolution will be presented for ratification at the City Council meeting to be held later in the evening and will require a two-thirds vote.

RECOMMENDATION

WITH RESPECT to outdoor restaurant patios/retail display and shared outdoor dining on City owned land and street allowances, we recommend that the City waive all applicable application fees and annual fees for the 2021 patio season which will end October 15;

AND THAT costs for the 2021 program, of approximately \$55,000 be funded from the Land Development Fund;

AND THAT Council waive the enforcement of any Zoning By-law and Site Plan Control Agreement matters relating to outdoor restaurant patios and retail display in private parking lots for the 2021 patio season to allow businesses additional space to meet social distancing guidelines and operate safely during the COVID-19 pandemic, provided that the applicable businesses register the use with the City;

AND THAT all participating businesses accessing City owned land and street allowances be required to enter into the necessary agreements with the City in form and content satisfactory to Administration;

AND THAT the General Manager of Development and Emergency Services be authorized to issue ‘non-objection letters’ as required by the AGCO related to the extension of liquor licences to patio areas;

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

ATTACHMENTS

1 MEMORANDUM

REALTY SERVICES DIVISION

Victoriaville Civic Centre, 2nd Floor

111 Syndicate Avenue South

Thunder Bay, ON P7C 5K4

Tel: (807) 625-3199 Fax: (807) 625-2977

TO: Members of City Council **FILE NO.:** 20 1002009

FROM: Lisa Zawadzki, Senior Property Agent
Realty Services Division

DATE: March 5, 2021

RE: Outdoor Patios/Retail Display and Shared Outdoor Dining for 2021
Committee of the Whole – March 29, 2021

This Memorandum recommends that Council extend the special “Patio Program” offered in the spring of 2020 for the 2021 patio season to assist local businesses to mitigate COVID-19 financial impacts.

Many of Thunder Bay’s businesses continue to be severely impacted by the pandemic and it is anticipated that local retailers and restaurants will not be able to operate at full capacity this spring.

The estimated direct cost to the City to extend the 2020 special Patio Program to 2021 is estimated at \$55,000 and would be paid from the Land Development Fund. The additional indirect cost of waived application and rental fees depends on the number and type of applications received.

2020 Outdoor Patios/Retail Display and Shared Outdoor Dining Recap

The 2020 special Patio Program was initiated as a result of interest by local businesses and the leadership of Council.

In 2020, the City expedited application review, adjusted specifications, facilitated street closure, made available City owned parking lots/spaces, waived certain zoning enforcement, made available picnic tables and jersey barriers, established preapproved designs and waived all related fees.

A total of 38 temporary patios were approved by the City which was up from three in 2019. In addition, the Red River Road ‘Streeterly’ was established for the benefit of the Waterfront District BIA area businesses.

Nearly all comments received were positive.

Reimagining the North Core Streetscapes and the Streatory

The City has launched the “Reimagining the North Core Streetscapes” project as a result of the water main and sanitary sewer on Red River Road being at the end of useful life, and needing to be replaced. This project will provide patio opportunities for area businesses.

Part of the Reimagining the North Core Streetscapes involves a series of pilot projects to test design options starting in the summer of 2021. These pilots will temporarily physically reframe the public realm along Red River Road, and possibly throughout the Waterfront BIA, to form new public space and opportunities for outdoor patios/retail areas and also public art, event space, and public programming. Pilot projects will be temporary in nature and implemented to assess usage, impacts to traffic and businesses and obtain public feedback.

The project team is working closely with local stakeholders/businesses and also the Waterfront BIA which has indicated interest to again in 2021 operate and manage some public spaces similar to the Red River Road Streatory in 2020.

