



AGENDA MATERIAL

CITY COUNCIL

MEETING DATE: MONDAY, NOVEMBER 8, 2021

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

TIME: IMMEDIATELY FOLLOWING COMMITTEE OF
THE WHOLE



MEETING: City Council

DATE: November 8, 2021

Reference No. CC - 28/52

OPEN SESSION in the S.H. Blake Memorial Auditorium immediately following Committee of the Whole

City Council
Chair: Mayor Bill Mauro

OPENING CEREMONIES

One Minute of Silence.

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - November 8, 2021 - City Council

With respect to the November 8, 2021 City Council, we recommend that the agenda as printed, including any additional information and new business, be confirmed. **(Page 5)**

MINUTES OF PREVIOUS MEETINGS

City Council Minutes

The Minutes of the following Meeting of the Thunder Bay City Council, to be confirmed:

1. The Thunder Bay City Council held on October 25, 2021. **(Pages 6 – 12)**

THAT the Minutes of the following Meeting of the Thunder Bay City Council, be confirmed:

1. The Thunder Bay City Council meeting held on October 25, 2021.

REPORTS OF COMMITTEES, BOARDS AND OUTSIDE AGENCIES

Committee of the Whole Minutes

The Minutes of the following Committee of the Whole meeting, to be adopted:

1. October 25, 2021 Committee of the Whole. **(Pages 13 – 23)**
2. November 1, 2021 Committee of the Whole. **(Distributed Separately)**

THAT the Minutes of the following Committee of the Whole meeting, be adopted:

1. October 25, 2021 Committee of the Whole;
2. November 1, 2021 Committee of the Whole.

BY-LAWS

BL 79/2021 - Records Authority Schedule By-law

A By-law to Adopt Records Authority Schedules for the City Manager's Office; the Community Services Department; the Corporate Services and Long Term Care Department; the Development and Emergency Services Department; the Infrastructure and Operations Department; the Mayor and Council; Thunder Bay Police Services; Tbaytel; Outside Boards; and TOMRMS. **(Pages 24 – 26)**

By-law 81/2021 - Emergency Management Program and Emergency Plan

A By-law to amend By-law BL 76/2021 - Being a by-law to establish an Emergency Management Program and Emergency Plan. **(Distributed Separately)**

By-law Resolution

By-law Resolution - November 8, 2021 - City Council **(Page 27)**

THAT the following By-laws be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

1. A By-law to Adopt Records Authority Schedules for the City Manager's Office; the Community Services Department; the Corporate Services and Long Term Care Department; the Development and Emergency Services Department; the Infrastructure and Operations Department; the Mayor and Council; Thunder Bay Police Services; Tbaytel; Outside Boards; and TOMRMS

By-law Number: BL 79/2021

2. A By-law to amend By-law BL 76/2021 - Being a by-law to establish an Emergency Management Program and Emergency Plan.

By-law Number: BL 81/2021

NEW BUSINESS

NOTICE OF MOTION

Notice of Motion to Rescind – Report 112/2021 Work Life Initiatives - Policy

At the August 23, 2021 Committee of the Whole meeting, Report R 112/2021 (City Manager's Office – Human Resources and Corporate Safety) was presented relative to Work Life Initiatives - Policy and Administration was directed to begin a pilot work from home program, information on the pilot would be brought forward to Council in June of 2022.

Memorandum from Councillor Aldo Ruberto, dated October 29, 2021 requesting that a Notice of Motion be introduced at the November 8, 2021 City Council meeting, for debate at the November 22, 2021 City Council meeting. **(Pages 28 – 30)**

WITH RESPECT to Report R 112/2021 (City Manager's Office – Human Resources & Corporate Safety) we recommend that the amended Work Life Initiatives Policy, appended to this report, be approved;

AND THAT Administration provide an update on or before June 27, 2022 on the rollout of the pilot Work from Home program including any financial impacts, number of staff involved, and overall cost benefit;

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

CONFIRMING BY-LAW

BL 78/2021 - Confirming By-law - November 8, 2021.

A By-law to confirm the proceedings of a meeting of Council, this 8th day of November, 2021.
(Pages 31 – 33)

Confirming By-law Resolution - November 8, 2021- City Council

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

1. A By-law to confirm the proceedings of a meeting of Council, this 8th day of November, 2021.

By-law Number: BL 78/2021

ADJOURNMENT



MEETING DATE 11/08/2021 (mm/dd/yyyy)

SUBJECT Confirmation of Agenda

SUMMARY

Confirmation of Agenda - November 8, 2021 - City Council

RECOMMENDATION

With respect to the November 8, 2021 City Council, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

MEETING DATE 11/08/2021 (mm/dd/yyyy)

SUBJECT City Council Minutes

SUMMARY

The Minutes of the following Meeting of the Thunder Bay City Council, to be confirmed:

1. The Thunder Bay City Council held on October 25, 2021.

RECOMMENDATION

THAT the Minutes of the following Meeting of the Thunder Bay City Council, be confirmed:

1. The Thunder Bay City Council meeting held on October 25, 2021.

ATTACHMENTS

1 October 25, 2021 City Council Minutes



MEETING: City Council

DATE: Monday, October 25, 2021

Reference No. 27/52

OPEN SESSION in the S.H. Blake Memorial Auditorium at 9:13 p.m.

