



AGENDA MATERIAL

COMMITTEE OF THE WHOLE

MEETING DATE: MONDAY, JANUARY 17, 2022

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

TIME: 6:30 P.M.



MEETING: Committee of the Whole

DATE: Monday, January 17, 2022

Reference No. COW - 5/53

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

Committee of the Whole - Closed Session

Chair: Councillor Aldo Ruberto

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

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

Committee of the Whole – Planning Services Session

Chair: Councillor A. Ruberto

DISCLOSURES OF INTEREST

CONFIRMATION OF AGENDA

Confirmation of Agenda - January 17, 2022 - Committee of the Whole **(Page 4)**

WITH RESPECT to the January 17, 2022 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

DEPUTATIONS

Official Plan - Partial Servicing and Advanced Wastewater Treatment for Subdivisions

At the November 15, 2021 Committee of the Whole meeting, Manager, Environmental Health Programs – Thunder Bay District Health Unit Lee Sieswerda provided a deputation relative to the above noted and a resolution was passed recommending that the contents of the deputation be referred to Administration to review the planned development of partially-serviced subdivisions. Administration was directed to work in consultation with the Thunder Bay District Health Unit and Lakehead Region Conservation Authority, to review implications to and other options which may be available including advanced treatment systems and to report back by February 14, 2022.

Deputation request received from Stefan Huzan requesting to appear before Committee relative to the above noted. **(Pages 5 – 6)**

ITEMS ARISING FROM CLOSED SESSION

REPORTS OF COMMITTEES, BOARDS AND OUTSIDE AGENCIES

Heritage Advisory Committee Minutes

Minutes of Meeting 10-2021 of the Heritage Advisory Committee held on November 23, 2021, for information. **(Pages 7 – 11)**

REPORTS OF MUNICIPAL OFFICERS

Amend Draft Approval of a Plan of Condominium - 1622 W. Francis Street

Report No. R 7/2022 (Development & Emergency Services - Planning Services) recommending that the request to extend draft plan approval for a Condominium Conversion of a 4 unit apartment dwelling at 1622 W. Francis Street, for a period of 2 years ending on February 28, 2024, be approved. **(Pages 12 – 19)**

WITH RESPECT to Report R 7/2022 (Development & Emergency Services - Planning Services), we recommend that the request by 1490400 Ontario Ltd. to extend draft plan approval for a Condominium Conversion (58CDM-16503), of a four unit apartment dwelling on Registered Plan W219, Block 17, Lots 1 and 2, 1622 W. Francis Street, for a period of two years ending on February 28, 2024; be approved;

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

ALL as contained in Report R 7/2022 (Planning Services), as submitted by the Development & Emergency Services Department.

PETITIONS AND COMMUNICATIONS

Council Endorsement of Tiny Homes Project

Memorandum from Councillor Aldo Ruberto, dated December 17, 2021 containing a motion recommending that Council support, in principle, the Tiny Homes Thunder Bay initiative. **(Pages 20 – 21)**

WITH RESPECT to the Memorandum from Councillor Aldo Ruberto dated December 21, 2021, we recommend that Council support, in principle, the Tiny Homes Thunder Bay initiative;

AND THAT Administration continue to work with the Tiny Homes Thunder Bay Steering Committee within current policies and authority and advise City Council should their approval be required for associated work on this file;

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

OUTSTANDING ITEMS

Outstanding List for Planning Services as of January 4, 2022

Memorandum from City Clerk Krista Power, dated January 4, 2022 providing the Planning Services Outstanding Items List, for information. **(Pages 22 – 24)**

NEW BUSINESS

ADJOURNMENT



MEETING DATE 01/17/2022 (mm/dd/yyyy)

SUBJECT Confirmation of Agenda

SUMMARY

Confirmation of Agenda - January 17, 2022 - Committee of the Whole

RECOMMENDATION

WITH RESPECT to the January 17, 2022 Committee of the Whole meeting, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

MEETING DATE 01/17/2022 (mm/dd/yyyy)

SUBJECT Official Plan - Partial Servicing and Advanced Wastewater Treatment for Subdivisions

SUMMARY

At the November 15, 2021 Committee of the Whole meeting, Manager, Environmental Health Programs – Thunder Bay District Health Unit Lee Sieswerda provided a deputation relative to the above noted and a resolution was passed recommending that the contents of the deputation be referred to Administration to review the planned development of partially-serviced subdivisions. Administration was directed to work in consultation with the Thunder Bay District Health Unit and Lakehead Region Conservation Authority, to review implications to and other options which may be available including advanced treatment systems and to report back by February 14, 2022.