RECOMMENDATION

WITH RESPECT to outdoor restaurant patios/retail display and shared outdoor dining on City owned land and street allowances, we recommend that the City waive all applicable application fees and annual fees for the 2021 patio season which will end October 15;

AND THAT costs for the 2021 program, of approximately \$55,000 be funded from the Land Development Fund;

AND THAT Council waive the enforcement of any Zoning By-law and Site Plan Control Agreement matters relating to outdoor restaurant patios and retail display in private parking lots for the 2021 patio season to allow businesses additional space to meet social distancing guidelines and operate safely during the COVID-19 pandemic, provided that the applicable businesses register the use with the City;

AND THAT all participating businesses accessing City owned land and street allowances be required to enter into the necessary agreements with the City in form and content satisfactory to Administration;

AND THAT the General Manager of Development and Emergency Services be authorized to issue ‘non-objection letters’ as required by the AGCO related to the extension of liquor licences to patio areas;

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

/lz

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Centennial Botanical Conservatory - Request for Supporting Resolution
for Canada Cultural Spaces Fund

SUMMARY

Memorandum from Mr. C. Halvorsen, Manager - Parks & Open Spaces, dated March 1, 2021 containing a motion recommending that Administration submit an application to the Canada Cultural Spaces Fund for the Centennial Botanical Conservatory Renewal.

Pending the passage of the resolution at the Committee of the Whole meeting, the resolution will be presented for ratification at the City Council meeting to be held later in the evening and will require a two-thirds vote.

RECOMMENDATION

WITH RESPECT to the Memorandum from Mr. C Halvorsen, Manager – Parks and Opens Spaces dated March 1, 2021, we recommend that Administration submit an application to the Canada Cultural Spaces Fund for the Centennial Botanical Conservatory Renewal;

AND THAT the General Manager of Infrastructure and Operations will be the authorized signing authority for the application;

AND THAT the Mayor and Clerk be authorized to sign all documentation related to this matter;

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

ATTACHMENTS

1 MEMORANDUM FROM C. HALVORSEN

MEMORANDUM

TO: Krista Power, City Clerk
FROM: Cory Halvorsen, Manager – Parks and Open Spaces
DATE: March 1, 2021
RE: Centennial Botanical Conservatory - Request for Supporting Resolution for Canada Cultural Spaces Fund

Administration is requesting a resolution of support from Council for a funding application which has been submitted to the Canada Cultural Spaces Fund (CCSF) program. The CCSF supports the improvement of physical conditions for arts, heritage, culture and creative innovation, including renovation and construction projects. The maximum contribution payable for an individual construction or renovation project is \$15,000,000 or 50% of total eligible project costs, whichever is less. The application requires a resolution of support, which would be satisfied with the resolution wording included below:

“WITH RESPECT to the Memorandum from Mr. C Halvorsen, Manager – Parks and Opens Spaces dated March 1, 2021, we recommend that Administration submit an application to the Canada Cultural Spaces Fund for the Centennial Botanical Conservatory Renewal;

AND THAT the General Manager of Infrastructure and Operations will be the authorized signing authority for the application;

AND THAT the Mayor and Clerk be authorized to sign all documentation related to this matter;

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

cc:

Norm Gale – City Manager

EMT

Kayla Dixon – Director of Engineering and Operations

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Abandoned Shopping Carts

SUMMARY

Memorandum from Councillor Peng You, dated February 8, 2021 containing a motion recommending that Licensing and Enforcement review options available to manage the abandoned shopping carts in the City and provide Council with their recommendation.

RECOMMENDATION

WITH RESPECT to the Memorandum from Councillor Peng You dated February 8, 2021, we recommend that Licensing and Enforcement review options available to manage the abandoned shopping carts in the City and provide Council with their recommendation;

AND THAT Administration report back on or before September 30, 2021;

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

ATTACHMENTS

1 Memorandum from Councillor Peng You

Memorandum

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

TO: Krista Power, City Clerk

FROM: Councillor Peng You

DATE: February 8, 2021

SUBJECT: Abandoned Shopping Carts
Committee of the Whole – March 29, 2021

Abandoned shopping carts are a long-standing problem in the City. They litter waterways, impede sidewalk and bus stop accessibility, become garbage receptacles & benches and make the city look terrible. Council heard a deputation from a small business owner in November 2020 explaining how abandoned shopping carts negatively impact access to their business.

Municipalities such as Guelph, Mississauga, Ottawa and Markham, have enacted by-laws with associated Collection and Storage Fees that apply when abandoned shopping carts constitute a public nuisance and are considered a risk to public safety. The City of Kitchener has enacted a by-law that requires a business that provides shopping carts to have a Shopping Cart Management Plan.

