



**Regular Meeting of Council
Council Chambers, 2nd Floor
City Hall**

**Meetings For The Week of
Tuesday, December 12, 2017**

Tuesday, December 12, 2017	5:15 p.m.	Council Education Session 5th Floor Boardroom
	6:30 p.m.	Regular Meeting of Council
Thursday, December 14, 2017	5:15 p.m.	Special Regular Meeting of Council

Regular Meeting of Council held Tuesday, December 12, 2017

Declaration of Pecuniary Interest and the General Nature Thereof:

Public Presentations:

John Patterson / Peggy Walsh Craig	re 2018 Green Agenda for City of North Bay
Team Brain Freeze	re Grey Water Toilet Systems Project

Public Meeting Minutes:

Friday, June 9, 2017
Tuesday, November 28, 2017
Monday, December 11, 2017

Committee Reports:

General Government Committee Report No. 2017-19
General Government Committee Report No. 2017-20
Community Services Committee Report No. 2017-19

Correspondence:

1. Zoning By-Law Amendment, Official Plan Amendment and Plan of Subdivision application by Kilgour Planning & Development Inc. on behalf of 1633091 Ontario Limited and 1633057 Ontario Limited - 500 Eloy Road (SIRE/D09/D12/D13/1633091/500ELOYRD).
2. Report from Beverley Hillier dated November 28, 2017 re Amendment to Plan of Condominium No. 46 (Algonquin Lofts) - 240 Algonquin Avenue (RMS/D07/2005/C&CPR/240ALGON).
3. Report from Shannon Saucier dated November 29, 2017 re Long-Term Borrowing for Capital Projects (SIRE/F08/2017/DEBEN/GENERAL).
4. Report from Pam McLellan, Paula McCloskey and Adam Lacombe dated December 4, 2017 re Request for Proposal 2017-94, West Link Pathway Environmental Assessment and Design (SIRE/F18/2017/TENDER/GENERAL).
5. Report from Erin Vaughan dated November 16, 2017 re 2017 Summer in the Park Financial Summary (SIRE/M02/2017/SPECI/SUMPARK).
6. Report from John Severino and David Euler dated December 4, 2017 re Downtown Waterfront Advisory Committee (Splash Pad) - Recommendations (SIRE/C06/2017/DTWMP/KINGSLANDING).

7. Report from Beverley Hillier dated December 5, 2017 re *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)* (SIRE/A09/2017/AODA/GENERAL).
8. Report from Shannon Saucier dated November 28, 2017 re 2016 Annual Report on Investment Activity (SIRE/F12/2016/INVEST/GENERAL).
9. Report from Laura Boissonneault dated December 1, 2017 re 2018 Operating Budget - Ontario Regulation 284/09 Disclosure (SIRE/F05/2018/OPEBU/GENERAL).
10. Report from Gerry McCrank dated December 6, 2017 re Project No. 3423RD - Seymour Street and Provincial Highways 11 and 17 Intersection Widening (SIRE/F18/2017/TENDER/GENERAL).
11. Report from John Severino dated December 1, 2017 re Heritage North Bay Funding Request - Canopy Repairs on the North Bay Area Museum (Historic CP Station) Building (SIRE/F11/2016/FUNDING/HERITAGE).
12. Report from Pam McLellan, David Jackowski and Remi Renaud dated December 5, 2017 re Request for Quotation 2017-93, Bus Barn Roof Replacement (SIRE/F18/2017/TENDER/GENERAL).

By-Laws for Consideration:

First, second and third readings:

By-Law No. 2017-75 to establish 2018 rates or charges for the supply of water and wastewater distribution for domestic, commercial and manufacturing use.

By-Law No. 2017-84, being a by-law to amend By-Law No. 2015-23 (to authorize User Fees for City departments).

By-Law No. 2017-85, being a by-law to amend the City of North Bay On-Street Parking By-Law No. 2014-37.

By-Law No. 2017-86, being a by-law to authorize the execution of an Agreement with The Toronto-Dominion Bank relating to a Long-Term Loan.

Motions:

Councillor Anthony

re *Fairness in Petroleum Products Pricing Act, 2017*

Councillor Bain

re Passenger Rail - Northern Ontario

Councillor King

re Arena Committee

Motion to Adjourn In-Camera:

In-Camera Correspondence:

13. ***Confidential*** report from Peter Leckie dated December 4, 2017 re Proposed disposition of land by the Municipality.
14. ***Confidential*** report from Peter Leckie and John Severino dated December 5, 2017 re Proposed disposition of land by the Municipality.

Closed Minutes:

Motion to Reconvene:

Motion for Reconsideration:

Giving Notice:

Confirmatory By-Law:

First, second and third readings:

By-Law No. 2017-83 to confirm proceedings of the Meeting of Council held on December 12, 2017.

Adjournment:

**Minutes of the Downtown Waterfront
Advisory Committee Meeting Held
Friday, June 9, 2017**

Present:

Mayor McDonald, Chair
Councillor King, Committee Member
Councillor Maroosis, Committee Member
Gary Gardiner, Committee Member
Tracey Restoule, Committee Member
Jay Aspin, Committee Member
Keith Robicheau, Chief Administrative Officer
David Euler, Managing Director Engineering, Environmental and Works
Adam Lacombe, Senior Capital Project Engineer
John Severino, Managing Director Community Services
Beverley Hillier, Manager of Planning Services

Regrets:

Jamie Lowery, Committee Member

Special Advisory Committee Chair, Mayor McDonald, called the meeting to order at 7:30 a.m.

1. Introductory Remarks: None
2. Adoption of Minutes:
 - The Minutes of June 2, 2017 were approved by the Committee.
3. Adoption of the Agenda:
 - The Agenda was adopted by the Committee.
4. (a) Official Plan Review
 - Review of the Official Plan occurs every 5 years and various studies are completed to support the review.
 - This is review expected to last 2-3 years.
- (b) Parks Plan
 - The Downtown waterfront Master Plan recommended the updating of the Parks Plan in follow-up to the Downtown Waterfront Master Plan.
 - Who does the Parks Plan Update?
 - This will be completed internally by staff.
 - How long will it take to update the Parks Plan?
 - This process could take up to 3 years.
- (c) Site Plan Control
 - The Downtown waterfront Master Plan recommended the updating of the Site Plan Control By-Law in follow-up to the Downtown Waterfront Master Plan.

- Is there any consideration to reviewing the Site Plan Control process around Trout Lake?
 - No. There are already determined site plan control rules around Trout Lake. We are also looking at doing an official plan review of Trout Lake.
- Is this where the Developer Liaison Advisory Committee (DLAC) comes in?
 - Yes. They would be included in a consultation process for any changes to the plan.
- In the Site Plan Control we run into problems where there is empty space around buildings so a building may be constructed with a window. There typically is an agreement in the process regulated by buildings. If someone is building a commercial space in a building is this covered by site plan control?
 - No. This would be covered by zoning. We can review this however it was not something we anticipate as a review item. This was not something brought up previously. If someone wanted to make a change then an application would be required.
- How do you look at environmentally sustainable communities in the site plan?
 - The urban design principles in the Downtown Waterfront Master Plan may come into play here. The commercial side is currently under review provincially.
- Concerns seem to be increasing, not decreasing. Am I correct?
 - Yes.

(d) Farmers' Market/Permanent Building Discussion

- There is potential for a mid-term cost effective solution for this group.
- The Chamber of Commerce indicated interest in this project and perhaps the Downtown Improvement Area is interested as well.
- The Farmer's Market location lease is up this year and we have both Stephanie and Mitch from the Farmer's Market here this morning.
- It would be helpful to complete consultation sessions with vendors over the summer months and ask them what they would like to see at the Farmer's Market.
- The Downtown Waterfront Advisory Committee cannot arbitrarily make a decision at this level regarding the Farmer's Market.
 - There are Farmer's Market models all over the world. What are the possible models? Are we looking at a private or public structure?
 - If we need money to put up a building, why not ask Invest North Bay? Is that a possibility?
 - Yes, we can ask them. We can ask the Chamber of Commerce, the Downtown Improvement Area, Vendors, Invest North Bay and the Province to name a few.

- We have a tremendous opportunity to grow the Farmer's Market. We need to research other models and determine what our model would look like.
 - Where is the lease at now? Is it short term?
 - The lease is with Heritage North Bay and we do not have the details of this contract.

The Committee took a brief recess from 8:20 a.m. to 8:25 a.m.

- (e) Downtown Development Handbook
- The Downtown Development Handbook was circulated to the committee last week. Are there any comments?
 - Comments may be provided by email and are requested within 1-2 weeks.
 - The Handbook will also be circulated internally through the various departments for feedback as well.
 - Is this information for potential Developers?
 - Yes. This information is specific to the downtown area and will be provided to Developers.

5. Status of Recommendations

- Beverly Hillier, John Severino, Keith Robicheau and Mayor McDonald met with the Downtown Improvement Area Executive and reviewed all 11 recommendations. Recommendations #11 and #12 have not yet been approved and will be taken to Council for approval.
 - What were the Rotary Club's parameters regarding the Splash Pad and its cost?
 - The Rotary Club has a number of dollars to commit to the project. Approximately \$500, 000.00 to \$600, 000.00. Their focus is on the splash pad and if it fits into the master plan, to also have an ice oval around. The Rotary Club wants to do a capital project for the City. They do not normally do operating costs. Their fundraising is for a splash park.
 - What is the difference between a splash park and a \$1,700,000.00 project and concept they are recommending?
 - The costs include the infrastructure to have year-round activities at the waterfront.
 - Can we have the Parking Strategy concurrent with the environmental assessment and traffic study?
 - There are short term items we can do now. The formal study will be initiated during the close of the traffic study.
 - There is a committee related to Recommendation #9?
 - We are trying to complete the addition of signage within existing budgets. Small enhancements are not ruled out. We are trying to identify what we can do now then look at short and medium goals.
 - Are we looking at adding the indigenous culture to the signage?

- The committee planned for wayfinding will include internal staff, the DIA, Tourism North Bay and we are planning to reach out to other groups like the North Bay Indian Friendship Centre, First Nations etc. for long term recommendations and changes to signage. These could be incorporated with the future. This is a part of the guiding principles.
- What better opportunity than updating the signage for the Chief Commanda with the Indigenous Culture.
- We also need to incorporate e-changes in the signage changes and include indigenous culture.
- Direct staff to incorporate the Parks Plan Update and the review of Site Plan Control policies and procedures in the Official Plan Review program and that they reflect the vision and guiding principles of the Downtown Waterfront Master Plan.

6. Reconvening of Committee

- That City Council agrees that the term of the Downtown Waterfront Advisory Committee (DWAC) be extended to November 28, 2017 to allow the review to be completed by the DWAC.

7. Next Meeting Date: At the Call of the Chair

Meeting adjourned at 9:10 a.m.

Mayor Al McDonald
Chair Special Advisory
Committee

Judy Bechard
Deputy City Clerk

**Minutes of Special Committee
Meeting of Council Held
Tuesday, November 28, 2017**

PRESENT: Mayor McDonald, Councillors Forgette, Shogren, Bain, Maroosis, Anthony, Vaillancourt, Serran, Mayne (5:30 p.m. to 6:27 p.m. and 7:32 p.m. to 7:45 p.m.).

STAFF PRESENT: J. Bechard, D. Euler, L. Janisse, M. Karpenko, K. McIsaac, S. Saucier, G. Saunders (5:30 p.m. to 6:27 p.m.), J. Severino, J. Whiteley (5:30 p.m. to 6:27 p.m.)

Mayor McDonald called the meeting to order at 5:30 p.m.

1. Items Discussed:
 - (i) City of North Bay Operating Budget.
 - (ii) North Bay Police Services Budget.
 - (iii) District of Nipissing Social Services Administration Board Budget.

Conflicts of Interest:

Councillor Forgette declared a conflict of interest in relation to the North Bay Police Service Budget as his spouse is employed by the North Bay Police Service.

Recess: 6:27 p.m. to 7:25 p.m.

Direction: Committee Report be brought forward to a Special Meeting of Council on December 14, 2017.

Meeting adjourned at 7:45 p.m.