City Council

Chair: Mayor Bill Mauro

PRESENT:

Mayor Bill Mauro
Councillor Brian Hamilton
Councillor Aldo Ruberto
Councillor Peng You

OFFICIALS:

Krista Power, City Clerk
Katie Piché, Council & Committee Clerk

OFFICIALS - ELECTRONIC PARTICIPATION:

ELECTRONIC PARTICIPATION:

Councillor Albert Aiello
Councillor Mark Bentz
Councillor Shelby Ch'ng
Councillor Andrew Foulds
Councillor Cody Fraser
Councillor Trevor Giertuga
Councillor Rebecca Johnson
Councillor Brian McKinnon
Councillor Kristen Oliver

Norm Gale, City Manager
Patty Robinet, City Solicitor
Linda Evans, General Manager – Corporate Services
& Long Term Care & City Treasurer
Kerri Marshall, General Manager – Infrastructure &
Operations
Kelly Robertson, General Manager – Community
Services
Karen Lewis, General Manager – Development &
Emergency Services

OPENING CEREMONIES

One Minute of Silence.

DISCLOSURES OF INTEREST

Aside from those disclosures already recorded in the previous minutes as presented here, no additional disclosures of interest were announced.

CONFIRMATION OF AGENDA

Confirmation of Agenda - October 25, 2021 - City Council

MOVED BY: Councillor Brian Hamilton
SECONDED BY: Councillor Rebecca Johnson

WITH RESPECT to the October 25, 2021 City Council meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

MINUTES OF PREVIOUS MEETINGS

City Council Minutes

The Minutes of the following Meetings of the Thunder Bay City Council, to be confirmed:

1. The Thunder Bay City Council held on October 4, 2021;
2. The Thunder Bay City Council (Public Meeting) held on October 18, 2021 was distributed separately on Thursday, October 21, 2021.

MOVED BY: Councillor Albert Aiello
SECONDED BY: Councillor Aldo Ruberto

THAT the Minutes of the following Meetings of the Thunder Bay City Council, be confirmed:

1. The Thunder Bay City Council held on October 4, 2021;
2. The Thunder Bay City Council (Public Meeting) meeting held on October 18, 2021.

CARRIED

REPORTS OF COMMITTEES, BOARDS AND OUTSIDE AGENCIES

Committee of the Whole Minutes

The Minutes of the following Committee of the Whole meeting(s), to be adopted:

1. October 4, 2021 Committee of the Whole;
2. October 18, 2021 Committee of the Whole was distributed separately on Thursday, October 21, 2021.

MOVED BY: Councillor Rebecca Johnson
SECONDED BY: Councillor Aldo Ruberto

THAT the Minutes of the following Committee of the Whole meeting(s), be adopted:

1. October 4, 2021 Committee of the Whole;
2. October 18, 2021 Committee of the Whole.

CARRIED

BY-LAWS

BL 70/2021 - A By-law to amend By-law 203-1996 being a By-law to adopt a Corporate Policy Manual

A By-law to amend By-law 203-1996, being a By-law to adopt the Corporate Policy Manual for The Corporation of the City of Thunder Bay with respect to Municipal Alcohol – Corporate Policy No. 01-08-01; Event Legacy - Corporate Policy No. 01-08-12; Credit and Collection - Corporate Policy No. 05-01-11; Occupational Health and Safety - Corporate Policy No. 06-01-015; Work Life Initiatives - Corporate Policy No. 06-01-36; Mandatory Covid-19 Vaccine Disclosure - Corporate Policy No. 06-01-39; Civic Recognition - Corporate Policy No. 07-01-01; Commemorative Gifts/Promotional Souvenirs - Corporate Policy No. 07-01-02; Accessibility - Corporate Policy No. 08-01-04; Staff (Administration) / Council Relations - Corporate Policy No. 08-01-08.

BL 75/2021 - Deeming By-law – 70 Regent St

A By-law to deem a lot on a registered plan not to be registered (70 Regent Street)

BL 76/2021 - A By-law to establish an Emergency Management Program and Emergency Plan.

A By-law to establish an Emergency Management Program and Emergency Plan for the protection of public safety, health, environment, critical infrastructure and to promote economic stability and a disaster resilient community in the City of Thunder Bay, in the District of Thunder Bay, and to repeal By-law 81-1991 and 2-1997.