I provide the following motion for Council's consideration:

WITH RESPECT to the Memorandum from Councillor Peng You dated February 8, 2021, we recommend that Licensing and Enforcement review options available to manage the abandoned shopping carts in the City and provide Council with their recommendation;

AND THAT Administration report back on or before September 30, 2021;

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

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Waterfront Development Committee

SUMMARY

Memorandum from Councillor B. McKinnon dated February 18, 2021 containing a motion recommending that Administration report back to Council with respect to any changes that would be necessary to the Terms of Reference for the Waterfront Development Committee to continue their work.

RECOMMENDATION

With respect to the reinstatement of the Waterfront Development Committee, we recommend that Administration report back to Council with respect to any changes that would be necessary to the Terms of Reference for the Waterfront Development Committee to continue their work;

AND THAT the City Clerk and General Manager of Development & Emergency Services include in this report the administrative impact and financial considerations;

AND THAT the report be received on or before June 21, 2021;

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

ATTACHMENTS

1 Memorandum from B. McKinnon

Memorandum

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

TO: Krista Power, City Clerk

FROM: Councillor Brian McKinnon

DATE: February 18, 2021

SUBJECT: Motion – Waterfront Development Committee
Committee of the Whole – March 29, 2021

The Waterfront Development Committee was created in 2005 to respond to the City's strategic plan for the waterfront and the development of Prince Arthur's Landing. Council's advisory committee provided for recommendations and ensured that the priorities of Council and the public were considered within this project which has spanned over many years. In 2018 it was deemed that the Waterfront Development Committee was no longer required and that City Council would approve and make recommendations to future waterfront related work.

City Council has committed to continued development on the waterfront with respect to the Thunder Bay Art Gallery and the continued work on the Pool 6 lands. As the Art Gallery moves closer to their build it is important for Council to be engaged and the public to be informed with respect to the overall progress.

It is my request that City Council reinstate the Waterfront Development Committee and that administration be consulted with respect to appropriate changes that may be necessary to the committee's previous terms of reference, objectives and deliverables. In order to move this forward, I am requesting that administration review the current terms of reference and make recommendations relative to the scope of work, committee structure and the deliverables for the committee and include considerations for administrative support and financial impacts.

As such, I offer the following motion for Council's consideration;

With respect to the reinstatement of the Waterfront Development Committee, we recommend that Administration report back to Council with respect to any changes that would be necessary to the Terms of Reference for the Waterfront Development Committee to continue their work;

AND THAT the City Clerk and General Manager of Development & Emergency Services include in this report the administrative impact and financial considerations;

AND THAT the report be received on or before June 21, 2021;

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

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Ontario Big City Mayors Resolution relating to Alcohol Sales

SUMMARY

Memorandum from Mayor B. Mauro, dated March 4, 2021 attaching a letter containing a resolution passed by the Ontario Big City Mayors in opposition to an application to the Alcohol & Gaming Commission of Ontario to allow the sale of alcohol in convenience stores in the province, for information only.

ATTACHMENTS

1 Memorandum from Mayor B. Mauro

Memorandum

Office of the Mayor
Fax: 623-1164
Telephone: 625-3601

TO: Krista Power, City Clerk
FROM: Mayor Bill Mauro
DATE: March 4, 2021
SUBJECT: Ontario Big City Mayors Resolution relating to Alcohol Sales
Committee of the Whole – March 29, 2021

The following resolution was passed at the Ontario Big City Mayors meeting on February 19, 2021. The resolution is in opposition to an application to the Alcohol & Gaming Commission of Ontario to allow the sale of alcohol in convenience stores in the province.

I provide it for your information.