Mayor Allan McDonald

City Clerk Karen McIsaac

**Minutes of the Regular Meeting
of City Council
Held Tuesday, November 28, 2017**

Present:

Mayor McDonald, Councillors Forgette, Shogren, Bain, Maroosis, Anthony, Vaillancourt, Serran, Mayne

Public Presentations:

Jason MacLennan	re Ontario Accord GIPA/MIPA
Andrea Lefebvre	re Lego Team 18925

Correspondence:

Robert Steele	re Rezoning application – 594 Hardy Street (414)
Miller & Urso Surveying Inc.	re Plan of Subdivision on behalf of 254623 Investment Limited/Millford Development Limited – Frank Court (415)
Jesse Shortt	re Rezoning application on behalf of Pinewood Park Drive Inc. – Pinewood Park Drive (unaddressed) (419)

Reports from Officers:

McIsaac, K.	re Appointment to the Municipal Accessibility Advisory Committee (425)
McLellan, P.	re Request for Proposal 2017-44, Ellendale Pumping Station Pump Replacement and Upgrades (418)
Pratte, K.	re Request for Proposal 2017-44, Ellendale Pumping Station Pump Replacement and Upgrades (418)
Robinson, D.	re Cancellation, Reduction, Refund or Increase of Taxes (416)
Robinson, D.	re Reduction, Cancellation or Refund of Taxes (417)
Severino, J.	re Special Arena Committee Recommendation (420)

Res. #2017-408: Moved by Councillor Mayne, seconded by Councillor Vaillancourt
That minutes for the public meetings held on:

- Wednesday, October 25, 2017
- Wednesday, November 1, 2017
- Thursday, November 9, 2017
- Monday, November 13, 2017
- Tuesday, November 14, 2017
- Wednesday, November 15, 2017; and
- Wednesday, November 22, 2017

be adopted as presented.

“Carried”

Res. #2017-409: Moved by Councillor Mayne, seconded by Councillor Serran
That Engineering and Works Committee Report No. 2017-03 relating to:

- 2018 Water and Wastewater Operating Budget

be adopted as presented.

"Carried"

Engineering and Works Committee Report No. 2017-03

November 28, 2017

To The Council
Of The Corporation
Of The City Of North Bay

Your Worship and Councillors:

The Engineering and Works Committee presents Report No. 2017-03 and recommends:

"That 1) Council approve the 2018 Water and Wastewater Operating Budget with an increase of 1.96%, as shown on Appendix "A" attached."

All of which is respectfully submitted.

Assents
Shogren
Serran
Mayor McDonald

Dissents

Appendix A
Water and Wastewater Operating Budget Summary
Budget Year: 2018
YTD End Date: November 2017
Execution Date: November 9, 2017

Wastewater System

	2016 Actuals	2017 Actuals YTD *	2017 Budget	2018 Council Review	Variance Increase/ (Decrease)	Change %
SANITARY SEWER DISTRIBUTION	(1,845,514)	(4,809,347)	7,289,002	7,703,054	414,052	5.68 %
SANITARY SEWER PLANT	1,845,514	1,627,802	1,828,648	1,885,479	56,831	3.11 %
Total Wastewater System:		(3,181,545)	9,117,650	9,588,533	470,883	5.16 %

Water System

	2016 Actuals	2017 Actuals YTD *	2017 Budget	2018 Council Review	Variance Increase/ (Decrease)	Change %
WATER DISTRIBUTION	(1,764,539)	(3,878,595)	10,208,370	10,116,578	(91,792)	-0.90 %
WATER PLANT	1,764,539	1,573,931	1,880,702	1,918,101	37,399	1.99 %
Total Water System:		(2,304,664)	12,089,072	12,034,679	(54,393)	-0.45 %

Water and Wastewater Total: **0** **(5,486,209)** **21,206,722** **21,623,212** **416,490** **1.96 %**

* Actuals subject to year-end adjustments and accrual
** Totals may vary slightly from computer generated budget reports due to rounding

Res. #2017-410: Moved by Councillor Forgette, seconded by Councillor Shogren
That General Government Committee Report No. 2017-12 relating to:

- On-Street Parking Permit Rates

be adopted as presented.

Councillor Serran declared a conflict of interest as the areas are within boundaries of his employer.

"Carried"

General Government Committee Report No. 2017-12

November 28, 2017

To The Council
Of The Corporation
Of The City Of North Bay

Your Worship and Councillors:

The General Government Committee presents Report No. 2017-12 and recommends:

"That 1) Council authorize the City Clerk to amend By-Law No. 2014-37, On-Street Parking Permit Rates, as outlined in Report to Council CORP 2017-87 dated September 29, 2017."

All of which is respectfully submitted.

Assents
Forgette
Shogren
Bain
Maroosis
Mayor McDonald

Dissents

Res. #2017-411: Moved by Councillor Forgette, seconded by Councillor Shogren
That General Government Committee Report No. 2017-13 relating to:

- User Fees – City Departments

be adopted as presented.

"Carried"

General Government Committee Report No. 2017-13

November 28, 2017

To The Council
Of The Corporation
Of The City Of North Bay

Your Worship and Councillors:

The General Government Committee presents Report No. 2017-13 and recommends:

"That 1) Council authorize the City Clerk to amend the User Fees charged by various City Departments (By-Law No. 2015-023, as amended), effective January 1, 2018, as outlined in Report to Council CORP 2017-78 dated October 7, 2017."

All of which is respectfully submitted.

Assents

Forgette
Shogren
Bain
Maroosis
Mayor McDonald

Dissents

Res. #2017-412: Moved by Councillor Forgette, seconded by Councillor Shogren
That General Government Committee Report No. 2017-14 relating to:

- 2018 Preliminary Water and Wastewater Calculated Rates

be adopted as presented.

"Carried"

General Government Committee Report No. 2017-14

November 28, 2017

To The Council
Of The Corporation
Of The City Of North Bay

Your Worship and Councillors:

The General Government Committee presents Report No. 2017-14 and recommends:

- "That 1) in accordance with Provincial Legislation and the City's Sustainable Financial Plan for Water and Wastewater Systems approved by Council, the current policy of recovering all Water and Wastewater operating, capital and financial costs from user rates be maintained;
- 2) the Water and Wastewater Calculated Rates, as per Appendix "A" attached to Report to Council CORP 2017-91, be approved by Council effective January 1st, 2018, and that a by-law be presented to Council for three (3) readings on December 12th, 2017; and
- 3) Council continue to support the residential low-flow toilet replacement rebate program, and maintain the per account limit at two (2) toilets until such time as the \$100,000 initial program funding is spent."

All of which is respectfully submitted.

Assents

Forgette
Shogren
Bain
Maroosis
Mayor McDonald

Dissents

Appendix A

2018 Water and Wastewater Rates

			50.0% Fixed
			50.0% Variable
Monthly Fixed Rate	2017 Approved	2018 Calculated at 50% Fixed, 50% Variable	Difference
Meter Size			
5/8X3/4	24.83	24.68	(0.15)
5/8 INCH	24.83	24.68	(0.15)
3/4 INCH	24.83	24.68	(0.15)
1 INCH	64.56	64.17	(0.39)
1.5 INCH	129.12	128.33	(0.79)
2 INCH	206.09	204.84	(1.25)
3 INCH	412.18	409.68	(2.50)
4 INCH	643.11	639.19	(3.92)
6 INCH	1,286.21	1,278.38	(7.83)
Water Filtration Surcharge			
Meter Size			
5/8X3/4	2.79	2.72	(0.07)
5/8 INCH	2.79	2.72	(0.07)
3/4 INCH	2.79	2.72	(0.07)
1 INCH	7.25	7.08	(0.17)
1.5 INCH	14.51	14.16	(0.35)
2 INCH	23.16	22.60	(0.56)
3 INCH	46.32	45.20	(1.12)
4 INCH	72.27	70.53	(1.74)
6 INCH	144.54	141.06	(3.48)
Variable Rate	1.27	1.36	0.09
Wastewater Surcharge	76.96%	81.33%	4.37%

Res. #2017-413: Moved by Councillor Vaillancourt, seconded by Councillor Anthony
That Community Services Committee Report No. 2017-18 relating to:

- Rezoning application by 1378697 Ontario Ltd. – 1823 McKeown Avenue

be adopted as presented.

“Carried”

Community Services Committee Report No. 2017-18

November 28, 2017

To The Council
Of The Corporation
Of The City Of North Bay

Your Worship and Councillors:

The Community Services Committee presents Report No. 2017-18 and recommends:

- “That 1) the proposed Zoning By-Law Amendment by Goodridge Goulet Planning & Surveying Ltd. on behalf of 1378697 Ontario Ltd. to rezone a property legally described in Appendix “A” to Report to Council CSBU 2017-17 dated November 1, 2017 from a “Residential Second Density (R2)” zone to a “Residential Multiple Second Density Special (RM2 Sp.)” zone be approved; and
- 2) the subject property be placed under Site Plan Control pursuant to Section 41 of the *Planning Act*, R.S.O., 1990, as amended.”

All of which is respectfully submitted.

Assents
Vaillancourt
Anthony
Mayor McDonald

Dissents

Res. #2017-414: Moved by Councillor Vaillancourt, seconded by Councillor Anthony
That the rezoning application by Robert Steele – 594 Hardy Street be received and referred to the Community Services Committee for a Public Meeting.

Councillor Bain declared a conflict of interest as he resides within the circulation area.

“Carried”

Res. #2017-415: Moved by Councillor Vaillancourt, seconded by Councillor Anthony
That the Plan of Subdivision application by Miller & Urso Surveying Inc. on behalf of 254623 Investment Limited/Millford Development Limited – Frank Court be received and referred to the Community Services Committee for a Public Meeting.

“Carried”

Res. #2017-416: Moved by Councillor Forgette, seconded by Councillor Shogren
That the tax appeal applications attached to Report to Council CORP 2017-108 be accepted and approved as recommended by the Municipal Property Assessment Corporation (MPAC) for the period set out on each application form and that the applicable taxes be cancelled, reduced, refunded or increased as authorized by Section 357/358/359 of the *Municipal Act*, S.O. 2001, c.25.

"Carried"

Res. #2017-417: Moved by Councillor Forgette, seconded by Councillor Shogren
That the tax appeal applications made under Section 357 (1)(d.1) of the *Municipal Act*, S.O. 2001, c.25 attached to Report to Council CORP 2017-109 to cancel, reduce or refund property taxes be denied.

"Carried"

Res. #2017-418: Moved by Councillor Mayne, seconded by Councillor Serran
That City Council approve the award of a contract to Nielsen-Tran Mechanical Inc. in the amount of \$831,109.35 (plus HST), for pump replacement and upgrades at Ellendale Pumping Station.

"Carried"

Res. #2017-419: Moved by Councillor Vaillancourt, seconded by Councillor Bain
That the rezoning application by Jesse Shortt on behalf of Pinewood Park Drive Inc. – Pinewood Park Drive (unaddressed) be received and referred to the Community Services Committee for a Public Meeting.

Councillor Anthony declared a conflict of interest as my employer is completing a project for the party mentioned in this item, until project complete will declare conflict.

"Carried"

Res. #2017-420: Moved by Councillor Vaillancourt, seconded by Councillor Bain
That City Council endorses the recommendation of the Special Arena Committee, being that Council direct staff to initiate a competitive process for the consideration of non-city owned sites for the siting of a future community centre.

Councillor Anthony declared a conflict of interest as my employer is currently completing a project for an individual involved as one of the presenters of proposals involved with this item.

"Carried"

Res. #2017-421: Moved by Councillor Forgette, seconded by Councillor Shogren
That the following by-laws be read a first and second time:

By-Law No. 2017-74 to authorize the expenditure of funds approved by the 2018 General Capital Budget and the 2018 Water and Wastewater Capital Budget.

By-Law No. 2017-78, being a by-law to amend By-Law No. 2012-97 (being a by-law to regulate smoking in public places and workplaces).

By-Law No. 2017-79 to rezone certain lands on McKeown Avenue (1378697 Ontario Ltd. – McKeown Avenue).

By-Law No. 2017-80 to confirm delegated authorities during the "Lame Duck Period" of Council.

By-Law No. 2017-81 to designate lots on a certain Plan of Subdivision that has been Registered for eight (8) years or more as deemed not to be a Registered Plan of Subdivision.

By-Law No. 2017-82 to designate a Site Plan Control Area on certain lands on McKeown Avenue (1378697 Ontario Ltd. – McKeown Avenue).

"Carried"

Res. #2017-422: Moved by Councillor Forgette, seconded by Councillor Shogren That the following by-laws be read a third time and passed:

By-Law No. 2017-74 to authorize the expenditure of funds approved by the 2018 General Capital Budget and the 2018 Water and Wastewater Capital Budget.

By-Law No. 2017-78, being a by-law to amend By-Law No. 2012-97 (being a by-law to regulate smoking in public places and workplaces).

By-Law No. 2017-79 to rezone certain lands on McKeown Avenue (1378697 Ontario Ltd. – McKeown Avenue).

By-Law No. 2017-80 to confirm delegated authorities during the "Lame Duck Period" of Council.