Deputation request received from Stefan Huzan requesting to appear before Committee relative to the above noted.

ATTACHMENTS

Deputation Request - Stefan Huzan

Hello,

Please note the following response to Speak to City Council has been submitted at Saturday November 20th 2021 1:11 PM with reference number 2021-11-20-399.

- **Please state what agenda item you would like to speak about:**
n/a
- **If you would like to speak to City Council about another topic not associated with an agenda item, please state topic here (if applicable):**
Nov 15, 2021 - Deputation by L. Siewewrda of TBDHU and associated Council Resolution
- **What are you requesting from Council?**
other: That housing developers be added to the list of parties to be consulted as part of the Planning Division process of preparing a report for Council.
- **If other:**
Direct Planning to invite residential land Developers to participate in report discussion and preparation.
- **Have you already been in contact with City Administration in regards to the subject matter of your deputation request?**
No
- **Please select the date of the meeting:**
Committee of the Whole - Monday, December 6th
- **Please choose**
Deputant
- **First name:**
Stefan
- **Last name:**
HUZAN
- **Email:**
northernplanning@tbaytel.net
- **Phone:**
(807) 767-2458
- **Organization you represent: (optional)**
Various residential developers of Thunder Bay

MEETING DATE 01/17/2022 (mm/dd/yyyy)

SUBJECT Heritage Advisory Committee Minutes

SUMMARY

Minutes of Meeting 10-2021 of the Heritage Advisory Committee held on November 23, 2021, for information.

ATTACHMENTS

Heritage Advisory Committee Minutes

DATE: THURSDAY, NOVEMBER 23, 2021 **MEETING NO. 10-2021**

TIME: 5:05 P.M.

PLACE: VIA MS TEAMS

VICE CHAIR: DOUGLAS YAHN

MEMBERS – ELECTRONIC PARTICIPATION:

Jennifer Bonazzo
Kimberly Costa
Jacob O'Neill
Diana Pallen
Heidi Strobl
Douglas Yahn, Vice Chair

OFFICIALS – ELECTRONIC PARTICIPATION:

Matt Szybalski, Manager – Archives, Records & Privacy
Katie Piché, Council & Committee Clerk
Leanne Lavoie, Council & Committee Clerk

RESOURCE PERSONS – ELECTRONIC PARTICIPATION:

Laurie Abthorpe, Heritage Researcher
Jamie Kirychuk, Planner II
Decio Lopes, Senior Planner

GUESTS – ELECTRONIC PARTICIPATION:

Meg and Jacob Vander Ploeg, 405 Selkirk Street South
Iain Angus, Friends of Chippewa
Donna Gilhooly, Friends of Chippewa
Bonnie McNulty, Friends of Chippewa

1.0 LAND ACKNOWLEDGEMENT

The Vice Chair, Douglas Yahn, 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

3.0 AGENDA APPROVAL

MOVED BY: Diana Pallen
SECONDED BY: Jennifer Bonazzo

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

CARRIED

4.0 POTENTIAL ADDITIONS TO HERITAGE REGISTER

Heritage Researcher Laurie Abthorpe provided a PowerPoint presentation relative to the City of Thunder Bay Heritage Register and the following potential additions to the Register:

- Doctor's Cottage – 281 Ray Court
- Young Residence (Selkirk Manor) – 405 Selkirk Street South
- McKellar (Donald) Residence – 910 Ridgeway Street East
- McKellar (Katie) Residence – 410 Vickers Street South

Manager – Archives, Records & Privacy Matt Szybalski, Laurie Abthorpe and the Chair responded to questions from Meg and Jacob Vander Ploeg, owners of Young Residence (Selkirk Manor), 405 Selkirk Street South.

5.0 PRESENTATIONS

5.1 Chippewa Park Carousel

Document relative to the above-noted distributed separately on Wednesday, November 24, 2021.