February 26, 2021

The Honourable Doug Downey, Attorney General
McMurtry-Scott Bldg 11th Flr,
720 Bay St, Toronto, ON M7A 2S9
attorneygeneral@ontario.ca

The Honourable Prabmeet Sarkaria,
Associate Minister of Small Business and Red Tape Reduction
Ministry of Economic Development, Job Creation and Trade
7th Floor, 56 Wellesley St. W
Toronto, ON M7A 2E7
minister.sbrtr@ontario.ca

The Honourable Peter Bethlenfalvy
Minister of Finance and President of the Treasury Board
Frost Building S 7th Flr, 7 Queen's Park Crescent
Toronto, ON M7A 1Y7
minister.fin@ontario.ca

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
Frost Building S 7th Flr, 7 Queen's Park Crescent
minister.mah@ontario.ca

Dear Ministers,

I am writing on behalf of Ontario's Big City Mayors (OBCM), a group of 29 mayors of Ontario's biggest cities, who collectively represent nearly 70 per cent of Ontario's population.

At its meeting of February 19, 2021, OBCM passed the following resolution:

WHEREAS Ontario's Big City Mayors recognize the ongoing hardships faced by restaurants, pubs and other foodservice businesses as a result of mandated closures and patron limits due to Covid-19;

AND WHEREAS municipalities have been working hard to implement and advocate for business supports (such as providing restaurants the ability to access wine, beer and spirits at wholesale or discounted pricing) to ensure more local businesses survive the pandemic;

AND WHEREAS convenience stores have not been mandated to close during the pandemic and have not endured undue hardship like other industries;

AND WHEREAS 7-Eleven Canada has applied to introduce in-store alcohol service at 61 stores throughout Ontario to leverage their open status as a competitive advantage;

Mayor Jeff Lehman, Chair
70 Collier Street, Barrie ON L4M 4T5
info@ontariobigcitymayors.ca • 705-792-7900
ontariobigcitymayors.ca @ONBigCityMayors

AND WHEREAS approval by the Alcohol and Gaming Commission of Ontario (AGCO) would mean exposing an already vulnerable and hard-hit restaurant/bar industry to further competition;

THEREFORE BE IT RESOLVED THAT Ontario's Big City Mayors oppose 7-Eleven Canada's proposal to serve alcohol;

AND THAT this motion be distributed to Hon. Doug Downey, Attorney General; Hon. Steve Clark, Minister of Municipal Affairs and Housing; Hon. Prabmeet Sarkaria, Associate Minister of Small Business and Red Tape Reduction; Hon. Peter Bethlenfalvy, Minister of Finance; and local OBCM member Councils for consideration.

Thank you for your consideration. If you have any questions, please do not hesitate to contact Mayor Jeff Lehman, Chair of OBCM.

Sincerely,



Mayor Jeff Lehman
OBCM Chair



Mayor Jeff Lehman, Chair
70 Collier Street, Barrie ON L4M 4T5
info@ontariobigcitymayors.ca • 705-792-7900
[@ONBigCityMayors](http://ontariobigcitymayors.ca)



MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Policy for Legacy Funding Relating to Events

SUMMARY

Memorandum from Mr. P. Burke, Sport & Community Development Supervisor, dated March 9, 2021, relative to the Policy for Legacy Funding Relating to Events report.

ATTACHMENTS

1 Memorandum from P. Burke

Memorandum

TO: Krista Power, City Clerk

FROM: Paul Burke, Sport & Community Development Supervisor, Recreation & Culture Division

DATE: March 9, 2021 (for March 29, 2021 Committee of the Whole)

SUBJECT: Policy for Legacy Funding Relating to Events

Committee of the Whole passed a resolution on November 9, 2020 directing Administration to develop a policy for Council's consideration outlining a process for the management of surplus funds relating to events supported and hosted in the City of Thunder Bay. Committee of the Whole further directed Administration to report back by March 31, 2021 with recommendations as well as a draft policy for Council to review.

Administration is in the process of finalizing work on the draft policy, related financial considerations and corresponding corporate report, and therefore will not achieve the March 31, 2021 report back deadline.

The requested report will be presented to Committee of the Whole on or before April 19, 2021.

Sincerely,



Paul Burke

cc Norm Gale – City Manager
Kelly Robertson - General Manager, Community Services
Leah Prentice – Director, Recreation & Culture Division

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Funding Contributions

SUMMARY

Memorandum from Ms. K. Lewis, Director - Corporate Strategic Services, dated March 10, 2021 containing a motion relative to allowing the Corporation to enter into service agreements with the not-for-profit organizations leading various strategies.