By-Law No. 2017-81 to designate lots on a certain Plan of Subdivision that has been Registered for eight (8) years or more as deemed not to be a Registered Plan of Subdivision.

By-Law No. 2017-82 to designate a Site Plan Control Area on certain lands on McKeown Avenue (1378697 Ontario Ltd. – McKeown Avenue).

"Carried"

Res. #2017-423: Moved by Councillor Forgette, seconded by Councillor Shogren That Council adjourn in-camera pursuant to section 239.(2) of the *Municipal Act, 2001*, as amended, at 6:59 p.m. for the following reasons:

Items 8 and 9, being personal matters about an identifiable individual, including municipal and local board employees.

"Carried"

Res. #2017-424: Moved by Councillor Forgette, seconded by Councillor Shogren That Council reconvene at 7:14 p.m.

"Carried"

Res. #2017-425: Moved by Councillor Forgette, seconded by Councillor Shogren That Council appoint Barbara Bryant to the Municipal Accessibility Advisory Committee (MAAC) for a term to expire November 30, 2018.

"Carried"

Res. #2017-426: Moved by Councillor Forgette, seconded by Councillor Shogren
That the following by-law be read a first and second time:

By-Law No. 2017-77 to confirm proceedings of the Meeting of Council held
on November 28, 2017.

“Carried”

Res. #2017-427: Moved by Councillor Forgette, seconded by Councillor Shogren
That the following by-law be read a third time and passed:

By-Law No. 2017-77 to confirm proceedings of the Meeting of Council held
on November 28, 2017.

“Carried”

Res. #2017-428: Moved by Councillor Serran, seconded by Councillor Maroosis
That this Regular Meeting of Council do now adjourn at 7:15 p.m.

“Carried”

Mayor Allan McDonald

City Clerk Karen McIsaac

**Minutes of Committee Meeting
of City Council
Held Monday, December 11, 2017**

Present:

Mayor McDonald, Councillors Forgette, Shogren (5:34 p.m. to 7:15 p.m.), Bain, Maroosis (5:30 p.m. to 6:49 p.m.), Anthony, King, Serran (5:30 p.m. to 6:22 p.m.), Mayne.

General Government Committee:

GG-2017-11 ***Public Meeting under the Development Charges Act***

Report from Shannon Saucier and Beverley Hillier dated October 23, 2017 re: Development Charges Rate Review.

The City Clerk advised that notice of the meeting was given by way of advertisements in the North Bay Nugget on Saturday, November 18, 2017 and Saturday, November 25, 2017.

Shannon Saucier and Beverley Hillier explained the changes to the Development Charges Rates.

Councillor Forgette asked for public presentations in relation to the Development Charges Rate Review.

No Presentations Made.

Direction: Committee Report be brought forward to Council on December 12, 2017.

GG-2017-12 Report from Karen McIsaac dated October 23, 2017 re: Bill 68 – Implementation of Pregnancy/Parental Leave Policy for Members of Council.

Direction: Item to Remain on Committee.

GG-2017-13 ***Public Meeting under the Municipal Act***

Report from Karen McIsaac dated October 23, 2017 re: Bill 68 – Amendments to City of North Bay Procedural By-Law.

The Deputy City Clerk advised that notice of the meeting was given by way of advertisement in the North Bay Nugget on Saturday, November 25, 2017.

Karen McIsaac explained the changes to the Procedural By-Law.

Councillor Forgette asked for public presentations in relation to the changes to the Procedural By-Law.

No Presentations Made.

Direction: Committee Report to be brought forward to Council on December 12, 2017.

Community Services Committee:

CS-2017-19 Report from Paul Valenti and Jason Whiteley dated October 5, 2017 re: Request for Quotation No. 2016-115, North Bay Fire and Emergency Services Fire Training Facility.

Conflict of Interest:

Councillor Maroosis declared a conflict of interest as his son-in-law works for Kenalex Construction.

Direction: Committee Report be brought forward to Council on December 12, 2017.

Committee Meeting of Council adjourned at 7:15 p.m.

Mayor Allan McDonald

City Clerk Karen McIsaac

**Minutes of the Public Meeting of City Council
Held Under The *Development Charges Act*
Held Monday, December 11, 2017**

PRESENT: Mayor McDonald, Councillors Forgette, Shogren (5:34 pm – 7:15 pm), Bain, Maroosis (5:30 pm – 6:49 pm), Anthony, King, Serran (5:30 pm – 6:22 pm), Mayne

1. Development Charges Rate Review

Report from Shannon Saucier and Beverley Hillier dated October 23, 2017 re Development Charges Rate Review.

Councillor Forgette explained the purpose of the meeting.

The City Clerk advised that notice of the meeting was given by way of advertisements in the North Bay Nugget on Saturday, November 18, 2017 and Saturday, November 25, 2017.

Shannon Saucier and Beverley Hillier explained the purpose of the Development Charges Rate Review.

Councillor Forgette asked for public presentations.

No presentations were made.

Mayor Allan McDonald

City Clerk Karen McIsaac

**Minutes of the Public Meeting of
City Council Held Under The *Municipal Act*
Held Monday, December 11, 2017**

PRESENT: Mayor McDonald, Councillors Forgette, Shogren (5:34pm – 7:15 pm), Bain, Maroosis (5:30 pm – 6:49 pm), Anthony, King, Serran (5:30 pm – 6:22 pm), Mayne

1. Procedural By-Law

Report from Karen McIsaac and Peter Leckie dated October 23, 2017 re Bill 68 – Amendments to City of North Bay Procedural By-Law.

The Deputy City Clerk advised that notice of the meeting was given by way of an advertisement in the North Bay Nugget on Saturday, November 25, 2017.

Karen McIsaac explained the purpose of the meeting.

Councillor Forgette asked for public presentations.

No presentations were made.

Mayor Allan McDonald

Deputy City Clerk Judy Bechard

General Government Committee Report No. 2017-19

December 14, 2017

To The Council
Of The Corporation
Of The City Of North Bay

Your Worship and Councillors:

The General Government Committee presents Report No. 2017-19 and recommends:

1. "That Council authorize the City Clerk to amend the Development Charges Rates (By-Law No. 2014-128, as amended), effective December 1, 2017 as outlined in and as shown on Schedule "A" to Report to Council CORP 2017-105 dated October 23, 2017."

All of which is respectfully submitted.

	Assents	Dissents
Forgette (Chairman)	_____	_____
Shogren	_____	_____
Bain	_____	_____
Maroosis	_____	_____
Mayor McDonald	_____	_____

General Government Committee Report No. 2017-20

December 14, 2017

To The Council
Of The Corporation
Of The City Of North Bay

Your Worship and Councillors:

The General Government Committee presents Report No. 2017-20 and recommends:

1. "That Council authorize the City Clerk to amend the City of North Bay Procedural By-Law No. 2017-01 in accordance with the statutory Bill 68 Amendments to the *Municipal Act*."

All of which is respectfully submitted.

	Assents	Dissents
Forgette (Chairman)	<hr/>	<hr/>
Shogren	<hr/>	<hr/>
Bain	<hr/>	<hr/>
Maroosis	<hr/>	<hr/>
Mayor McDonald	<hr/>	<hr/>

Community Services Committee Report No. 2017-19

December 14, 2017

To The Council
Of The Corporation
Of The City Of North Bay

Your Worship and Councillors:

The Community Services Committee presents Report No. 2017-19 and recommends:

- “That
- 1) City Council approve the award of a contract to JFB Enterprises in the amount of \$266,000.00 (plus HST) for the construction of a fire training facility; and
 - 2) Council authorize the transfer of funds to the project, as outlined in Report to Council CORP 2017-86 dated October 5, 2017 from Paul Valenti and Jason Whiteley.”

All of which is respectfully submitted.

	Assents	Dissents
King (Chairman)	_____	_____
Vaillancourt	_____	_____
Anthony	_____	_____
Mayor McDonald	_____	_____

North Bay, ON December 12, 2017

Subject: Zoning By-Law Amendment, Official Plan Amendment and Plan of Subdivision application by Kilgour Planning & Development Inc. on behalf of 1633091 Ontario Limited & 1633057 Ontario Limited – 500 Eloy Road

File No. SIRE/D09/D12/D13/1633091/500ELOYRD

Res. 2017 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That the Zoning By-Law Amendment, Official Plan Amendment and Plan of Subdivision application by Kilgour Planning & Development Inc. on behalf of 1633091 Ontario Limited and 1633057 Ontario Limited – 500 Eloy Road be received and referred to the Community Services Committee for the Public Meeting.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict_____

Endorsement of Chair_____

Yeas _____

Nays_____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk_____

Planning Services 2nd Floor, City Hall
Direct: (705) 474-0626, Ext. 2403
Toll-Free: 1-800-465-1882
Email: peter.carello@cityofnorthbay.ca
Web: www.cityofnorthbay.ca

November 10, 2017

Mr. Ian Kilgour
Kilgour Planning & Development Inc.
374 Fraser Street
North Bay, On P1B 3W7

1633091 Ontario Limited
1633057 Ontario Limited
400 Airport Road, Unit 6
North Bay, On P1B 0A6

Rick Miller
Miller and Urso Surveying Inc.
1501 Seymour St
North Bay, ON P1A 0L5

Dear Mr. Kilgour;

Re: Proposed Zoning By-law Amendment, Official Plan Amendment & Plan of Subdivision
by Kilgour Planning & Development Inc. on behalf of 1633091 Ontario Limited &
1633057 Ontario Limited – 500 Eloy Road

Please accept this letter as our acknowledgement of receipt of the above-noted applications to amend the City's Official Plan, Zoning By-law No. 2015-30 and for a Draft Plan of Subdivision.

We have reviewed the applications and have deemed them to satisfy the requirements of "complete" applications as of this date. In the event further information is required as a result of a circulated agency request, it will be requested at that time.

We will commence processing of the applications immediately. Should you require any additional information, please feel free to contact me at (705) 474-0400 (ext. 2409).

Sincerely,

Peter Carello, MCIP, RPP
Senior Planner, Current Operations

PC/dlb

North Bay, ON December 12, 2017

Subject: Report from Beverley Hillier dated November 28, 2017 re Amendment to Plan of Condominium No. 46 (Algonquin Lofts) – 240 Algonquin Avenue

File No. RMS/D07/2005/C&CPR/240ALGON

Res. 2017 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That 1) Council grant final approval to the Plan of Condominium by Rick Miller on behalf of Nipissing Standard Condominium Corporation No. 46 on the property described as Part 1, Plan 36R-14098 being Part Lot 118 on Plan 10 (240 Algonquin Avenue) as permitted by Section 9(7) of the *Condominium Act*, 1998 to be added to Nipissing Standard Condominium No. 46 as presented on Schedule "A" and "B" to Report to Council CSBU 2017-62 dated November 28, 2017 from Beverley Hillier; and

2) Council's resolution for final approval be accompanied with a Certificate of Exemption.

Carried ☐ Carried as amended ☐ Lost ☐

Conflict _____ Endorsement of Chair _____

Yeas _____ Nays _____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk _____

City of North Bay

Report to Council

Report No.: CSBU 2017 - 62

Date: November 28, 2017

Originator: Beverley Hillier, Manager, Planning Services

Subject: Amendment to Plan of Condominium No. 46 (Algonquin Lofts) – 240 Algonquin Avenue

File No.: D07/2004/CONDO/C&C

RECOMMENDATIONS

- 1) That Council grant final approval to the Plan of Condominium by Rick Miller on behalf of Nipissing Standard Condominium Corporation No. 46 on the property described as Part 1, Plan 36R-14098 being Part Lot 118 on Plan 10 (240 Algonquin Avenue) as permitted by Section 9(7) of the Condominium Act, 1998 to be added to Nipissing Standard Condominium No. 46 as represented on Schedule “A” and “B” to Report No. 2017-62 dated November 28, 2017 by Beverley Hillier; and
- 2) That Council’s resolution for final approval be accompanied with a Certificate of Exemption.

BACKGROUND

An application has been made for an exemption from Draft Approval of a Plan of Condominium for lands described as Part 1, Plan 36R-14098 being Part Lot 118 on Plan 10. The land would form part of Nipissing Standard Condominium No. 46 (Algonquin Lofts) located at 240 Algonquin Avenue legally described as Plan 10, Part Lot 113, 114 and 118.

The Algonquin Lofts condominium was approved by Council through Resolution No. 2005-25 on January 17, 2005. The condominium consists of the top two (2) floors of a three (3) storey building, containing 10 residential units.