By-law Resolution

By-law Resolution - October 25, 2021 - City Council

MOVED BY: Councillor Rebecca Johnson
SECONDED BY: Councillor Peng You

THAT the following By-law(s) be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

1. A By-law to amend By-law 203-1996 being a By-law to adopt a Corporate Policy Manual.

By-law Number: BL 70/2021

2. A By-law to deem a lot on a registered plan not to be registered (70 Regent Street).

By-law Number: BL 75/2021

3. A By-law to establish an Emergency Management Program and Emergency Plan for the protection of public safety, health, environment, critical infrastructure and to promote economic stability and a disaster resilient community in the City of Thunder Bay, in the District of Thunder Bay.

By-law Number: BL 76/2021

CARRIED

NOTICE OF MOTION

Notice of Motion to Rescind - Report R 126/2020 Composition of City Council

At the November 23, 2021 City Council meeting a Notice of Motion to Rescind relative to Report R 126/2020 (City Manager's Office - Office of the City Clerk) Composition of Council was introduced by Councillor Peng You and is now ready for debate.

Memorandum from Councillor Peng You, dated September 29, 2021 relative to the Notice of Motion to Rescind, re-presented.

A recorded vote was requested on the following resolution, the results of which are as follows:

<i>YEA</i>	<i>NAY</i>
Mayor Bill Mauro	Councillor Albert Aiello
Councillor Trevor Giertuga	Councillor Mark Bentz
Councillor Aldo Ruberto	Councillor Shelby Ch'ng
Councillor Peng You	Councillor Andrew Foulds
	Councillor Cody Fraser
	Councillor Brian Hamilton
	Councillor Rebecca Johnson
	Councillor Brian McKinnon
	Councillor Kristen Oliver

MOVED BY: Councillor Peng You
SECONDED BY: Councillor Aldo Ruberto

WITH RESPECT to Report R 126/2020 Composition of City Council (City Manager's Office – Office of the City Clerk), we recommend that Administration be directed to proceed with Option 3 as outlined within this report and plan for inclusion of costs in the 2023 Budget;

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

LOST

CONFIRMING BY-LAW

BL 71/2021 - Confirming By-law - October 25, 2021

A By-law to confirm the proceedings of a meeting of Council, this 25th day of October.

Confirming By-law Resolution - October 25, 2021

MOVED BY: Councillor Rebecca Johnson
SECONDED BY: Councillor Albert Aiello

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

1. A By-law to confirm the proceedings of a meeting of Council, this 25th day of October, 2021

By-law Number: BL 71/2021

CARRIED

ADJOURNMENT

The meeting adjourned at 10:03 p.m.

Mayor

City Clerk

MEETING DATE 11/08/2021 (mm/dd/yyyy)

SUBJECT Committee of the Whole Minutes

SUMMARY

The Minutes of the following Committee of the Whole meeting, to be adopted:

1. October 25, 2021 Committee of the Whole.
2. November 1, 2021 Committee of the Whole. (Distributed Separately)

RECOMMENDATION

THAT the Minutes of the following Committee of the Whole meeting, be adopted:

1. October 25, 2021 Committee of the Whole;
2. November 1, 2021 Committee of the Whole.

ATTACHMENTS

1 October 25, 2021 Committee of the Whole Minutes



MEETING: Committee of the Whole

DATE: Monday, October 25, 2021

Reference No. 41/52

CLOSED SESSION via Microsoft Teams at 5:00 p.m.

Committee of the Whole - Closed Session

Chair: Councillor Aldo Ruberto

PRESENT:

Mayor Bill Mauro
Councillor Brian Hamilton
Councillor Aldo Ruberto
Councillor Peng You

OFFICIALS:

Krista Power, City Clerk

OFFICIALS - ELECTRONIC PARTICIPATION:

ELECTRONIC PARTICIPATION:

Norm Gale, City Manager
Patty Robinet, City Solicitor

Councillor Albert Aiello
Councillor Mark Bentz
Councillor Shelby Ch'ng
Councillor Andrew Foulds
Councillor Cody Fraser
Councillor Trevor Giertuga
Councillor Rebecca Johnson
Councillor Brian McKinnon
Councillor Kristen Oliver

DISCLOSURES OF INTEREST

REPORTS OF MUNICIPAL OFFICERS

Council Appointment & Committee Review

Deputy City Clerk Dana Earle entered the meeting.

Confidential Memorandum from City Clerk Krista Power, dated September 14, 2021 relative to the above noted was distributed separately to Members of Council, City Manager and City Solicitor only on Thursday, October 21, 2021.

City Clerk Krista Power responded to questions.

Dana Earle left the meeting.