Co-Chair Donna Gilhooly, Friends of Chippewa Park, provided a PowerPoint presentation relative to Chippewa Park Carousel project update, including the following:

- Key heritage decisions have been made regarding centre column panels, chariots, carvings, jewels, organ façade, Eli engine, and rounding board rope trim.
- Over 2,000 functioning and non-functioning items have been photographed for a comprehensive archival record.
- Restoration surprises included elements that may require engineering design and approval by TSSA.
- Difficulties included sourcing unique elements such as the jewels, and securing specialized service for some of the work.
- Next steps include fundraising, further restoration, upgrading the electrical system, and constructing two new wheel chair accessible chariots.

Donna Gilhooly, Bonnie McNulty and Iain Angus responded to questions.

There was discussion relative to the potential for adding the Chippewa Park Pavilion to the City of Thunder Bay Heritage Register.

6.0 CONFIRMATION OF PREVIOUS MINUTES

The Minutes of the Heritage Advisory Committee Meeting 09-2021 held on October 28, 2021 to be confirmed.

MOVED BY: Diana Pallen
SECONDED BY: Heidi Strobl

THAT the Minutes of Meeting 09-2021 held on October 28, 2021 be confirmed.

CARRIED

7.0 ZONING BY-LAW PRESENTATION

Planner II Jamie Kirychuk provided a PowerPoint presentation relative to the City of Thunder Bay's proposed new Zoning By-law. The draft by-law was completed in October 2021, public engagement will occur throughout fall and winter, and a second draft of the by-law will be presented for City Council's consideration in March 2022.

Key changes to the by-law include:

- More flexibility for locating business
- More inclusive approach to housing, including backyard homes, care homes and shared homes
- Updated parking standards
- Environment protection
- More focus on building massing and location, including urban residential building height minimums, variable facade projections on low density residential, and maximum front and exterior side setbacks
- Less focus on defining specific terms
- Better layout
- Helpful diagrams

Jamie Kirychuk and Senior Planner Decio Lopes responded to questions.

There was discussion relative to the impact to heritage neighbourhoods.

During discussion of the above-noted item, quorum was lost at 6:47 p.m.

8.0 NEXT MEETING DATE

The next meeting is scheduled for Thursday, December 16, 2021 at 5:00 p.m. via MS Teams.

9.0 ADJOURNMENT

The meeting was adjourned at 6:47 p.m.

Corporate Report

DEPARTMENT/ DIVISION	Development & Emergency Services - Planning Services	REPORT	R 7/2022
DATE PREPARED	12/16/2021	FILE NO.	58CDM-14505
MEETING DATE	01/17/2022 (dd/mm/yyyy)		
SUBJECT	Amend Draft Approval of a Plan of Condominium - 1622 W. Francis Street – Request for Extension		

RECOMMENDATION

WITH RESPECT to Report R 7/2022 (Development & Emergency Services - Planning Services), we recommend that the request by 1490400 Ontario Ltd. to extend draft plan approval for a Condominium Conversion (58CDM-16503), of a four unit apartment dwelling on Registered Plan W219, Block 17, Lots 1 and 2, 1622 W. Francis Street, for a period of two years ending on February 28, 2024; be approved;

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

ALL as contained in Report R 7/2022 (Planning Services), as submitted by the Development & Emergency Services Department.

EXECUTIVE SUMMARY

The subject lands received Draft Plan Approval for a Condominium Conversion comprised of a four unit dwelling at 1622 W. Francis Street on February 27, 2017. That approval was valid for three years and was subsequently extended to February 22, 2022. The owner has acted on completing the conditions, however delays in the registration process require the extension of draft approval. The owner is requesting that an extension of two years be granted to allow for the completion of the conditions and to finalize the registration of the plan of condominium.

There have been no concerns expressed by the various commenting agencies. Administration recommends that Draft Plan Approval be extended for two years to permit the registration of the Plan of Condominium.

DISCUSSION

Description of Proposal

The owner, 1490400 Ontario Ltd., has applied to the City of Thunder Bay to extend the timeframe of draft approval for a Plan of Condominium to convert the existing 4 unit apartment dwelling for condominium tenure. The site is serviced with a piped municipal water supply and sanitary sewer.

Description of Subject Property and surrounding area

The subject property is located at the southeast corner of Neebing Avenue and West Francis Street. The property accommodates a two storey apartment dwelling built in 2012. Neebing Avenue is classified as an Arterial Road and West Francis Street is a Local Road.

Surrounding land uses are predominately low density residential uses. A park, school and multiple unit dwellings are located nearby.