The Condominium Corporation has since acquired additional land at the rear of the property, legally described as Part 1, Plan 36R-14098 being Part Lot 118 on Plan 10. In order to have these lands added to the Condominium Corporation approval is required by Council as these lands fell outside of the original Plan of Condominium approved in 2005.

The additional land acquired by the Condominium Corporation will be used for parking. No construction or alteration to the site is proposed. The subject lands are zoned “General Commercial Inner Core (C1)”. The Applicant’s proposal satisfies the zoning requirements for a C1 zone.

ANALYSIS/OPTIONS

Section 9(3)(b) of the Condominium Act, 1998, permits the registration of a Plan of Condominium to be exempt from Section 51 of the Planning Act accompanied by a “Certificate of Exemption” authorized by the City. Section 9(7) of the Condominium Act permits the Municipality to grant an exemption if it deems it appropriate in the circumstance.

The exemption from Draft Approval would eliminate the need for a public notice and a public meeting before Council.

The criteria for granting such an exemption relates to the fact that the development meets all Official Plan policies and Zoning By-law regulations and there are no Municipal matters outstanding.

Option 1:

- 1) That Council grant final approval to the Plan of Condominium by Rick Miller on behalf of Nipissing Standard Condominium Corporation No. 46 on the property described as Part 1, Plan 36R-14098 being Part Lot 118 on Plan 10 (240 Algonquin Avenue) as permitted by Section 9(7) of the Condominium Act, 1998 to be added to Nipissing Standard Condominium No. 46 as represented on Schedule "A" and "B" to Report No. 2017-62 dated November 28, 2017.
- 2) That Council's resolution for final approval be accompanied with a Certificate of Exemption.

Option 2:

Do not grant final approval and issue the Certificate of Exemption.

This option is not recommended.

RECOMMENDED OPTION/FINANCIAL IMPLICATION

Option 1 is the recommended option.

It is appropriate to grant Final Approval for the subject application. The development conforms to the Central Business District policies of the Official Plan and complies with the regulations contained within Zoning By-law 2015-30.

Respectfully submitted,

Beverley Hillier, MCIP, RPP
Manager, Planning Services

BH/dlb

attach.(2)

We concur with this report and recommendations.

Peter E.G. Leckie
City Solicitor

John Severino, P. Eng., FEC, M.B.A.
Managing Director, Community Services

A. Keith Robicheau
Chief Administrative Officer

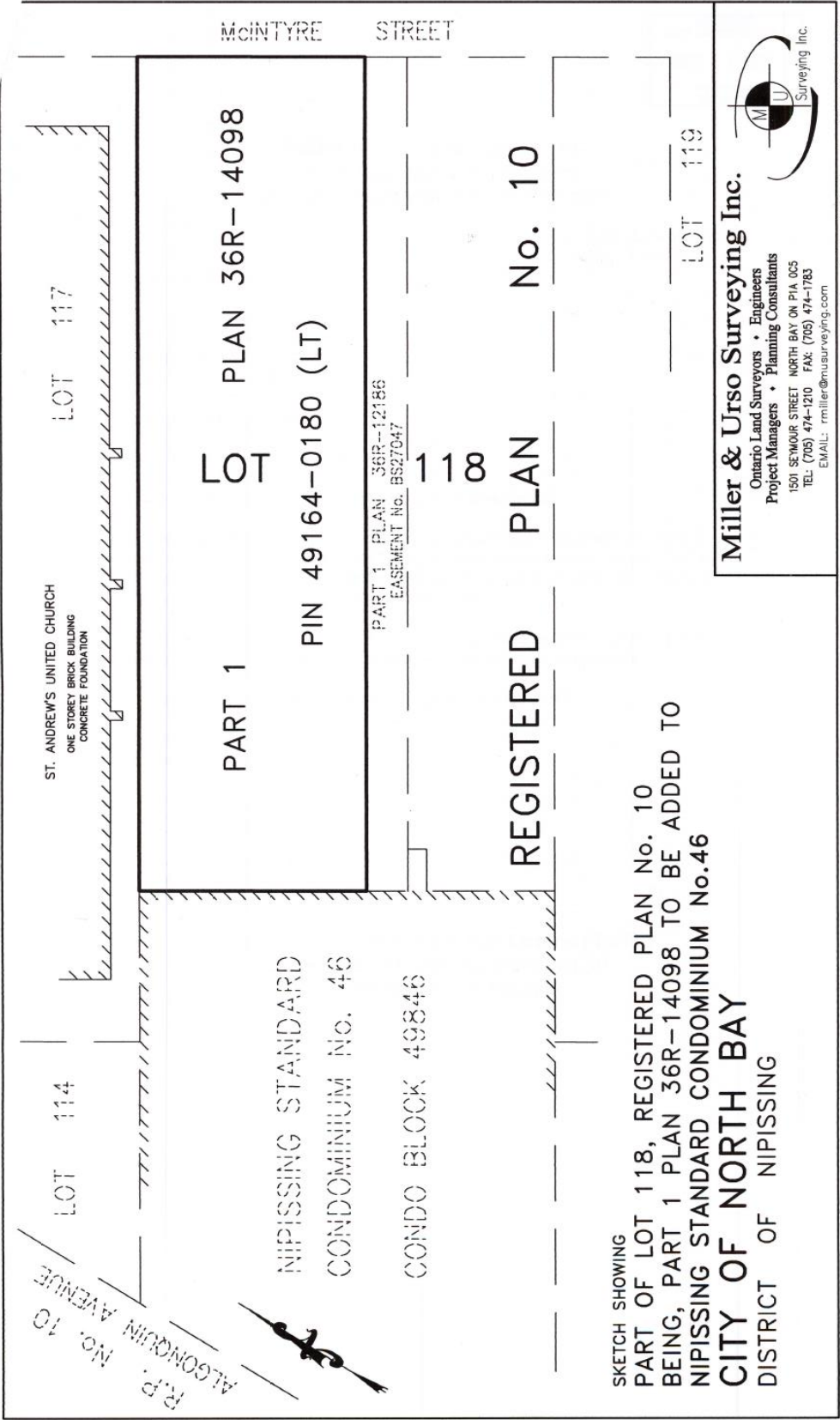
Personnel designated for continuance: Beverley Hillier, Manager, Planning Services

Schedule A



to be added to

Schedule B



North Bay, ON December 12, 2017

Subject: Report from Shannon Saucier dated November 29, 2017 re Long-Term Borrowing for Capital Projects

File No. SIRE/F08/2017/DEBEN/GENERAL

Res. 2017 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That 1) Council authorize The Corporation of the City of North Bay to enter into a loan agreement with The Toronto-Dominion Bank in the principal amount of \$4,500,000.00 at a fixed rate of interest amortized over a ten year term to finance various capital projects (the "Loan Agreement"); and
2) an execution by-law be presented for three (3) readings on December 12, 2017 authorizing the Mayor and City Treasurer to execute the Loan Agreement.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict _____

Endorsement of Chair _____

Yeas _____

Nays _____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk _____

City of North Bay

Report to Council

Report No: CORP 2017-99

Date: November 29, 2017

Originator: Shannon Saucier

Subject: Long-term Borrowing for Capital Projects

Recommendation:

1. That Council authorize The Corporation of the City of North Bay to enter into a loan agreement with The Toronto-Dominion Bank in the principal amount of \$4,500,000 at a fixed rate of interest amortized over a ten year term to finance various capital projects (the "Loan Agreement"); and
 2. That an Execution By-Law be presented for three readings on December 12th, 2017 authorizing the Mayor and the City Treasurer to execute the Loan Agreement.
-

Background:

The 2017 General Capital Budget approved by Council included a debenture financing limit in the amount of \$5,000,000 and the 2017 Water and Wastewater Capital Budget included a debenture financing limit of \$3,000,000.

The City's Long Term Capital Funding Policy permits a two year carry over period for unused debenture financing. The City carried over \$4,115,700 in debenture financing from the 2016 General Capital Budget bringing the total 2017 debenture financing limit for General Capital Projects to \$9,115,700. There was no carry over in Water and Wastewater debenture financing from previous years.

Based on an analysis of active projects, including project authority limits, actual expenses incurred to date, anticipated completion dates and expected useful lives of the projects, a total of \$4,500,000 has been identified to be required from the General Capital Budget debenture limit. This will leave a total of \$4,615,700 in General Capital debenture financing and \$3,000,000 in Water and Wastewater debenture financing to be carried forward into 2018. It is anticipated that a portion of the unused debenture authority will be used for projects that were delayed into 2018 such as the Backup Generator at the Wastewater Treatment Plant, John Street – Second to Worthington and Intersection of Highway 11/17 and Seymour.

In order to ensure that the City obtains the best possible borrowing rate and pays the least amount of interest, an RFQ for an interest rate quote was issued on October 17, 2017. The RFQ was issued based on a ten year term for a loan amount of approximately \$5,600,000. The RFQ was provided to five major Canadian Chartered Banks, CIBC Capital Markets and the Ontario Infrastructure and Lands Corporation (OILC). We selected the institution that provided the lowest rate as at the date of the quote stipulated in the RFQ, being October 19th, 2017, recognizing that the rates could be different at the date of settlement.

The Toronto-Dominion Bank quoted the lowest rate at 2.87%. In order to proceed, we require that the Mayor and the City Treasurer be authorized to execute the Loan Agreement with The Toronto-Dominion Bank at a fixed rate of interest amortized over a ten year period. Once the Loan Agreement is signed and the interest rate has been finalized, a By-law will be provided to Council on December 14th to ratify, confirm and approve the signing of the Loan Agreement, final interest rate and amortization schedule.

Historically, the City has used the law firm of Borden Ladner Gervais LLP for debenture/long-term loan issues. During the 2016 debenture issue process, the City's contact with Borden Ladner Gervais LLP moved to WeirFoulds LLP and the City completed the process with WeirFoulds LLP. Accordingly, it is recommended that WeirFoulds LLP be used to complete a final review of the loan documentation, By-law and any other related documents to ensure that all is in order prior to the signing of the Loan Agreement.

Options / Analysis:

Option # 1

Council not authorize the Mayor and the City Treasurer to enter into the Loan Agreement with The Toronto-Dominion Bank. This option is not recommended as the debenture authority was previously approved as part of the Capital Budgeting Process and the City requires the funds to finance the capital projects which are currently in progress.

Option # 2

Council authorize the Mayor and the City Treasurer to enter into the Loan Agreement with The Toronto-Dominion Bank. This option is recommended.

Recommended Option:

1. That Council authorize The Corporation of the City of North Bay to enter the Loan Agreement with The Toronto-Dominion Bank in the principal amount of

\$4,500,000 at a fixed rate of interest amortized over a ten year term to finance various capital projects; and

2. That an Execution By-Law be presented for three readings on December 14th, 2017 authorizing the Mayor and the City Treasurer to execute the Loan Agreement.

Respectfully submitted,

Shannon Saucier, CPA, CA
Director, Financial Services

We concur with the above noted recommendation.

Margaret Karpenko, CPA, CMA
Chief Financial Officer/Treasurer

A. Keith Robicheau
Chief Administrative Officer

Personnel designated for continuance: Director, Financial Services

North Bay, ON December 12, 2017

Subject: Report from Pam McLellan, Paula McCloskey and Adam Lacombe dated December 4, 2017 re Request for Proposal 2017-94, West Link Pathway Environmental Assessment and Design

File No. SIRE/F18/2017/TENDER/GENERAL

Res. 2017 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That City Council approve the award of a contract in the amount of \$82,240.00 (plus HST) to D.M. Wills Associates Limited for Engineering Services for the West Link Pathway Environmental Assessment and Design.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict_____

Endorsement of Chair_____

Yeas _____

Nays _____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk_____

City of North Bay

Report to Council

Report No: CORP 2017-120

Date: December 4, 2017

Originator: Pam McLellan / Paula M. McCloskey / Adam Lacombe

Subject: Request for Proposal 2017-94 - West Link Pathway Environmental Assessment & Design

Recommendation

That City Council approves the award of a contract in the amount of \$82,240.00 (plus HST) to D.M. Wills Associates Limited for Engineering Services for the West Link Pathway Environmental Assessment & Design.

Background

Engineering services are required for an Environmental Assessment (EA) and design for construction of a new multi-use recreational pathway between the Gormanville Rd./Main St. West intersection and the west end of the Kate Pace Pathway on Memorial Drive. The new pathway will be 3 to 4 metres wide with a granular base and an asphalt surface. The Environmental Assessment and design will examine alternative alignments for the pathway, including a signalized pedestrian crossing on Memorial Drive. An Ontario Municipal Cycling Infrastructure Program grant for the design and construction was approved in the amount of \$325,000 with the City contributing an additional \$400,000.