Pending the passage of the resolution at the Committee of the Whole meeting, the resolution will be presented for ratification at the City Council meeting to be held later in the evening and will require a two-thirds vote.

RECOMMENDATION

WITH RESPECT to the memorandum from Ms. K. Lewis, Director — Corporate Strategic Services, dated March 10, 2021, we recommend that funding contributions in the amount of \$50,000 be provided to the following community-based strategies: Poverty Reduction Strategy (Lakehead Social Planning Council), Thunder Bay Food Strategy (EcoSuperior), Age Friendly (Lakehead Social Planning Council) and \$15,000 for Incident Reporting (Lakehead Social Planning Council) to support coordination of these community-based strategies;

AND THAT representatives of the strategies continue to report back annually on progress in implementing their respective strategy;

AND THAT the Mayor and Clerk be authorized to sign all documentation related to this matter;

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

ATTACHMENTS

1 K LEWIS MEMODATED MARCH 10 2021

MEMORANDUM

TO: Krista Power, City Clerk

FROM: Karen Lewis, Director – Corporate Strategic Services

DATE: March 10, 2021

RE: Funding Contributions – Committee of the Whole March 29, 2021

The approved 2021 Budget includes allocations of \$50,000 each for the following community based strategies: Poverty Reduction Strategy (Lakehead Social Planning Council), Thunder Bay Food Strategy (EcoSuperior), and Age Friendly (Lakehead Social Planning Council), \$15,000 for Incident Reporting (\$10,000 for referral service and \$5,000 for the annual report (Lakehead Social Planning Council).

A Resolution is required to allow the Corporation to enter into service agreements with the not-for-profit organizations leading implementation of the strategies.

With respect to the memorandum from Ms. K. Lewis, Director — Corporate Strategic Services, dated March 10, 2021, we recommend that funding contributions in the amount of \$50,000 be provided to the following community-based strategies: Poverty Reduction Strategy (Lakehead Social Planning Council), Thunder Bay Food Strategy (EcoSuperior), Age Friendly (Lakehead Social Planning Council) and \$15,000 for Incident Reporting (Lakehead Social Planning Council) to support coordination of these community-based strategies;

AND THAT representatives of the strategies continue to report back annually on progress in implementing their respective strategy;

AND THAT the Mayor and Clerk be authorized to sign all documentation related to this matter;

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

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Tbaytel Board Remuneration

SUMMARY

Memorandum from Ms. K. Power, City Clerk, dated March 16, 2021 attaching a memorandum from Mr. J. Jamieson, Chair - Tbaytel Municipal Service Board relating to a remuneration increase for voting members of the Board.

RECOMMENDATION

WITH RESPECT to the Memorandum from Mr. J. Jamieson, Chair – Tbaytel Board of Directors relative to Remuneration for Directors (Voting Members) of the TBayTel Board of Directors, we recommend that the annual stipend for Directors (Voting Members of the Board) be increased from six thousand dollars (\$6,000.00) annually to seven thousand six hundred dollars (\$7,600.00) annually and that the Chair of the Board of Tbaytel receive an additional annual stipend which will be increased from one thousand eight hundred (\$1,800) annually to two thousand three hundred (\$2,300) annually;

AND THAT in addition to the annual stipend Directors (Voting Members of the Board) receive an increase from two hundred and fifty dollars (\$250.00) to three hundred and twenty dollars (\$320.00) for each EXTRA day of service;

AND THAT furthermore remuneration to the Board of Directors (Voting Members) shall increase by an amount that will not exceed the Canadian cost of living increase on an annual basis;

AND THAT and an amendment to By law 257-2004 be presented to City Council to reflect this change.

ATTACHMENTS

- 1 MEMORANDUM FROM K. POWER, CITY CLERK
- 2 MEMORANDUM FROM MR. J. JAMIESON

Memorandum

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

TO: Mayor & Council

FROM: Krista Power, City Clerk

DATE: March 16, 2021

SUBJECT: Tbaytel Board of Directors – Remuneration for Directors
Committee of the Whole – March 29, 2021

Mr. J. Jamieson, Chair – Tbaytel Board of Directors has provided Council with a Memorandum relating to a remuneration increase for voting members of the Board. The following recommendation has been prepared for Council's consideration.