Planning Services Division and Agency Comments

The proposed request to extend draft plan approval was circulated to the internal and external agencies who provided input to the establishment of the original conditions of draft plan approval. The agencies have reviewed the proposed extension request and do not have objections or require additional conditions.

The Official Plan discourages condominium conversions when the vacancy rate for all rental units, as determined by Canada Mortgage and Housing Corporation (CMHC), is less than 3.0%. The original Draft Approval for this conversion was granted in 2017 when the vacancy rate was greater than 3% and that continues to be the case. The Condominium Conversion also does not conflict with the current Official Plan's Housing Policies.

Section 51(32) of the *Planning Act* (the "Act") allows Council to set a time period, of not less than 3 years, for Draft Approval to lapse; originally February 28, 2020 and extended once to February 22, 2022. The Act permits extensions of the time period by Council prior to the approval lapsing. The time frame is intended to ensure that plans proceed from the draft approved stage to final approval in a reasonable timeframe. The Applicant has experienced delays due to the pandemic and requests two additional years to bring the condominium to registration. The Applicant anticipates that two years is more than enough time; but prefers to have ample time should there be any unforeseen delays in registration due to the on-going pandemic.

No concerns have been expressed by the various commenting agencies. The site has been developed in accordance with City standards through the Building Permit process. It is therefore recommended that Draft Plan Approval be granted for two years to allow the proposed Plan of Condominium to be finalized. For reference, the conditions of Draft Plan Approval outlined in Attachment "C".

Provincial Policy Statement

City Council must have regard for the Provincial Policy Statement when considering the approval of Plans of Condominium. It is suggested that this conversion is consistent with the Provincial Policy Statement as the proposal fits with the City's servicing plan and no upgrades to existing infrastructure would be required to service the development.

FINANCIAL IMPLICATIONS

It is expected that an increase in property assessment will result because of the condominium tenure.

BACKGROUND

In 2017, Draft Approval for a Condominium Conversion was granted (Report No. R23/2017). In 2020, a two year extension was granted (report No. R10/2010) and will expire on February 22, 2022.

CONCLUSION

The Planning Services Division and the other commenting agencies are satisfied with the condominium proposal, subject to the conditions set out in Attachment "C" to this Report and recommends that the extension of draft approval be granted to February 28, 2024.