Human Resources Matter

General Manager - Development & Emergency Services Karen Lewis, General Manager – Corporate Services & Long Term Care Linda Evans, Manager - Licensing & Enforcement Doug Vincent, Manager - Labour Relations Terry O'Neill and Supervisor - Animal Services Jody Kondrat entered the meeting via MS Teams.

Confidential Memorandum from General Manager - Development & Emergency Services Karen Lewis, dated October 20, 2021 relative to the above noted was distributed separately to Members of Council, City Manager, City Solicitor, General Manager - Development & Emergency Services and General Manager - Corporate Services & Long Term Care only on Thursday, October 21, 2021.

General Manager - Development & Emergency Services Karen Lewis provided an overview and responded to questions.

Manager - Licensing & Enforcement Doug Vincent provided a PowerPoint presentation and responded to questions.

Manager - Labour Relations Terry O'Neill provided information relative to the above noted and responded to questions.

Karen Lewis responded to questions.

City Manager Norm Gale responded to questions.

It was consensus of Committee that Administration proceed as directed.

The City Clerk advised that the recommendation relative to the Confidential Memorandum would be presented at the Committee of the Whole meeting to be held later in the evening.

At 6:15 p.m. the Closed Session concluded. It was the consensus of Committee that Open Session reconvene at 6:30 p.m.

OPEN SESSION in S.H. Blake Memorial Auditorium at 6:31 p.m.

Committee of the Whole - Administrative Services Session

Chair: Councillor Mark Bentz

PRESENT:

Mayor Bill Mauro
Councillor Brian Hamilton
Councillor Aldo Ruberto
Councillor Peng You

OFFICIALS:

Krista Power, City Clerk
Katie Piché, Council & Committee Clerk

OFFICIALS - ELECTRONIC PARTICIPATION:

ELECTRONIC PARTICIPATION:

Councillor Albert Aiello
Councillor Mark Bentz
Councillor Shelby Ch'ng
Councillor Andrew Foulds
Councillor Cody Fraser
Councillor Trevor Giertuga
Councillor Rebecca Johnson
Councillor Brian McKinnon
Councillor Kristen Oliver

Norm Gale, City Manager
Patty Robinet, City Solicitor
Linda Evans, General Manager – Corporate Services
& Long Term Care & City Treasurer
Kerri Marshall, General Manager – Infrastructure &
Operations
Kelly Robertson, General Manager – Community
Services
Karen Lewis, General Manager – Development &
Emergency Services
Emma Westover, Director – Financial Services
Brad Loroff, Manager – Transit Services
Cynthia Olsen, Manager – Community Strategies

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - October 25, 2021 - Committee of the Whole

MOVED BY: Councillor Rebecca Johnson

SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to the October 25, 2021 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

ITEMS ARISING FROM CLOSED SESSION

Human Resources Matter

Confidential Memorandum from General Manager - Development & Emergency Services Karen Lewis, dated October 20, 2021 relative to the above noted was previously presented in Closed Session held earlier in the evening.

MOVED BY: Councillor Peng You
SECONDED BY: Councillor Andrew Foulds

WITH RESPECT to the Confidential Memorandum from General Manager – Development & Emergency Services Karen Lewis dated October 20, 2021, we recommend that Administration proceed as directed in Closed Session.

CARRIED

REPORTS OF COMMITTEES, BOARDS AND OUTSIDE AGENCIES

Community Communications Committee Minutes

Minutes of Meeting 02-2021 of the Community Communications Committee held on May 4, 2021, for information.

Inter-Governmental Affairs Committee Minutes

Minutes of Meeting 06-2021 of the Inter-Governmental Affairs Committee held on September 13, 2021, for information.

Police Services Board Minutes

Minutes of Meeting 14-2021 of the Thunder Bay Police Services Board held on June 15, 2021, for information.

REPORTS OF MUNICIPAL OFFICERS

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

Report R 134/2021 (Corporate Services & Long Term Care - Revenue) recommending the cancellation, reduction or refund of taxes totaling \$82,624.64

Confidential Memorandum from Manager - Billing & Collection Services Chantal Harris, dated October 8, 2021 relative to the above noted was distributed separately to Members of Council, General Manager - Corporate Services & Long Term Care, City Manager and City Solicitor only on Thursday, October 21, 2021.

MOVED BY: Councillor Rebecca Johnson
SECONDED BY: Councillor Albert Aiello

WITH RESPECT to Report R 134/2021 (Corporate Services & Long Term Care - Revenue), we recommend that the cancellation, reduction or refund of taxes totaling \$82,624.64 as outlined in the Report be approved;

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

CARRIED

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

Report R 135/2021 (Corporate Services & Long Term Care - Revenue) recommending approval of reduction and/or refund of property taxes, totaling \$76,824.16.