WITH RESPECT to the Memorandum from Mr. J. Jamieson, Chair – Tbaytel Board of Directors relative to Remuneration for Directors (Voting Members) of the TBayTel Board of Directors, we recommend that the annual stipend for Directors (Voting Members of the Board) be increased from six thousand dollars (\$6,000.00) annually to seven thousand six hundred dollars (\$7,600.00) annually and that the Chair of the Board of Tbaytel receive an additional annual stipend which will be increased from one thousand eight hundred (\$1,800) annually to two thousand three hundred (\$2,300) annually;

AND THAT in addition to the annual stipend Directors (Voting Members of the Board) receive an increase from two hundred and fifty dollars (\$250.00) to three hundred and twenty dollars (\$320.00) for each EXTRA day of service;

AND THAT furthermore remuneration to the Board of Directors (Voting Members) shall increase by an amount that will not exceed the Canadian cost of living increase on an annual basis;

AND THAT and an amendment to By law 257-2004 be presented to City Council to reflect this change.

MEMORANDUM

TO: City Council of The City of Thunder Bay
FROM: Jack Jamieson, Chair of the Board of Directors
DATE: March 22, 2021
SUBJECT: Tbaytel Board Request for Compensation Increase

The Tbaytel Board is requesting a modest compensation increase based on the compounded cost of living calculate from 2006, and an annual increase equal to the Canadian cost of living index.

The Board of Directors has provided excellent governance and oversight of Tbaytel's strategy and management on behalf of the City of Thunder Bay. The Board has effectively met its key objectives of generating a rate of return, sufficient to justify the risk of ownership and annual dividend distributions. This has been demonstrated by the financial results of Tbaytel since 2006.

- Annual revenues have grown from \$96 million to \$200 million.
- EBITDA has increase from \$ 39 million to \$75 million.

As is the norm of successful enterprises, the management, and employees of Tbaytel have received increases that are based on inflation, cost of living, and complexity of the business. The cumulative wage increases since 2006 has been approximately 40% for both non-union and unionized employees.

The Board's compensation has been unchanged since 2006, has fallen behind inflation, and has not kept pace with corporate best practices. Tbaytel's increased complexity requires very specific expertise to govern efficiently and to protect the City's asset. Canadian corporations of similar size and complexity have higher remuneration and that gap will eventually become an impediment to attracting best in class board members.

The Board's compensation currently consists of an annual stipend of \$6,000 (+\$1,800 for the Chair) and a rate of \$250 per 3 ½ hours of work.

The request is to increase the stipend to \$7,600 (+\$2,300 for the Chair) and a rate of \$320 per 3 ½ hours of work calculated using the compounded Canadian cost of living index since 2006.

This request will have an estimated increase to overall Board compensation of \$42,000 per annum or on average, \$5,000 per Board Member and will have no significant negative impact on the overall financial performance of Tbaytel.

Sincerely,



Jack Jamieson,
Chair of the Tbaytel Board of Directors



MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT Ward & Town Hall Meeting Update

SUMMARY

Memorandum from Ms. K. Power, City Clerk, dated March 3, 2021 providing an update relative to the virtual ward meetings held since September 2020, for information.

ATTACHMENTS

1 Memorandum from K. Power

Memorandum

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

TO: Mayor & Council

FROM: Krista Power, City Clerk

DATE: March 3, 2021

SUBJECT: Ward & Town Hall Meeting Update
Committee of the Whole – March 29, 2021

Report 95/2020 (City Manager's Office- Office of the City Clerk) was presented to Council in August 2020 providing options for Ward and Town Hall meetings both in person and/or virtually during the pandemic.

There was a preference in September and October by Members of Council to schedule in person meetings; however, due to the transition out of the Green – Prevent Section in the provincial re-opening framework it was recommended that virtual meetings would be the safest option for the community. This continues to be Administration's recommendation during the pandemic.