REFERENCE MATERIAL ATTACHED

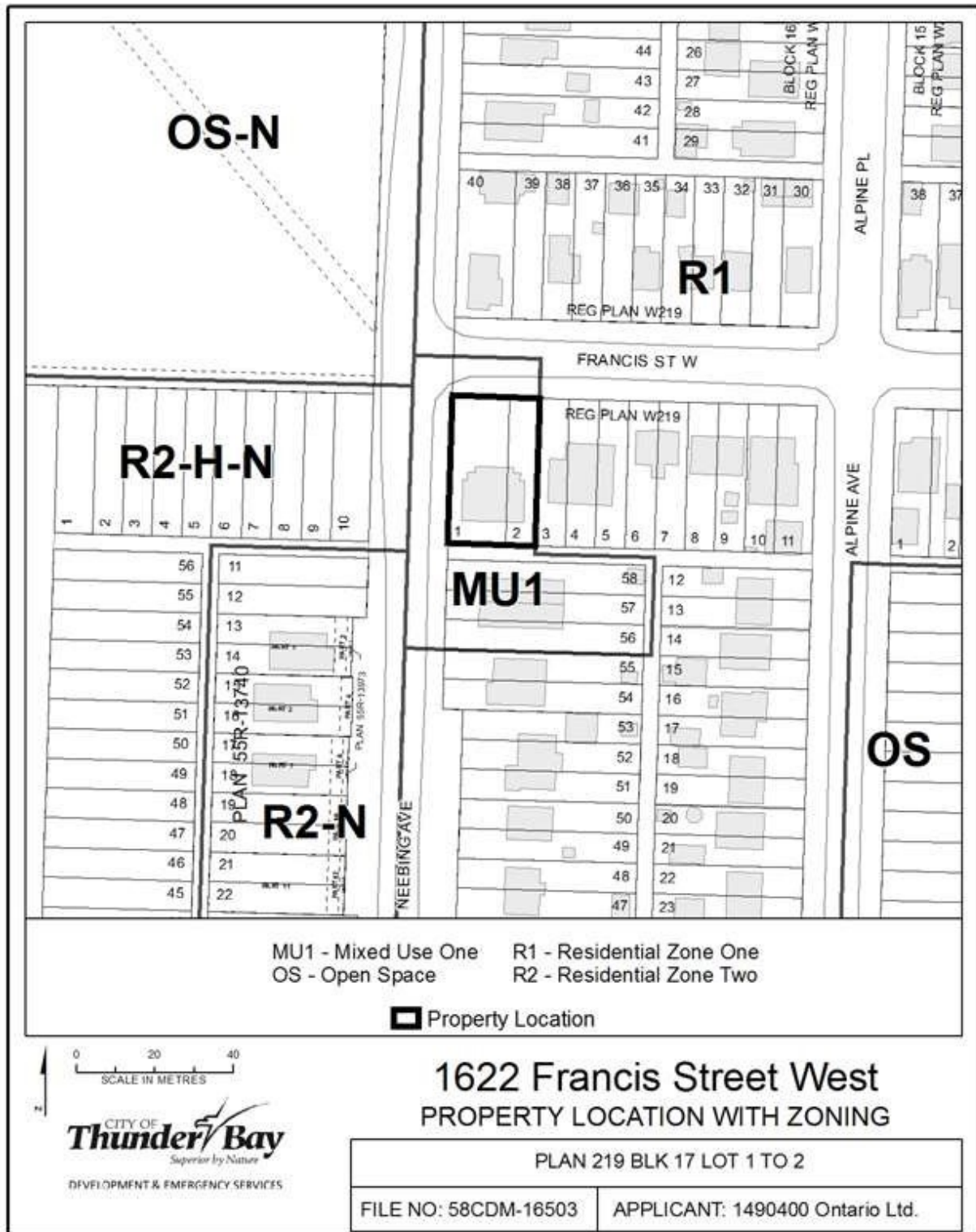
Attachment "A" - Property Location

Attachment "B" - Draft Plan of Condominium Level 1, 2, & Site

Attachment "C" - Draft Plan Approval Conditions for File 58CDM-16503

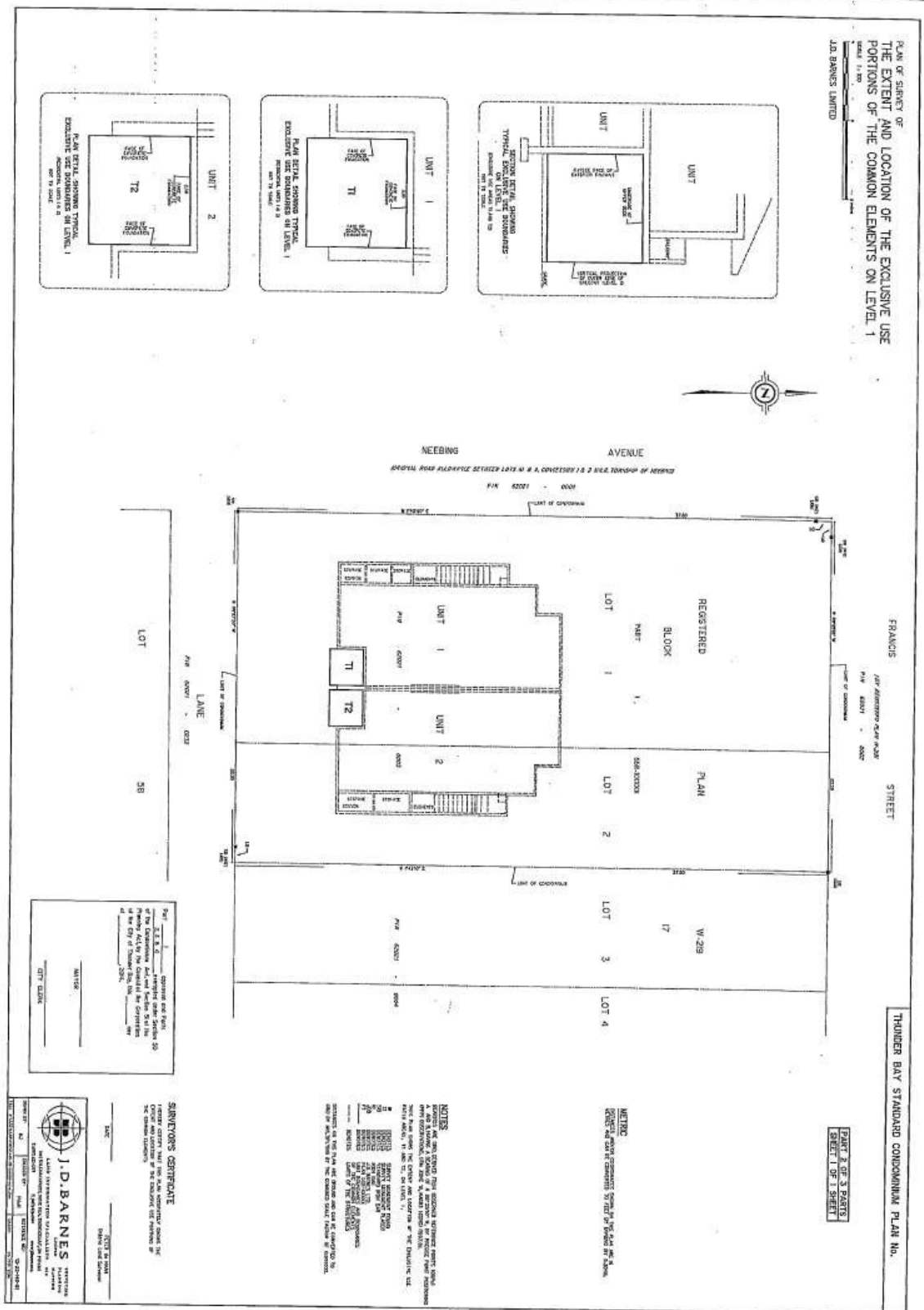
PREPARED BY: Decio Lopes, MCIP, RPP., Senior Planner