Confidential Memorandum from Manager - Billing & Collection Services Chantal Harris dated October 8, 2021 relative to the above noted was distributed separately to Members of Council, General Manager - Corporate Services & Long Term Care, City Manager and City Solicitor only on Thursday, October 21, 2021.

MOVED BY: Councillor Andrew Foulds
SECONDED BY: Councillor Aldo Ruberto

WITH RESPECT to Report R 135/2021 (Corporate Services & Long Term Care - Revenue), we recommend that the cancellation, reduction or refund of taxes totaling \$76,824.16 due to gross or manifest errors in the preparation of the assessment rolls as outlined in the Report be approved;

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

CARRIED

Police Capital Projects Reserve Fund

At the May 17, 2021 Committee of the Whole meeting, a Memorandum containing a motion from Mayor Bill Mauro dated April 22, 2021 was presented. A resolution was passed recommending that Administration report back to provide options for funding the reserve fund, including the use of annual positive variance, and defined disbursement options for the Police Capital Projects Reserve Fund on or before October 31, 2021.

Report R 133/2021 (Corporate Services & Long-Term Care - Financial Services) recommending the definition of use of funds for the Police Capital Projects Reserve Fund be updated to allow for capital requirements of Thunder Bay Police Services and that By-law 244-1994 be amended as detailed in this report.

MOVED BY: Mayor Bill Mauro
SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to Report R 133/2021 (Corporate Services & Long-Term Care – Financial Services), we recommend the definition of use of funds for the Police Capital Projects Reserve Fund be updated to allow for capital requirements of Thunder Bay Police Services;

AND THAT By-law 244-1994 be amended as detailed in this report.

Amendment - Police Capital Projects Reserve Fund

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

WITH RESPECT to the resolution relative to Police Capital Projects Reserve Fund, we recommend that the following be added after the first paragraph:

“AND THAT any year end surplus from the Thunder Bay Police Service budget be automatically redirected to the general Police Capital Reserve Fund going forward.”

LOST

Police Capital Projects Reserve Fund

MOVED BY: Mayor Bill Mauro
SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to Report R 133/2021 (Corporate Services & Long-Term Care – Financial Services), we recommend the definition of use of funds for the Police Capital Projects Reserve Fund be updated to allow for capital requirements of Thunder Bay Police Services;

AND THAT By-law 244-1994 be amended as detailed in this report.

CARRIED

2021 Budget Variance Report #3

Report R 126/2021 (Corporate Services & Long Term Care - Financial Services) providing projections to City Council of the City's financial position to year-end was distributed separately on Thursday, October 21, 2021, for information.

Transit Service Update

At the September 14, 2020 Committee of the Whole meeting Report R 107/2020 (Community Services – Transit Services) was presented. A resolution was passed recommending that Administration report back on or before April 30, 2021 to provide more information on the benefit, viability and feasibility of implementing future micro transit options or other service adjustment options that may be warranted at that time.

At the April 12, 2021 Committee of the Whole meeting, a Memorandum from Manager - Transit Services Brad Loroff advising that an update relative to the above noted will now be provided on or before October 31, 2021.

Report R 141/2021 (Community Services - Transit Services) providing information and an update on Thunder Bay Transit's ridership and service impacts which have resulted because of the COVID-19 pandemic and provincial stay-at-home orders over the last 18 months, for information.

Council Appointment & Committee Review

Report R 100/2021 (City Manager's Office - Office of the City Clerk) recommending that the changes outlined in the report be approved to reduce the number of appointments of Members of Council to Committees of Council and outside boards.

MOVED BY: Mayor Bill Mauro
SECONDED BY: Councillor Rebecca Johnson

WITH RESPECT to Report R 100/2021 (City Manager's Office – Office of the City Clerk), we recommend that the changes outlined in the report be approved to reduce the number of appointments of Members of Council to Committees of Council and outside boards;

AND THAT the changes be effective at the inaugural meeting for the 2022-2026 City Council;

AND THAT the necessary Terms of References be updated and presented to Council for approval to reflect the changes in committee composition;

AND THAT the changes relating to withdrawal of City Council representation be communicated with external boards by the Office of the City Clerk;

AND THAT Corporate Policy 08-01-01 Council & Citizen Appointments to Boards and Committees, appended to this report, be approved;

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

CARRIED

PETITIONS AND COMMUNICATIONS

2022 Pre-Budget Community Engagement Summary Report

Memorandum from Director - Financial Services Emma Westover, dated September 9, 2021 relative to the above noted, for information.

Confidential Memorandum from Director - Financial Services Emma Westover, dated September 9, 2021 relative to the above noted, for information was distributed separately to Members of Council, City Manager, City Solicitor and General Manager - Corporate Services & Long Term Care only.

Heritage Tax Incentive Program

Memorandum from Chair - Heritage Advisory Committee Andrew Cotter, dated October 13, 2021, containing a recommendation relative to the above noted.