This project represents the final piece of a recreational pathway connecting the north and south ends of the City of North Bay. Over the past 8 years, portions of the pathway were constructed on Gormanville Road from Main West to McKeown Avenue, on College Drive from Gormanville Road to the College/University, on Booth Road from Marshall Avenue to Lakeshore Drive, and an 850 m section on Lakeshore Drive from Booth Road easterly. In addition to the completion of the pathway within the city, the pathway also forms part of the Voyageur Cycling Route.

The City issued a Request for Proposal (RFP) for Environmental Assessment and Design Services. The RFP was publicly advertised and closed on December 1, 2017.

Four (4) proposals were received and evaluated by the City's Purchasing Coordinator, Senior Manager, Parks, Recreation & Leisure Services, and Senior Capital Program Engineer. The evaluation considered qualifications, technical aspects, quality of the proposal, and price.

The results are as follows:

Proponent	Rank	Score (/100)
D.M. Wills Associates Limited	1	79.8
J.L. Richards & Associates Limited	2	78.3
McIntosh Perry Consulting Engineers Ltd.	3	76.2
EXP Services Inc.	4	75.8

The D.M. Wills proposal scored highest and provides the best overall value to the City. Their total cost for the Environmental Assessment and design is \$82,240.00 (plus HST).

Analysis / Options

1. That City Council approves the award of a contract in the amount of \$82,240.00 (plus HST) to D.M. Wills Associates Limited for Engineering Services for the West Link Pathway Environmental Assessment & Design.
2. Do not award a contract. This option is not recommended. A grant has been received for the project and if the EA and design work are not carried out in a timely manner, the City risks losing the grant due to required timelines.

Recommended Option / Financial Implications:

Option 1 is recommended as follows:

That City Council approves the award of a contract in the amount of \$82,240.00 (plus HST) to D.M. Wills Associates Limited for Engineering Services for the West Link Pathway Environmental Assessment & Design, based on their proposal for RFP 2017-94.

Funding for this contract is available in 3718PR - Trail System Development Program.

Respectfully submitted,

Pam McLellan
Purchasing Coordinator

Paula McCloskey
Senior Manager, Parks, Recreation &
Leisure Services

Adam Lacombe
Senior Capital Program Engineer

We concur in this report and recommendation.

John Severino, P. Eng., FEC, M.B.A.
Managing Director of Community
Services

David Euler, P. Eng., PMP.
Managing Director/ City Engineer
Engineering, Environmental Services
& Works

Margaret Karpenko, CPA, CMA
Chief Financial Officer/Treasurer

A. Keith Robicheau
Chief Administrative Officer

North Bay, ON December 12, 2017

Subject: Report from Erin Vaughan dated November 16, 2017 re 2017 Summer in the Park Financial Summary

File No. SIRE/M02/2017/SPECI/SUMPARK

Res. 2017 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That Council 1) accepts this report for the 2017 Summer in the Park Festival;
 2) approves the transfer of the 2017 deficit of \$58,338.00 to the Summer Festival Reserve Account No. 99562R; and
 3) acknowledges that future surpluses realized by the Summer in the Park Festival will be used to offset the deficits accumulated by the festival. Once the deficit is paid off, the Committee will be able to rebuild its reserves.

Carried ☐

Carried as amended ☐

Lost ☐

Conflict_____

Endorsement of Chair_____

Yeas _____

Nays _____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk_____

City of North Bay

Report to Council

Report No: CSBU 2017 - 64

Date: November 16, 2017

Originator: Erin Vaughan, Community Event Facilitator

Subject: 2017 Summer in the Park Financial Summary

Recommendation

1. That Council accepts this report for the 2017 Summer in the Park Festival.
 2. That Council approves the transfer of the 2017 deficit of \$58,338 to the Summer Festival Reserve Account Number 99562R.
 3. That Council acknowledges that future surpluses realized by the Summer in the Park Festival will be used to offset the deficits accumulated of the festival. Once the deficit is paid off the Committee will be able to rebuild its reserves.
-

Background

The Summer in the Park Festival is a joint effort between the Chamber of Commerce and the City of North Bay. The Chamber provides board members to assist with the coordination and planning of Summer in the Park, the application for grant funds, assistance in the recruitment of volunteers, onsite coordination of the event and the canvassing of Chamber members to support the festival.

This Report summarizes the 2017 festival programming and financials. Once again, the Summer in the Park Committee hosted the entire festival in one convenient location at the Community Waterfront Park. Downtown businesses saw many visitors in the downtown core while Discovery North Bay Museum also benefited enjoying their largest grossing weekend of the year.

The central location of the festival provides easier management and allows Memorial Drive to remain open to vehicular traffic. Being adjacent to the bus

terminal also provides easy access to and from the festival grounds.

The 2017 festival provided two days of concerts requiring wristbands with all day time activities remaining free to the public.

It is estimated that over 43,500 people attended the festival over the course of the weekend. This estimation included the concerts, beach volleyball, daytime activities and the midway.

Based from online sales 54.87% were from out-of-town. A further breakdown revealed that 0.94% were from out-of-province including Nova Scotia, British Columbia, Alberta and Quebec and 1.09% from out-of-country coming from Pennsylvania, New Jersey, Ohio, New York, Maryland, California and Tennessee. We even had people attend from as far as the United Kingdom. A total of 4,100 wristbands (2016 - 6,568) were sold this year. Historically, there has been a correlation with SITP wristband sales and weather. The committee feels the cause of the decrease in wristbands sales was the poor long range weather and short term forecast leading up to the festival. It is during the time period immediately prior leading up to the weekend that many last minute wristbands are purchased. A very cold and rainy Friday and Saturday negatively affected SITP's gate sales.

Financially, the event ended 2017 with a \$58,338 deficit.

The North Bay Chamber of Commerce has recently informed the City it will no longer be a member of the organizing committee. The place of the Chamber representatives at the organizing committee has been filled by young local professionals, two of which sat as Chamber representatives in 2017. It is the committee's intent to move forward as planned for the 2018 Summer in the Park Festival with some modifications to the programming and a new potential location that will reduce weather risk and overall staging costs of the festival. Details are being finalized by the committee.

2017 Program Highlights

Community Waterfront Park Concerts

The Committee organized two nights of concerts on the Main Stage at the Community Waterfront Park. A total of 4,100 wristbands were sold generating revenues of \$147,307.

Headliners Marianas Trench and Amanda Marshall rocked the crowds both nights with supporting acts that included MAGIC!, Headstones, Michelle Treacy, Darenots and two other opening bands.

As in past years, Memorial Drive remained open allowing waterfront businesses and attractions to operate without interruption.

Cancellation Insurance

Due to the 2012 cancellation of the headliner, Meat Loaf, and the 2013 cancellation of the headliner Metric, the Committee made the decision to purchase cancellation insurance for this year's concerts. In the event of severe weather, the insurance policy provided coverage for cancellation of either headliner, Marianas Trench or Amanda Marshall. Although the weather was not favorable the Committee did not have to cancel any shows; therefore, the cancellation insurance was not used.

Beer Garden

The Summer in the Park Committee partnered with the Davedi Club to operate the Beer Garden for the Community Waterfront Park concerts.

As per our agreement, the Beer Garden operated under the Davedi Club's Alcohol and Gaming Commission of Ontario License. The Davedi Club ordered and picked up the appropriate refreshments and service supplies. They provided refrigeration for the refreshments, ticket sellers, service sellers, on-site event management and returned any unused product after the conclusion of the Beer Garden.

The Committee was responsible for coordinating and providing tenting, fencing, security personnel, port-a-johns, hydro, lighting, tables and chairs. After tax, revenues from the Beer Garden totaled \$29,588. After associated expenses of \$17,566 from the operation of the Beer Garden were deducted the Davedi Club was paid 40% of the net revenue (\$4,809). The decrease in revenue from previous years was attributed to the cold and rainy weather which had a significant impact on the festival's target revenues.

Hotels

North Bay hotels reported a 96.1% occupancy rate on Friday August 4th, which was up from last year's 93.8% and 97.9 % occupancy rate on Saturday August 5th, also up from last year's 95.8%. Overall, the hotels were very happy with the number of out-of-town patrons the festival brought to the city.

Daytime Programming

Daytime Programming hours of operation were 10am – 11pm Friday, 10am – 11pm on Saturday and 10am – 6pm on Sunday. The programming consisted of

numerous free of charge activities that included an Inflatable Land, face painting, Stunt Dog Shows, Quench Buggy, MNR Learn to Fish Exhibit, CAA tumbler giveaway, button making station, military displays, a secure bike zone, the Cogeco trailer, Hockey, More Than Just a Game Exhibit at Discovery North Bay Museum and more.

In partnership with the DIA, activities downtown included Moonlight Madness, Rage the Cage 4 Dodgeball Tournament, Dirt Bike Jump and more. The downtown core was full of activities and visitors throughout the weekend.

In 2014 TD Friends of the Environment funded the purchase of a Quench Buggy; a refillable water bottle station. CAA complemented the Quench Buggy by giving away hundreds of free tumblers. Hundreds of festival participants and volunteers were able to fill their water bottles all weekend for free. This aided in reducing the carbon footprint of the festival by decreasing the use of plastic water bottles.

Canada 150 Programming

Being successful in receiving Celebrate Ontario funding coupled with allotted festival budget monies Summer in the Park celebrated Canada's 150th in a big way. Summer in the Park partnered with the North Bay & District Multicultural Centre to host a Dance & Drum Festival. This festival consisted of youth drumming workshops in the morning and a showcase in the afternoon on both the Saturday and Sunday on an additional stage in the free daytime programming section. This was a great addition to the festival and was thoroughly enjoyed by thousands of festival goers.

There was a third stage named the Canada 150 Stage that was set up in the free daytime programming section that offered a variety of entertainment and interactive programming. Programming included Christophe the Magician, Yoga in the Park hosted by Ruby Yoga and Interactive Reptile Shows.

Summer in the Park booked MOTUS O Dance Theatre Company to present, From Fair & Wide, O Canada! From Fair & Wide, O Canada is a physical theatre work combining spoken word, dance, music and song. It revealed how fairs and festivals began in Canada and the significant impact they have made throughout our country over the centuries. From Fair & Wide, O Canada was both entertaining and educational providing audiences with a better understanding of the importance that fair and festival events have and continue to have throughout our country, especially here in Ontario.

Paint in the Park was another new addition to the free daytime programming portion of the festival. Participants registered for Saturday and Sunday painting workshops guided by Marianne Vander Dussen. The workshops were highly attended and participants thoroughly enjoyed them.

The Octonaut's characters, Captain Barnacles and Lieutenant Kwazii, roamed the festival grounds giving hugs and taking pictures with children of all ages. They were a huge hit and many people said they came just for them.

Other Canada 150 activities included a piano in the park, mist tent, Canada 150 colouring contest, face painting and button making and a white pine seedling giveaway.

Part of Summer in the Park's long term strategy last year was to continue to enhance the daytime programming of the festival and the committee believes we hit it out of the park this year.

The Summer in the Park Car & Bike Show returned this year from a one year hiatus. There were more than 90 participants which is an increase from 2015. Of the 90 participants over 73% of them came from outside of North Bay with some traveling from as far as Oakville, Hamilton, Orleans and even out-of-province. Participants are hopeful the show will be at the festival again next year.

Beach Volleyball

Although Summer in the Park did not directly host beach volleyball this year, Vision Sports & Entertainment (VSE) convened an OVA Grand Slam Tournament offering over \$5,000 in prize money to winning teams. The beach volleyball facility is located behind the City Transit Terminal at the end of Wyld Street. The VSE event also included a Beer Garden, DJ and food & product vendors.

Million Dollar Hole-in-One

The Committee partnered with Laurentian Ski Hill to ensure a successful event. The festival received 40% of all ball sales resulting in revenue of \$3,700. This is down from the \$5,000 we received last year. The Committee is happy to continue this partnership in the future.

Partners

In addition to the partners mentioned in this Report (The Davedi Club, DIA, Discovery North Bay, CAA, Chamber of Commerce, OVA, The City of North Bay, Laurentian Ski Club), the event also partners with the Capitol Centre.

Online ticketing for the festival is offered through the Capitol Centre as well as from an on-site Box Office that the Capitol Centre operates on the festival grounds. The Capitol Centre receives a fee for on-line sales and also benefits from advertising their own in-house shows and performances in the process.