THIS REPORT SIGNED AND VERIFIED BY: (NAME OF GENERAL MANAGER) Karen Lewis, GM – Development & Emergency Services	DATE: January 10, 2022
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TITLE: Property Location			Date: January 2022
PREPARED BY DL	SCALE As Noted	FILE NO. 58CDM-16503	

SITE



TITLE: Draft Plan of Condominium			Date: January 2022
PREPARED BY DL	SCALE As Noted	FILE NO. 58CDM-16503	

ATTACHMENT C

Draft Plan Approval Conditions for File 58CDM-14505

1. The Owner provides updated plans prepared by an Ontario Land Surveyor.
2. The owner shall, as per Section 51.1 of the Planning Act and Section 22.12 of the City of Thunder Bay Official Plan, satisfy the Parks & Open Spaces Section with respect to the payment of cash in lieu of parkland fee prior to the final registration of the plan of condominium.
3. The owner shall provide a Statement of Building Condition to the satisfaction of the Chief Building Official completed by either a Professional Engineering or Architect as a condition of final approval.
4. The owner shall complete the landscaping, as shown on the Building Permit site plan, to the satisfaction of the Parks & Open Spaces Section.
5. Such easements as may be required for utility, fire access or drainage purposes, shall be granted to the appropriate authority and that the City is to be advised in writing how this condition has been satisfied.

MEETING DATE 01/17/2022 (mm/dd/yyyy)

SUBJECT Council Endorsement of Tiny Homes Project

SUMMARY

Memorandum from Councillor Aldo Ruberto, dated December 17, 2021 containing a motion recommending that Council support, in principle, the Tiny Homes Thunder Bay initiative.

RECOMMENDATION

WITH RESPECT to the Memorandum from Councillor Aldo Ruberto dated December 21, 2021, we recommend that Council support, in principle, the Tiny Homes Thunder Bay initiative;

AND THAT Administration continue to work with the Tiny Homes Thunder Bay Steering Committee within current policies and authority and advise City Council should their approval be required for associated work on this file;

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

ATTACHMENTS

Memorandum from Councillor Aldo Ruberto

Memorandum

TO: Dana Earle, Deputy City Clerk

FROM: Councillor Aldo Ruberto

DATE: December 17, 2021

SUBJECT: Council Endorsement of Tiny Homes Project
Committee of the Whole – January 17, 2022

On December 13, 2021, Council received a presentation from Tiny Homes Thunder Bay an initiative being led by the Lakehead Social Planning Council, Poverty Reduction Strategy and Matawa First Nations Management. At the time of the presentation, the working group made several requests of City Council including donation of land, support from city departments and overall support for the development of tiny homes in Thunder Bay.