MOVED BY: Councillor Rebecca Johnson
SECONDED BY: Councillor Brian Hamilton

WITH RESPECT to the Memorandum from Andrew Cotter, Chair – Heritage Advisory Committee, dated October 13, 2021, relative to Heritage Tax Incentive Program, we recommend that Administration be directed to complete a report outlining the options available and costs associated with developing and implementing a Heritage Tax Incentive Program for heritage property owners;

AND THAT Administration report back on or before April 25, 2022;

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

CARRIED

Rainbow Collective Deputation Response

At the June 28, 2021 Committee of the Whole meeting, a resolution was passed directing Administration to report back on the following: mandatory training on gender and sexual diversity and Inclusion for Members of Council, Administration and Committees of Council; implementing the use of pronouns for Members of Council and staff, through email signatures and name tags; implementing the use of expanded gender marker selection on all community engagements, surveys

and forms be referred back to Administration for review and to determine the feasibility of introducing the concepts within the Corporation and that Administration report back on or before October 31, 2021.

Memorandum from City Manager Norm Gale, dated October 18, 2021 relative to the above noted, for information.

Support for Vulnerable Populations

Memorandum from City Manager Norm Gale relative to the above noted, for information was distributed separately on Thursday, October 21, 2021.

Outstanding Item: Fireworks Bylaw Proposed Amendment

At the July 20, 2020 Committee of the Whole meeting, a resolution was passed directing Administration to report back before November 23, 2020 with information and options on potential changes that may include decreased dates established for the setting off of fireworks and the potential of increased support from By-law enforcement to respond to noise complaints relating to fireworks and the ability for the City to enforce a decibel level for the sale of fireworks and accompanying displays.

At the November 16, 2020 Committee of the Whole meeting, Memorandums from Doug Vincent and Councillor Aldo Ruberto relative to amendments to the Firework By-law were presented. A resolution was passed for Administration to report back by May 31, 2021 for further review and consultation.

At the June 14, 2021 Committee of the Whole meeting, Report R 87/2021 was presented recommending a comprehensive update to the City's firework by-law and that it be presented on or before October 31, 2021.

Memorandum from Manager - Licensing & Enforcement Doug Vincent dated October 25, 2021 relative to Outstanding Item 2020-031-DEV - Fireworks By-law Proposed Amendment, containing a recommendation relative to the above noted.

MOVED BY: Councillor Aldo Ruberto
SECONDED BY: Councillor Kristen Oliver

WITH RESPECT to the Memorandum from Manager – Licensing & Enforcement Doug Vincent, dated October 25, 2021, we recommend that the report back date relating to Outstanding Item 2020-031-DEV – Fireworks Bylaw Proposed Amendment be changed from October 31, 2021 to November 22, 2021.

CARRIED

OUTSTANDING ITEMS

Outstanding List for Administrative Services as of October 12, 2021

Memorandum from City Clerk Krista Power, dated October 12, 2021 providing the Administrative Services Outstanding Items List, for information.

NEW BUSINESS

Establishment of Closed Session – November 1, 2021

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

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

THAT a Committee of the Whole – Closed Session meeting be scheduled for Monday, November 1, 2021 at 4:30 p.m. in order to receive information relative to personal matters about an identifiable individual, including municipal or local board employees; a proposed or pending acquisition or disposition of land by the municipality or local board; and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

ADJOURNMENT

The meeting adjourned at 9:12 p.m.

Memorandum

Corporate By-law Number BL 79/2021

TO: Office of the City Clerk **FILE:**

FROM: Matt Szybalski,
City Manager's Office – Archives, Records & Privacy

DATE: 10/20/2021

SUBJECT: BL 79/2021 - Records Authority Schedule By-law

MEETING DATE: City Council - 11/08/2021 (mm/dd/yyyy)

By-law Description: A By-law to Adopt Records Authority Schedules for the City Manager's Office; the Community Services Department; the Corporate Services and Long Term Care Department; the Development and Emergency Services Department; the Infrastructure and Operations Department; the Mayor and Council; Thunder Bay Police Services; Tbaytel; Outside Boards; and TOMRMS

Authorization: Report No. 1996.073 (Office of the City Clerk) - Committee of the Whole - March 25, 1996.

By-law Explanation: The purpose of this by-law is to pass records authority schedules.