Community & Employment

The Summer in the Park Festival supports as many local businesses as possible for all of its festival needs. This year the festival spent over \$217,000 of the event budget supporting local businesses. This included tenting, port-a-johns, electrical, equipment rentals, stage, sound & lighting, accommodations, catering, marketing and security. The festival employs one full-time summer student as well as contracting many local individuals for various festival needs that include security, stage technicians, loaders, electrical support, etc.

Financials

SITP generated \$447,984 in revenue and incurred \$506,322 in expenses. The financial results include the City's \$80,000 financial contribution.

Revenue Highlights

The following is a summary of the revenues from the event:

Sponsorship (Includes Spring Midway)	\$63,501
City Contribution	\$80,000
Vendor/Revenue Concessions	\$19,113
Midway (SITP Only)	\$40,271
Wristband Sales	\$147,307
Celebrate Ontario	\$52,162
Misc. Revenue	\$5,344
Beer Garden Revenue	\$29,588
CAA Water Bottle Giveaway	\$2,658
Advertising Revenue	\$1,250
Reimbursement of Expenses	\$6,790

TOTAL	<u>\$447,984</u>
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Grant Funding

The event received a total of \$52,162 from one funding program that being Celebrate Ontario.

Each year the Committee submits applications to various funding agencies with the hope of receiving funds to assist with festival costs. Funding from Celebrate Ontario allowed us to expand our free daytime programming of the festival.

Although the Committee plans to apply for funding in 2018, this funding is not guaranteed; therefore, it is not projected in the budget each year.

World's Finest Shows Midway

Summer in the Park and the World's Finest Shows entered into a sponsorship agreement to provide a Spring Midway and an August long weekend Midway. The August long weekend midway agreement is up for renewal this coming year.

Revenue from World's Finest Shows Midway to SITP 2017 was \$40,271. This is a 17.57% decrease over 2016 (\$48,855) which makes a significant impact on our revenue target. This was due to poor weather during the 5 day duration the midway was in town. Historically revenue from the Midway has ranged from \$44,591 to \$50,078.

Sponsorship

For the eighth consecutive year Cogeco Cable was the title sponsor for the festival contributing a total of \$15,000 in cash sponsorship and over \$15,000 of in-kind media. Cogeco has committed to be the title sponsor for 2018. The community supported this year's festival with cash sponsorships totaling \$63,501. In-kind donations were estimated at \$127,498. In-kind donations included hotel rooms, media, catering, transportation for bands, rental equipment and other items. This year we lost approximately \$15,000 in in-kind donations that affected our bottom line as we had to pay for those expenses. The community's contribution to Summer in the Park is extremely important in making the festival a success.

Expense Highlights

Administration	\$3,737
Admissions	\$5,562
Student Salary	\$7,836
Marketing	\$11,738
Main Stage	\$51,984
Evening Musical Entertainment	\$263,256
Daytime Programming	\$11,823
Canada 150 Programming	\$37,583
Emergency Services & Security	\$25,532
Facilities	\$52,553
Volunteer Services	\$1,506
Beer Garden	\$17,566
Sponsorship Chair Cut	\$120
Beer Garden Split	\$4,809
CAA Water Bottle Giveaway	\$2,658
Reimbursement of Expenses	\$8,059
Total	<u>\$506,322</u>

Financial Summary

Costs are recovered through sponsorships, midway sponsorships, grant funds, reserve funding, and an annual municipal contribution that, prior to 2015, ranged from \$10,000 to \$40,000. In 2016 Council made a 3 year commitment of \$80,000/year. Any net surpluses from Summer in the Park are held in an event reserve. The purpose of the reserve account is to offset annual unfunded portions of the event. The reserve is currently in a deficit position of \$(126,511) prior to the transfer of the 2017 festival result. Future surpluses realized by the Summer in the Park festival will be used to offset the deficit balance.

The 2017 deficit of \$58,388 will be applied to the reserve balance.

Summer in the Park Festival 2017 and Beyond

The Summer in the Park Committee has begun planning next year's festival. Its three year strategic plan focuses on re-building the festival and positively impacting the community. This is being accomplished by including greater daytime programming (a third day) and increasing community partnerships. Summer in the Park Festival 2017 (second year of the strategic plan) further engaged the arts community and other local community groups with the goal of showcasing Celebrate Canada 150. Through a partnership with the North Bay & District Multicultural Centre, a Dance & Drum Festival was added to the daytime programming together with art workshops, dance theatre groups and more.

With the past history of poor weather affecting the festival the committee is looking to weather proof its event by situating the headline concerts in Memorial Gardens Sports Arena. This would mean there would be a decrease in the capacity of the number of tickets sold from 10,000 to approximately 4,800 per evening. Ticket prices will be based on the entertainment secured.

The move of the headline concerts to the arena would also mean the daytime programming including the midway would need to be moved behind and beside the arena in the parking lot and Thomson Park.

Some of the benefits of moving the event to a new location will be weather protection for the concerts, Thomson Park provides a park like setting, we would be showcasing the arena, would not be displacing the North Bay's Farmers' Market or paid parking lot holders, potential for sellout concerts and a decrease in outdoor related concert costs (i.e. port-johns, fencing, light towers, etc.).

Some of the committees concerns about this location include parking, limited or no beer garden revenue and the event site would be further away from some of our festival partners such as the DIA's Free-For-All-Weekend.

The committee is reviewing options that will reduce and or eliminate some of the potential issues associated with a new location. The committee has also discussed with the DIA and they believe their event is strong enough to be a standalone in another area of town at the same time. A preliminary budget has been established assuming the new venue and model and the committee is confident it can be a success.

The Summer in the Park Committee and its partners believe that the festival is an important community event that not only provides an economic benefit to the community but also is a significant community development initiative. The committee feels it's a good time to re-make the festival in a new location to preserve the future of North Bay's largest annual event.

The Committee is presenting Council with this summary of the 2017 Summer in the Park event.

Analysis / Options

Option 1

This is the recommended option:

1. That Council accepts this report for the 2017 Summer in the Park Festival.
2. That Council approves the transfer of the 2017 deficit of \$58,338 to the Summer Festival Reserve Account Number 99562R.
3. That Council acknowledges that future surpluses realized by the Summer in the Park Festival will be used to offset the deficits accumulated of the festival. Once the deficit is paid off the Committee will be able to rebuild its reserves.

Option 2

1. Grant the recommendation in an amended form.
2. If Council is not satisfied with the recommendations as presented, Council can amend the Recommendations.

Recommended Option

On behalf of the Summer in the Park Committee, the recommendation for Council's consideration is:

Option 1

1. That Council accepts this report for the 2017 Summer in the Park Festival.
2. That Council approves the transfer of the 2017 deficit of \$58,338 to the Summer Festival Reserve Account Number 99562R.
3. That Council acknowledges that future surpluses realized by the Summer in the Park Festival will be used to offset the deficits accumulated of the festival. Once the deficit is paid off the Committee will be able to rebuild its reserves.

Respectfully submitted,

Erin Vaughan, Community Event Facilitator

We concur in this report and recommendation.

Melinda Fry
Manager Sports & Events

Paula M. McCloskey,
Senior Manager, Parks, Recreation and Leisure Services

John Severino
Managing Director, Community Business Services

Margaret Karpenko, CPA, CMA
Chief Financial Officer/Treasurer

A. Keith Robicheau
Chief Administrative Officer

Person designated for continuance: Community Event Facilitator

attach(s) 2017 Summer in the Park Financial Summary

Copy: Chief Administrative Officer
Managing Director, Community Services
Community Event Facilitator
Summer in the Park Committee

2017 Summer in the Park Festival Financial Summary – November 16th, 2017

Summary of Revenues

	SITP 2017 Actuals
Sponsorship (Includes Spring Midway)	\$63,501
City Contribution	\$80,000
Vendor/Revenue Concessions	\$19,113
Midway (August Long Weekend Only)	\$40,271
Wristband Sales without HST	\$147,307
Celebrate Ontario	\$52,162
Miscellaneous Revenue	\$5,344
Beer Garden Revenue	\$29,588
CAA Water Bottles	\$2,658
Various Advertising Revenue	\$1,250
Reimbursement of Expenses	\$6,790
TOTAL	\$447,984

Summary of Expenditures

	SITP 2017 Actuals
Administration	\$3,737
Admissions	\$5,562
Student Salary	\$7,836
Marketing	\$11,738
Main Stage	\$51,984
Evening Musical Entertainment	\$263,256
Daytime Programming	\$11,823
Canada 150 Programming	\$37,583
Emergency Services & Security	\$25,532
Facilities	\$52,553
Volunteer Services	\$1,506
Beer Garden	\$17,566
Sponsorship Chair Fee/Cut	\$120
Davedi Club Beer Garden Split	\$4,809
CAA Water Bottles	\$2,658
Expenses Reimbursed/Midway	\$8,059
TOTAL	\$506,322
Surplus/Deficit	\$58,338

North Bay, ON December 12, 2017

Subject: Report from John Severino and David Euler dated December 4, 2017 re
Downtown Waterfront Advisory Committee (Splash Pad) – Recommendations

File No. SIRE/C06/2017/DTWMP/KINGSLANDING

Res. 2017 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That 1) City Council endorses the recommendations of the Downtown Waterfront Advisory Committee, being that Council supports the construction of a splash pad in partnership with the local Rotary Clubs;

2) staff be directed to formulate a Memorandum of Understanding with the Rotary Clubs with respect to the funding, construction, operation and maintenance of the splash pad; and

3) City Council further commit to the location of the Splash Pad, as outlined in the Downtown Waterfront Master Plan and as shown on Schedule "A" attached Report to Council CSBU 2017-65 dated December 4, 2017 from John Severino and David Euler.

Carried ☐

Carried as amended ☐

Lost ☐

Conflict _____

Endorsement of Chair _____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk _____

City of North Bay

Report to Council

Report No.: CSBU 2017 – 65

Date: December 4, 2017

Originator: John Severino, Managing Director, Community Services
David Euler, Managing Director, Engineering, Environmental Services and Works

Subject: Downtown Waterfront Advisory Committee (Splash Pad) - Recommendations

Recommendations

1. That City Council endorses the recommendations of the Downtown Waterfront Advisory Committee, being, that Council supports the construction of a splash pad in partnership with the local Rotary Clubs;
2. That Staff be directed to formulate a Memorandum of Understanding with the Rotary Clubs with respect to the funding, construction and operating and maintenance of the splash pad; and
3. That City Council further commit to the location of the Splash Pad as outlined in the Downtown Waterfront Master Plan and as shown on Schedule A to Report to Council CSBU 2017-65.

Background

Through Report to Council CSBU 2017-29 Council endorsed a recommendation from the Downtown Waterfront Advisory Committee that directed Staff to meet with stakeholders to discuss a proposed splash pad as part of the Downtown Waterfront Master Plan.

At the time the Committee recognized that one of the priority recommendations from the Master Plan is to bring year round activities to the Downtown Waterfront Area that encourages the economic sustainability of the downtown and provides engaging activities for all ages and abilities. The most supported and requested programming piece for the Downtown Waterfront is the introduction of a new splash pad. This facility has the potential to encourage activity, bring families downtown, and create a central draw in the Downtown Waterfront.

Staff met with the local Rotary Clubs to discuss a proposed splash pad facility which resulted in a presentation to the Downtown Waterfront Advisory Committee (DWAC) on November 24, 2017.

The Rotary Clubs presented a concept plan, including a proposed budget, to the Committee. There was significant discussion regarding the proposal.

Facility

The details of the proposal are as follows:

1. Facility Size: approx. 6,600 sq.ft.;
2. Facility Elements: 3 zones – toddlers, family area, older children's area;
3. Facility Water Supply: municipal (communal) system;
4. Facility Wastewater: municipal (communal) sanitary sewer system.

The Rotary Clubs have identified a total budget \$650,000, of which \$50,000 is designated for site preparation costs, \$100,000 is allocated for a contribution to future washroom / change room facilities and \$70,000 is budgeted for shelters and landscaping associated with the splash pad facility.

There was unanimous support from the DWAC regarding the construction of the splash pad facility.

Location

The Committee also discussed the proposed location of the splash pad facility. The presentation from the Rotary Clubs proposed a location behind the Discovery North Bay Museum in same area identified for a splash pad in the Downtown Waterfront Master Plan. Some members of the Committee suggested alternative locations closer to the waterfront (Marathon Beach) for the splash pad to allow for the congregation of uses and to take advantage of existing facilities located at Marathon Beach. Others felt that the location proposed through the DWMP would allow for the uses to be spread out and to be better supported over the long term. Ultimately the Committee did not reach a consensus on this matter.