I understand that through an application to the Community Partnership Fund grant program, the group may qualify for funding that would apply to the purchase of land and fees associated with building permits, fees and utility connections. Further, any planning applications and zoning changes are subject to approval by Council through presentation at City Council (Public Meeting) or Committee of Adjustment.

I would like Council to consider the following,

WITH RESPECT to the Memorandum from Councillor Aldo Ruberto dated December 21, 2021, we recommend that Council support, in principle, the Tiny Homes Thunder Bay initiative;

AND THAT Administration continue to work with the Tiny Homes Thunder Bay Steering Committee within current policies and authority and advise City Council should their approval be required for associated work on this file;

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

MEETING DATE 01/17/2022 (mm/dd/yyyy)

SUBJECT Outstanding List for Planning Services as of January 4, 2022

SUMMARY

Memorandum from City Clerk K. Power, dated January 4, 2022 providing the Planning Services Outstanding Items List, for information.

ATTACHMENTS

Memorandum from City Clerk Krista Power

Memorandum

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

TO: Mayor & Council

FROM: Krista Power, City Clerk

DATE: Tuesday, January 4, 2022

SUBJECT: Outstanding List for Planning Services Session as of January 4, 2022
Committee of the Whole – January 17, 2022

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

Reference Number	Department/Division	Outstanding Item Subject	Resolution Report Back Date	Revised Report Back Date
2018-010-DEV	Development & Emergency Services / Licensing & Enforcement	Sign By-law	No date included in referral resolution	May-16-2022
2020-024-DEV	Development & Emergency Services / Licensing & Enforcement	Request for Report – Development of a Nuisance By-law	Sep-28-2020	August-22-2022
2020-052-DEV	Development & Emergency Services / Thunder Bay Fire Rescue	TBFR Strategic Master Fire Plan (SMFP) - Implementation Plan	April-30-2022	June-20-2022
2021-103-DEV	Development & Emergency Services / Thunder Bay Fire and Rescue	Open Air Burning Policy	Nov-15-2021	Oct-22-2022
2021-104-DEV	Development & Emergency Services / Superior North EMS	Work Plan for Superior North EMS 2021-2030 Master Plan	Mar-14-2022	May-16-2022
2021-105-DEV	Development & Emergency Services	Ban Against Conversion Therapy	Mar-31-2022	May-16-2022
2021-107-DEV	Development & Emergency Services/Licensing & Enforcement	Reimagining the Yard Maintenance By-law	Dec-13-2021	June-20-2022

Reference Number	Department/Division	Outstanding Item Subject	Resolution Report Back Date	Revised Report Back Date
2021-109-DEV	Development & Emergency Services/Planning	Heritage Tax Incentive Program	Apr-25-2022	June-20-2022
2021-111-DEV	Development & Emergency Services	Poverty Reduction Strategy - Thunder Bay Living Wage Campaign	Jan-24-2022	Mar-21-2022
2021-112-DEV	Development & Emergency Services	Official Plan - Partial Servicing & Advanced Wastewater Treatment for Subdivisions	Feb-14-2022	May-16-2022
2021-114-DEV	Development & Emergency Services/Licensing & Enforcement	Fence Related Bylaws	Mar-28-2022	June-20-2022
2021-115-DEV	Development & Emergency Services/Licensing & Enforcement	Boulevard Policy/Obstruction Bylaw	Jun-27-2022	August-22-2022
2021-116-DEV	Development & Emergency Services/Licensing & Enforcement	Animal Bylaws	Dec-13-2021	June-20-2022
2021-117-DEV	Development & Emergency Services/Licensing & Enforcement	Vacant Buildings Bylaw	Dec-13-2021	June-20-2022
2021-118-DEV	Development & Emergency Services/Licensing & Enforcement	Property Standards & Yard Maintenance Bylaw	Dec-13-2021	June-20-2022
2021-119-DEV	Development & Emergency Services / Thunder Bay Fire and Rescue	Sacred and Ceremonial Burning Policy	Aug-22-2022	Oct-22-2022
2021-120-DEV	Development & Emergency Services/Planning	Strategic Core Areas Community Improvement Plan - Update	Dec-19-2022	Dec-19-2022
2022-100-DEV	Development & Emergency Services	Strategy Development for Reducing Homelessness and Poverty in Our Community	Jun-20-2022	August-22-2022

* Subject to ratification