Schedules and Attachments: attached separately

- Schedule "A" City Manager's Office
- Schedule "B" Community Services Department
- Schedule "C" Corporate Services & Long Term Care Department
- Schedule "D" Development & Emergency Services Department
- Schedule "E" Infrastructure & Operations Department
- Schedule "F" Mayor and Council
- Schedule "G" Thunder Bay Police Services
- Schedule "H" Tbaytel
- Schedule "I" Outside Boards
- Schedule "J" TOMRMS (The Ontario Municipal Records Management System)

Amended/Repealed By-law Number(s):



THE CORPORATION OF THE CITY OF THUNDER BAY
BY-LAW NUMBER BL 79/2021

A By-law to Adopt Records Authority Schedules for the City Manager's Office; the Community Services Department; the Corporate Services and Long Term Care Department; the Development and Emergency Services Department; the Infrastructure and Operations Department; the Mayor and Council; Thunder Bay Police Services; Tbaytel; Outside Boards; and TOMRMS

Recitals

1. Subsection 254(1) and Section 255 of the Municipal Act, 2001 provides that municipalities or local boards thereof, as defined in the Municipal Act, 2001 except a school board, shall not destroy any of its receipts, vouchers, instruments, rolls or other documents, records and papers except after having obtained the approval of the Ministry of Municipal Affairs or in accordance with a by-law passed by the municipality and approved by the Auditor of the municipality establishing schedules of retention periods during which such documents must be kept by the municipality or local board.
2. Where a by-law has been passed under the above noted authority, copies of the document(s) may be destroyed at any time if the original is subject to a retention period within one of the schedules established by the by-law.
3. By-law Number 60-1996 of the Corporation was enacted under the authority Subsection 254(1) and Section 255 of the Municipal Act, 2001.
4. By-law Number 60-1996 contains provisions generally applicable to records of the Corporation, and contemplates the enactment of further by-laws dealing with specific categories of records to which By-law Number 60-1996 will apply unless further such by-laws specifically provide otherwise.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF THUNDER BAY ENACTS AS FOLLOWS:

1. Subject to the provisions of By-law Number 60-1996, the retention periods and other regulations in the following schedules hereto shall apply to the records referred to therein.

Schedule "A" City Manager's Office

Schedule "B" Community Services Department

Schedule "C" Corporate Services & Long Term Care Department

Schedule "D" Development & Emergency Services Department

Schedule "E" Infrastructure & Operations Department

Schedule “F” Mayor and Council

Schedule “G” Thunder Bay Police Services

Schedule “H” Tbaytel

Schedule “I” Outside Boards

This Schedule includes the records of the Community Auditorium, Community Economic Development Commission, Community Housing, the Thunder Bay Police Services Board and Victoriaville Management & Leasing.

Schedule “J” TOMRMS (The Ontario Municipal Records Management System)

2. By-law Number 077 -2018 is repealed.
3. The retention periods contained in the attached Schedules shall commence with either the year of the record series or with the activity date established by any condition which applies to the record series.
4. This By-law shall come into force and take effect upon the final approval of the City Auditor.

Enacted and passed this 8th day of November, A.D. 2021 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

Bill Mauro

Mayor

Krista Power

City Clerk

MEETING DATE 11/08/2021 (mm/dd/yyyy)

SUBJECT By-law Resolution

SUMMARY

By-law 81/2021 - A By-law to amend By-law BL 76/2021 - Being a by-law to establish an Emergency Management Program and Emergency Plan. (Distributed Separately)

By-law Resolution - November 8, 2021 - City Council

RECOMMENDATION

THAT the following By-laws be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

1. A By-law to Adopt Records Authority Schedules for the City Manager's Office; the Community Services Department; the Corporate Services and Long Term Care Department; the Development and Emergency Services Department; the Infrastructure and Operations Department; the Mayor and Council; Thunder Bay Police Services; Tbaytel; Outside Boards; and TOMRMS

By-law Number: BL 79/2021

2. A By-law to amend By-law BL 76/2021 - Being a by-law to establish an Emergency Management Program and Emergency Plan.

By-law Number: BL 81/2021

MEETING DATE 11/08/2021 (mm/dd/yyyy)

SUBJECT Notice of Motion to Rescind – Report 112/2021 Work Life Initiatives - Policy

SUMMARY

At the August 23, 2021 Committee of the Whole meeting, Report R 112/2021 (City Manager's Office – Human Resources and Corporate Safety) was presented relative to Work Life Initiatives - Policy and Administration was directed to begin a pilot work from home program, information on the pilot would be brought forward to Council in June of 2022.

Memorandum from Councillor Aldo Ruberto, dated October 29, 2021 requesting that a Notice of Motion be introduced at the November 8, 2021 City Council meeting, for debate at the November 22, 2021 City Council meeting.