Since the presentation of November 24, 2017 staff met with the proponents of the splash pad (local Rotary Clubs) to discuss the location concerns raised by the DWAC. A fulsome list of both benefits and challenges were developed focusing on both the originally proposed location behind the Discovery North Bay Museum and at Marathon Beach. This list is attached as Schedule B for information purposes.

In 2016, the City of North Bay went through a yearlong process in conjunction with a team of consultants lead by BrookMcIlroy to develop a concept plan for the entirety of the Downtown Waterfront Area as part of the Downtown Waterfront Master Plan (DWMP). Through the development of the DWMP there were over 2000 points of contact with the community that indicated an overall desire for the splash pad. As part of this consultation there were a total of four specific design workshops involving stakeholders and the public that helped to identify and determine proposed locations for a wide number of elements in the Downtown Waterfront Area. The analysis took into consideration the creation of zones of activity that would draw people through the Downtown Waterfront creating short, 5 minute or less, walks between areas.

Given the significant amount of effort that has gone into the development of the Concept Plan (Schedule A), the Downtown Waterfront Master Plan and the analysis summarized in Schedule

B it is recommended that the splash pad be located as shown on Schedule A, being the location proposed in the Downtown Waterfront Master Plan and identified by the Rotary Clubs.

Analysis / Options

Option 1:

1. That City Council endorses the recommendations of the Downtown Waterfront Advisory Committee, being, that Council supports the construction of a splash pad in partnership with the local Rotary clubs;
2. That Staff be directed to formulate a Memorandum of Understanding with the Rotary Clubs with respect to the funding, construction and operating and maintenance of the splash pad; and
3. That City Council further commit to the location of the Splash Pad as outlined in the Downtown Waterfront Master Plan and as shown on Schedule A to Report to Council CSBU 2017 – 65.

Option 2:

1. That City Council endorses the recommendations of the Downtown Waterfront Advisory Committee, being, that Council supports the construction of a splash pad in partnership with the local Rotary clubs;
2. That Staff be directed to formulate a Memorandum of Understanding with the Rotary Clubs with respect to the funding, construction and operating and maintenance of the splash pad; and
3. That City Council engages in further discussions with the Downtown Waterfront Advisory Committee and the proponent to determine the final location of the splash pad in the Downtown Waterfront area.

This option is not recommended.

Option 3:

That City Council not endorse the recommendations of the Downtown Waterfront Advisory Committee to construct a splash pad in partnership with the local Rotary Clubs.

This option is not recommended.

Recommended Option / Financial Implications

Staff has estimated that the annual operational and ongoing maintenance costs to the City after the first year of operation to be \$52,000 (base year for costs is 2018).

The estimates are based on staff discussions with the proponent and based on the size and configuration of the proposed splash pad. The operating costs are based on the following assumptions:

1. The splash pad will be open 10:00 a.m. to 7:00 p.m. from June 1st to September 1st.
2. Existing Parks staff will provide the daily maintenance that would include the minimum daily inspection and cleaning requirements.
3. The water consumption has been calculated based on the proposed water features and the size of the water supply line. Water consumption will be reduced by adjusting the maximum flow and sequencing the water features so only 70% are activated at one time. An industry assumption is that on average a splash pad is on for 50% of the operating time.

In the first year operating costs (base year 2018) would be \$47,000 for the water and \$5,000 for maintenance and parts. This would be additive to the Parks budget beginning in the 2019 operating year.

The City has also included \$52,500 in the 2018 Capital Budget (Project # 3824PR) to fund the installation of utilities and other potential infrastructure requirements to service the proposed site.

Option 1 is the recommended option.

That City Council endorses the recommendations of the Downtown Waterfront Advisory Committee, being:

1. That City Council endorses the recommendations of the Downtown Waterfront Advisory Committee, being, that Council supports the construction of a splash pad in partnership with the local Rotary clubs;
2. That Staff be directed to formulate a Memorandum of Understanding with the Rotary Clubs with respect to the funding, construction and operating and maintenance of the splash pad; and
3. That City Council further commit to the location of the Splash Pad as outlined in the Downtown Waterfront Master Plan and as shown on Schedule A to Report to Council CSBU 2017 – 65.

Respectfully submitted,

John Severino, P. Eng., FEC, M.B.A.
Managing Director, Community Services

David Euler, P. Eng., PMP
Managing Director / City Engineer
Engineering, Environmental Services &
Works

JS/DE/dlb

C11 / RTC CSBU #2017-65 / J. SEVERINO, D. EULER / DOWNTOWN WATERFRONT ADVISORY COMMITTEE (SPLASH PAD –
RECOMMENDATIONS

attach.(s)

We concur with this report and recommendations.

Margaret Karpenko, CPA, CMA
Chief Financial Officer/ Treasurer

A. Keith Robicheau
Chief Administrative Officer

Personnel designated for continuance: John Severino, Managing Director, Community
Services
David Euler, Managing Director, Engineering,
Environmental Services and Works

Schedule A

NORTH BAY DOWNTOWN
WATERFRONT
MASTER PLAN

CONCEPT PLAN



Schedule B

Marathon Beach Area

Benefits	Challenges
Co-locate of washroom / change room facility	Not supported by the proponent (Rotary Clubs) because it is not visible nor acting as a catalysts to support other development in the Downtown Waterfront area
Existing Playground	Washroom facilities require renovations; not budgeted for in the next 5 year Capital Budget
	Higher level of maintenance and staff costs due to environmental challenges (sand)
	Sand infiltration: based on other communities experience sand will reduce the overall lifespan of the facility
	Limited accessibility to the facility due to Sand or additional infrastructure required to improve accessibility
	Exposure to lake shore wind / blowing sand conditions
	Does not align with the Downtown Waterfront Master Plan
	Results in the removal of attractions at Marathon Beach in order to accommodate a splash pad (i.e. beach volleyball)
	Very busy location: concern about over concentration of people/users
	No bus route on Memorial Drive

Behind the Museum

Benefits	Challenges
Public Pavilion can support multiple uses through partnership with other users	Washrooms / Change rooms to be provided in short term with the anticipation of a future facility as part of future development/facility
Supported location by the Rotary Clubs (proponent)	Eco-Park Construction
Aligns with the Downtown Waterfront Master Plan	
Direct access to Parking and serviced by public transit	
Perceived better safety and access	
Lower Maintenance costs and optimum life expectancy	
Existing AODA approved access to location; design of facility is accessible	
Access to facility is accessible by virtue of it being in a Central Location – adjacent to Downtown, Main Street, Seniors, Downtown Residents	
Buffered from the lake shore winds and blowing sand	

North Bay, ON December 12, 2017

Subject: Report from Beverley Hillier dated December 5, 2017 *re Accessibility for Ontarians with Disabilities Act, 2005 (AODA)*

File No. SIRE/A09/2017/AODA/GENERAL

Res. 2017 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That Council received Report to Council CSBU 2017-66 dated December 5, 2017 from Beverley Hillier regarding the 2017 Update to the Multi-Year Accessibility Plan for information purposes.

Carried ☐

Carried as amended ☐

Lost ☐

Conflict_____

Endorsement of Chair_____

Yeas _____

Nays_____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk_____

City of North Bay

Report to Council

Report No: CSBU 2017 - 66

Date: December 5, 2017

Originator: Beverley Hillier, Manager, Planning Services

Subject: Accessibility for Ontarians with Disabilities Act, 2005 (AODA)

Recommendation

That Council receive Report No. CSBU 2017 - 66 dated December 5, 2017 regarding the 2017 Update to the Multi-Year Accessibility Plan for information purposes.

Background

The *Accessibility for Ontarians with Disabilities Act* (AODA) was enacted in 2005 to serve as a framework relating to accessibility standards in several key areas, including:

- Customer Service;
- Integrated (Information and Communication; Employment; Transportation); and
- Built Environment (not yet in force).

The goal of these accessibility standards is to ensure all Ontarians with disabilities have full and equal access to goods, services, facilities, accommodations, employment and structures by January 1, 2025.

Under the AODA all municipalities have an obligation to prepare an accessibility plan. This plan is the framework to provide persons with disabilities full participation through the identification, removal and prevention of barriers within municipal facilities and services.

The first regulation to come into force was the *Accessibility Standards for Customer Service*, Ontario Regulation 429/07. It took effect for municipalities on January 1, 2010. The City has complied with this regulation. The City's Accessible Customer Service Policy is available on the City's web-site (www.cityofnorthbay.ca) and in alternative formats upon request.

The second regulation to come into force was the *Integrated Accessibility Standards*, Ontario Regulation 191/11. It took effect for large designated municipalities (those with 50 or more employees) on July 1, 2011, with compliance dates phased through to 2021.

Ontario Regulation 191/11 will remove barriers in 3 areas:

- Information and Communications – giving people with disabilities access to more of the information that we all depend on;
- Employment – expanding Ontario's labour pool and welcoming people with disabilities into more workplaces; and
- Transportation – making it easier for people with disabilities to get where they need or want to go.

This regulation also sets out the requirements for each of the three areas, as well as general requirements that apply to all, including:

- Developing policies to support each standard (January 1, 2012);
- Training employees, volunteers and third parties on the requirements of the Integrated Accessibility Standard and the Human Rights Code that are appropriate to their duties (January 1, 2014);
- Establishing and maintaining a multi-year accessibility plan outlining strategies to prevent and remove barriers (January 1, 2013); and
- Incorporating accessibility criteria and features when procuring or acquiring goods, services, facilities or self-service kiosks (January 1, 2013).

This regulation applies to public, private and not-for-profit businesses and organizations that:

- Provide goods, services or facilities either directly to the public or to other businesses or organizations; and
- Have at least one employee in Ontario.

Accessibility Plan

The Regulation requires municipalities to establish, implement, maintain and document multi-year accessibility plans which outline the municipality's strategy to identify, remove and prevent barriers to all citizens in accessing City's facilities and services, in accordance with the *Integrated Accessibility Standards*.

The objectives of the multi-year Accessibility Plan are:

- To describe the process by which the City will identify, remove and prevent barriers to people with disabilities;
- To review efforts to remove and prevent barriers to people with disabilities;
- To identify the facilities, policies, programs, practices, and services that the City will review in the coming years to identify barriers to people with disabilities;
- To describe the measures the City will take in the coming year to identify, remove and prevent barriers to people with disabilities; and
- To outline the process of how the City will make this Accessibility Plan available to the public.

On December 10, 2012, Council passed Resolution No. 2012-680 to adopt the Multi-Year Accessibility Plan.

The Internal Accessibility Working Group meets quarterly and on an annual basis reviews the Plan and advises Council of the initiatives that have been identified, evaluated and approved within the context of the City's Capital and Operating Budget Process.

In 2017 a number of initiatives and/or upgrades were identified and will be met before the end of the year. These initiatives include, but are not limited to, the following:

1. Transit:

Concrete Bus Pads: new concrete bus pads have been installed at current sheltered stops. In addition, new concrete bus pads and grading work is being completed to allow the installation of new shelters/canopies throughout the community. The surfacing work addresses barriers to the access of bus shelters and/or stops.

Sidewalks: New sidewalks have been added throughout the Community (specifically McKeown Avenue at McKeown Commons) and on Sherriff Avenue to allow better access to bus stops.

Bus Lane: A new bus pull off lane and sidewalk extension was added on Airport Road across from Surrey Avenue to improve safety and better access to the bus stop.

Parabus: A new Parabus vehicle was purchased and added to the Parabus fleet of vehicles.

2. Roads:

Sidewalk Tactile Indicator Panels: Tactile indicator panels are now installed at intersections when repairing or replacing sidewalks.

Pedestrian Signal Heads with Countdown Timers: Pedestrian signal heads with countdown timers are now installed when replacing single section pedestrian signal heads.

Audible Pedestrian Push Buttons: Audible pedestrian push buttons, which include visual lights, vibration and navigation tones, are now installed when replacing pedestrian push buttons.

3. Facilities:

Armstrong Park Gazebo: A new accessible gazebo was installed at Armstrong Beach.

4. Human Resources:

Employment Regulations: Human Resources Staff are continuing to develop and implement policies based on the requirements of AODA regulations.

They also continue to train employees, volunteers and third parties on the Integrated Accessibility Standard and the Ontario Human Rights Code to ensure that the City remains compliant with these regulations. Finally, an Accessibility Training Video was created in collaboration with the Information Systems Department and is used to train employees. Approximately 380 individuals have completed this training since its introduction.

Conclusion

The City of North Bay is committed to creating barrier-free transportation services, accessible information and communications, and an accessible employment environment so that people with disabilities can live independently in safe and caring neighborhoods. Implementing the accessibility requirements enhances this commitment to residents and visitors.

The City will continue to implement the requirements of the Standards by integrating accessibility planning into business practices and processes across all departments, in consultation with the Municipal Accessibility Advisory Committee.