Eight (8) virtual Ward & Town Hall meetings were held between September 2020 and January 2021. There are currently six (6) meetings scheduled in March and April 2021. Virtual Ward & Town Hall meetings can be viewed online at www.thunderbay.ca/watchcouncil, Shaw Spotlight Ch10, Shaw BlueCurve Ch105, or Tbaytel TV Channel 110.

The public can participate in a virtual meeting by calling 625-2230 or sending an email to OfficeoftheCityClerk@thunderbay.ca. Questions and comments can be sent before or during the public broadcast of the meeting. Since the beginning of Virtual Ward/Town Hall Meetings, the public's engagement has been moderate to high. Questions have been received via telephone and email in advance and during the meeting. Members of Council have received and provided responses to more than 150 questions from the public overall.

There is limited analytics available for live viewings of Ward and Town Hall meetings. Tbaytel provides access for their viewers to watch all Council-related meetings on their OnDemand platform. In 2020, there were 555 views of Ward & Town Hall meetings through OnDemand. The City's website recorded 320 unique viewers.

The financial implications for a virtual Ward/Town Hall meeting were projected in Report 95/2020 at \$400/meeting. The cost included technical support, advertising but did not include indirect administrative costs. There has been no change in this estimate; however, each meeting

varies in requirements so may cost less. Total costs for seven (7) virtual ward and town hall meetings in 2020 were \$1,150.

My office is committed to continue providing support for Ward and Town Hall meetings, either in person or virtual. This initiative and change to a virtual platform has been staff intensive but the result has been significant in providing access for the public to Members of Council to engage in city issues for the public in a meaningful way. Prior to the pandemic, one (1) staffing resource was required to manage a meeting. There are now between 3-5 staff involved in virtual meetings and we are estimating that up to eight (8) staff will be required for an in person meeting, when they are permitted.

We will begin presenting the minutes for the Virtual Ward/Town Hall meetings that have taken place to date to City Council beginning March 22, 2021.

In closing, I would like to acknowledge my thanks for the incredible team in the Office of the City Clerk, both our Council and Operations Team who continue to learn new technology, adapt to changing situations and provide a high level of service and expertise to Council and the public. I would also like to extend my thanks to Council for their patience and willingness to work with Administration within the context of virtual meetings.

MEETING DATE 03/29/2021 (mm/dd/yyyy)

SUBJECT 2021 Annual Citizens of Exceptional Achievement Banquet Update.

SUMMARY

Memorandum from Ms. D. Earle, Deputy City Clerk, dated March 8, 2021 providing an update relative to postponing the 2021 Annual Citizens of Exceptional Achievement Banquet.

RECOMMENDATION

WITH RESPECT to the Memorandum from Ms. D. Earle, Deputy City Clerk dated March 8, 2021, we recommend that the 2021 Annual Citizens of Exceptional Achievement Event Update be postponed from April 20, 2021;

AND THAT the Official Recognition Committee present Council their recommendation of the new date and format for the event at a later date this year;

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

ATTACHMENTS

1 Memorandum from D. Earle

Memorandum

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

TO: Mayor & Council

FROM: Dana Earle, Deputy City Clerk

DATE: March 8, 2021

SUBJECT: 2021 Annual Citizens of Exceptional Achievement Banquet
Update Committee of the Whole – March 29, 2021

The Official Recognition Committee met on February 23, 2021 to discuss the 2021 Annual Citizens of Exceptional Achievement Event. After the success of the 2020 Virtual Event for Citizens of Exceptional Achievement, the Committee is considering another virtual banquet for 2021 due to the pandemic. They request that the event scheduled for April 20, 2021 be postponed. The Committee will report back with the new 2021 date and format of the banquet as soon as it is determined.

In the interim, the Committee will be reviewing its Terms of Reference, monthly and annual award application forms and relevant Corporate Policies to ensure that the program achieves Council's direction of celebrating community leaders and volunteers with a focus on inclusivity and diversity.

WITH RESPECT to the Memorandum from Ms. D. Earle, Deputy City Clerk dated March 8, 2021, we recommend that the 2021 Annual Citizens of Exceptional Achievement Event Update be postponed from April 20, 2021;

AND THAT the Official Recognition Committee present Council their recommendation of the new date and format for the event at a later date this year;

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