RECOMMENDATION

WITH RESPECT to Report R 112/2021 (City Manager's Office – Human Resources & Corporate Safety) we recommend that the amended Work Life Initiatives Policy, appended to this report, be approved;

AND THAT Administration provide an update on or before June 27, 2022 on the rollout of the pilot Work from Home program including any financial impacts, number of staff involved, and overall cost benefit;

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

ATTACHMENTS

1 Memorandum from Councillor Aldo Ruberto - Notice of Motion

Memorandum

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

TO: Krista Power, City Clerk

FROM: Councillor Aldo Ruberto

DATE: October 29, 2021

SUBJECT: Notice of Motion to Rescind –Report 112/2021 (City Manager's Office – Human Resources and Corporate Safety) – November 8, 2021

In accordance with the procedural rules of City Council (By-law 51/2021), please present a Notice of Motion to Rescind the direction approved via Report R 112/2021 relative to the Work Life Initiatives Policy for introduction at the November 8, 2021 City Council meeting and to be brought forward for debate at the November 22, 2021 City Council meeting.

Report 112/2021 (City Manager's Office – Human Resources and Corporate Safety), approved at Committee of the Whole on August 23, 2021, and ratified by City Council on September 13, 2021, authorized the Human Resources and Corporate Safety Division to begin a pilot work from home program, information on the pilot would be brought forward to Council in June of 2022.

WITH RESPECT to Report R 112/2021 (City Manager's Office – Human Resources & Corporate Safety) we recommend that the amended Work Life Initiatives Policy, appended to this report, be approved;

AND THAT Administration provide an update on or before June 27, 2022 on the rollout of the pilot Work from Home program including any financial impacts, number of staff involved, and overall cost benefit;

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

The purpose of this Notice of Motion to Rescind is to cancel the direction above relative to Report 112/2021. This includes the decision to proceed with a work from home pilot program which would not provide an opportunity for staff to work from home unless there are health and safety implications in the workplace or an accommodation is required under the AODA.

The City Manager recently shared information relative to staff returning to the office and it is my view that the process is too slow and that staff at home are not as productive or customer focused as those in the workplace. I am also of the opinion that the business sector is suffering because a

large portion of the workforce is not in the workplace. Staff are not visiting local businesses as they were pre-pandemic for coffee, lunches and shopping in the same measure.

It is my view that we are on the tail end of this pandemic, the city has adopted a mandatory vaccination disclosure policy and testing is underway for those who have not disclosed their status, the provincial government is loosening restrictions, and it is time to return all staff to the workplace. Staff should have been preparing for this return to work for the past several months and there should be no further delay.

Memorandum

Corporate By-law Number BL 78/2021

TO: Office of the City Clerk **FILE:**

FROM: Linda Crago
City Manager's Office - Office of the City Clerk

DATE: 10/19/2021

SUBJECT: BL 78/2021 - Confirming By-law - November 8, 2021.

MEETING DATE: City Council - 11/08/2021 (mm/dd/yyyy)

By-law Description: A By-law to confirm the proceedings of a meeting of Council, this 8th day of November, 2021.

Authorization: Committee of the Whole - 2003/02/24

By-law Explanation: To confirm the proceedings and each motion, resolution and other action passed or taken by the Council at this meeting is, except where prior approval of the Ontario Land Tribunal required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

Schedules and Attachments:

Amended/Repealed By-law Number(s):



THE CORPORATION OF THE CITY OF THUNDER BAY
BY-LAW NUMBER BL 78/2021

A By-law to confirm the proceedings of a meeting of Council,
this 8th day of November, 2021.

Recitals

1. Subsection 5(1) of the Municipal Act, 2001, S.O. 2001 c. 25, as amended, provides that the powers of a municipal corporation are exercised by its Council. Subsection 5(3) provides that those powers are to be exercised by by-law.
2. Council considers it appropriate to confirm and adopt its proceedings at this meeting by by-law.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF
THUNDER BAY ENACTS AS FOLLOWS:

1. The actions of the Council at the following meeting:

8th day of November, 2021 OPEN SESSION, CITY COUNCIL MEETING

and each motion, resolution and other action passed or taken by the Council at that meeting is, except where prior approval of the Ontario Land Tribunal is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

2. The Mayor and the proper officials of The Corporation of the City of Thunder Bay are authorized and directed to do all things necessary to give effect to the actions of the Council referred to in Section 1 of this By-law. In addition, the Clerk is authorized and directed to affix the corporate seal to any documents which require it.
3. This By-law shall come into force on the date it is passed.

Enacted and passed this 8th day of November, A.D. 2021 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

Bill Mauro

Mayor

Krista Power

City Clerk

MEETING DATE 11/08/2021 (mm/dd/yyyy)

SUBJECT Confirming By-law Resolution - November 8, 2021- City Council

SUMMARY

Confirming By-law Resolution - November 8, 2021 - City Council

RECOMMENDATION

THAT the following By-law be introduced, read, dealt with individually, engrossed, signed by the Mayor and Clerk, sealed and numbered:

1. A By-law to confirm the proceedings of a meeting of Council, this 8th day of November, 2021.

By-law Number: BL 78/2021