The City's Municipal Accessibility Advisory Committee will continue to play a critical role in making the City accessible by providing input into the development, implementation and compliance with the standards under the regulations.

The 2017 Update of the City of North Bay's Accessibility Plan is attached. This Plan recognizes the municipality's obligation to facilitate the implementation of the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) and the regulations. To date, the municipality has met all of the key dates for compliance.

Options / Analysis

Option #1:

That Council receive the 2017 Update to the Multi-Year Accessibility Plan for information purposes.

This is the recommended option.

Option #2:

That Council not receive the 2017 Update to the Multi-Year Accessibility Plan for information purposes.

This option is not recommended.

Recommended Option

That Council receive the 2017 Update to the Multi-Year Accessibility Plan for information purposes.

Respectfully submitted,

Beverley Hillier, MCIP, RPP
Manager, Planning Services

BH/dlb

C11 / RTC CSBU #2017-66 / B. HILLIER / ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT, 2005 (AODA)

attach.

We concur in this report and recommendation.

John Severino, P.Eng., FEC, M.B.A.
Managing Director, Community Services

David Euler, P.Eng.
Managing Director, Public Works &
Engineering

A. Keith Robicheau
Chief Administrative Officer

Personnel designated for continuance: Development Planner

North Bay, ON December 12, 2017

Subject: Report from Shannon Saucier dated November 28, 2017 re 2016 Annual Report on Investment Activity

File No. SIRE/F12/2016/INVEST/GENERAL

Res. 2017 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That Council receive the Annual Report on Investment Activity for the year 2016.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict_____

Endorsement of Chair_____

Yeas _____

Nays_____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk_____

City of North Bay

Report to Council

Report No: CORP 2017-112

Date: November 28, 2017

Originator: Shannon Saucier

Subject: 2016 Annual Report on Investment Activity

Recommendation:

1. That the annual report on investment activity for the year 2016 be received.
-

Background:

In accordance with Ontario Regulation 438/97 and the City's Investment Policy, surplus cash is invested in eligible investments in order to maximize interest revenues while at the same time preserving the principal amount and maintaining liquidity.

As investments mature, management makes decisions to either reinvest or cash in all or part of the investment, depending on interest rates and the cash requirements of the City at that time. Management relies on the advice of experts from investment firms and banks to assist in decision making.

The City's Investment Policy states that the Treasurer shall provide to Council an annual report on investment activity and returns.

Analysis:

2016 Investment Activity

The City's investment balance at the beginning of 2016 was \$20,133,661. During 2016, investments with a par value totaling \$23,838,374 were purchased while investments in the amount of \$5,266,789 matured or were sold. The net change in the balance of unamortized premium paid on investments was a decrease of \$267,804. As at December 31, 2016 investments of \$38,437,442 were held by the City (note the investment balance on the City's audited financial statements includes \$200 in shares in North Bay Hydro Services Inc. and North Bay Hydro Generation Ltd. which have been excluded from this report as these investments are outside of the Investment Policy since they are not actively traded for liquidity purposes).

Cash and cash equivalents and investments increased during the year by \$20.8 million from \$43.7 million in 2015 to \$64.5 million in 2016. Total cash and investments include \$47.1 million in obligatory and discretionary reserve funds.

The increase in cash and investments is primarily attributable to the proceeds received from North Bay Hydro Distribution Limited from the repayment of the \$19.5 million note receivable partially offset by the repayment of the Hospital Commitment in the amount of \$9.5 million. The increase in cash and investments is also attributable to the cash based operational surpluses realized in 2016 and the timing differences that occur between the recognition of operational and capital expenditures recognized in the consolidated financial statements and the corresponding outlay of cash.

The City's Investment Policy restricts the amount of the portfolio that can be invested in authorized investment categories. As per the listing of investments held as at December 31, 2016 provided in Appendix A, the weightings of the City's portfolio are in compliance with the restrictions outlined by the Policy.

During 2016 the City's investment portfolio generated \$404,274 in investment income representing an increase of \$54,274 over the 2016 budget of \$350,000. Interest earned on the City's bank account was \$404,939, an increase of \$4,939 above budget.

The agreement with the City's bank pays interest on the consolidated accounts at prime less 1.73%. The prime rate for 2016 fiscal year was 2.7%. The average rate of return on the investment portfolio for 2016 was 2.0%. Had management not invested any surplus cash, the City would have earned approximately \$197,341, a difference of \$206,933. Investments held at December 31, 2016 have yields ranging from 1.45% to 2.70%.

Recommendation:

1. That the annual report on investment activity for the year 2016 be received.
-

Respectfully submitted,

Shannon Saucier, CPA, CA
Director of Financial Services

We concur in this report and recommendation.

Margaret Karpenko, CPA, CMA
Chief Financial Officer / Treasurer

A. Keith Robicheau
Chief Administrative Officer

Personnel designated for continuance: Director of Financial Services

Attachments: Appendix A – Listing of Investments Held as at December 31, 2016

Appendix A
City of North Bay
Listing of Investments Held as at December 31, 2016

Category	Security	Short Term (Maturing in 2017)	Long Term (Maturing in 2018 and Beyond)	Total PAR Value	% of Total Portfolio	Portfolio Share per Policy	Amortized Cost	Market Value
Schedule I Banks	TD Bank	5,000,000	5,000,000	10,000,000			10,000,000	10,004,192
	Bank of Nova Scotia	2,470,743	4,033,508	6,504,251			6,504,251	6,555,364
	Royal Bank of Canada	-	3,873,000	3,873,000			3,838,143	3,852,694
	National Bank	-	3,020,000	3,020,000			3,020,000	3,026,196
	Laurentian Bank	2,574,989	-	2,574,989			2,574,989	2,628,001
	CIBC	1,874,950	98,350	1,973,300			1,973,307	1,985,818
	Bank of Montreal	258,000	1,510,000	1,768,000			1,792,685	1,803,637
	B2B Bank	-	100,000	100,000			100,000	103,654
	Equitable Bank	-	89,000	89,000			89,000	91,854
	Total Schedule I Banks	12,178,682	17,723,858	29,902,540	77.8%	100%	29,892,375	30,051,409
Schedule II Banks	HSBC Bank Canada	-	1,300,712	1,300,712			1,300,712	1,309,824
	American Express Canada	-	398,000	398,000			397,863	405,659
	Total Schedule II Banks	-	1,698,712	1,698,712	4.4%	50%	1,698,575	1,715,483
Provincial Governments	Ontario Saving Bonds	581,600	2,827,000	3,408,600			3,290,437	3,304,567
	Total Provincial Governments	581,600	2,827,000	3,408,600	8.9%	100%	3,290,437	3,304,567
Loan or Trust Corporations	Natcan Trust	-	600,000	600,000			600,000	605,705
	Total Loan or Trust Corporations	-	600,000	600,000	1.6%	10%	600,000	605,705
Loan or Trust Corporations as Subsidiaries of Top 6 National Banks								
	RBC Capital Trust	-	1,284,000	1,284,000			1,365,344	1,421,026
	NBC Asset Trust	-	788,000	788,000			839,999	848,093
	RBC Mortgage Corp	-	550,712	550,712			550,712	558,360
	Montreal Trust Company	-	100,000	100,000			100,000	103,257
	National Bank Trust	-	100,000	100,000			100,000	103,671
	Total Loan or Trust Corporations as Subsidiaries of Top 6 National Banks	-	2,822,712	2,822,712	7.3%	25%	2,956,055	3,034,408
Grand Total		12,760,282	25,672,282	38,432,564			38,437,442	38,711,572

North Bay, ON December 12, 2017

Subject: Report from Laura Boissonneault dated December 1, 2017 re 2018 Operating Budget – Ontario Regulation 284/09 Disclosure

File No. SIRE/F05/2018/OPEBU/GENERAL

Res. 2017 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That 1) City Council acknowledges the 2018 Operating, Water and Wastewater Operating and Capital Budgets were prepared on a cash basis format and excluded the following expenses:

- amortization of tangible capital assets
- employee future benefits costs
- solid waste landfill closure and post closure expenses

2) Council authorizes the continued preparation of the City's annual Operating, Water and Wastewater Operating and Capital Budgets using the cash basis format.

Carried ☐

Carried as amended ☐

Lost ☐

Conflict _____

Endorsement of Chair _____

Yeas _____

Nays _____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk _____

City of North Bay

Report to Council

Report No: CORP 2017-114

Date: December 1, 2017

Originator: Laura Boissonneault

Subject: 2018 Operating Budget - Ontario Regulation 284/09 Disclosure

Recommendations:

That City Council acknowledges the 2018 Operating, Water & Wastewater Operating, and Capital Budgets were prepared on the cash basis format and excluded the following expenses:

- amortization of tangible capital assets
- employee future benefit costs
- solid waste landfill closure and post closure expenses

That Council authorizes the continued preparation of the City's annual Operating, Water & Wastewater Operating, and Capital Budgets using the cash basis format.

Background:

Section 294.1 of the Municipal Act requires municipalities to prepare annual financial statements in accordance with generally accepted accounting principles for local governments as recommended, from time to time, by the Public Sector Accounting Board (PSAB). In 2009, PSAB standards and reporting requirements changed dramatically with the most significant change being the introduction of tangible capital asset accounting. Under the new accounting standards, municipalities are required to report their tangible capital assets on the balance sheet and amortize these assets over their useful lives. Other accounting changes were introduced such that municipalities must now prepare their audited financial statements under the accrual basis format, similar to the Private Sector.

In addition to the provisions in the Act related to financial reporting, Section 290 of the Municipal Act requires municipalities to have a balanced budget that includes sufficient funds to cover all of the operating costs and debt repayment obligations arising throughout the year. Accordingly, municipalities in Ontario, including the City of North Bay, have continued to develop budgets on a cash basis. These budgets do not include the PSAB requirements of accrual accounting and accounting for non-financial assets such as tangible capital assets.

The Province of Ontario enacted a regulation, Ontario Regulation 284/09, allowing for certain items to be excluded from municipal budgets provided that the municipality prepares a report regarding the excluded expenses.

The allowable excluded expenses are:

- Amortization of tangible capital assets
- Employee future benefit costs
- Solid waste landfill closure and post closure expenses

The Ontario Regulation additionally states that the report must outline:

1. The change in accumulated surplus of the municipality from the exclusion of any of the expenses listed above; and
 2. The impact on future tangible capital asset funding requirements of the municipality.
-

Analysis:

The City's 2018 Operating, Water & Wastewater Operating, and Capital Budgets were prepared on the cash basis format and excluded:

- Amortization of tangible capital assets estimated to be \$20,595,452 based on preliminary calculations. 2017 amortization will be finalized by the end of March for the annual financial statement presentation after Council approves the December Capital Status report. In addition, adjustments were made based on the approved 2018 capital budget.
- As per the most recent actuary review, the change in projected employee future benefit costs for 2018 is estimated to be \$605,200. A full 2018 actuary review will be completed as at December 31st of that year and results will be provided to the City by April 2019 for financial statement purposes.
- The change in projected solid waste landfill closure and post closure expenses estimated to be \$12,217 (based on 2016 costs). 2017 costs will be finalized once the City obtains the 2017 Merrick Landfill Annual Monitoring Report, which is completed by a 3rd party and is expected to be received by the end of March 2018. Historically, the costs have been between \$25,000 and \$100,000 annually.

In addition to these excluded expenses, the cash based budgets prepared by the City include certain types of transactions that need to be excluded for PSAB reporting purposes. These items are not covered in Ontario Regulation 284/09. However, for transparency purposes and consistency, the accumulated surplus contained in this report will be included as adjusted budget figures in the 2018 audited financial statements. As such, the following items that are included in the cash based budgets will be excluded from PSAB reporting:

- Debenture principal repayments
- Transfer to reserve funds
- Contributions from reserve funds
- Tangible Capital Asset costs
- Cash inflows from debenture proceeds

The following table is an estimated conversion of the approved 2018 cash based budgets to full accrual accounting for PSAB financial statement reporting purposes:

Revenues (Gross):

Operating Budget	\$124,609,889	
Water & Sewer Operating Budget	22,986,974	
Capital Budgets	33,181,891	\$180,778,754

Expenses (Gross):

Operating Budget	\$(124,609,889)	
Water & Sewer Operating Budget	(22,986,974)	
Capital Budgets	<u>(33,128,695)</u>	<u>\$(180,725,558)</u>

Budgeted Surplus (Deficit)

\$ 53,196

Estimated Adjustments for Full Accrual Accounting:

Less Amortization (preliminary 2018 estimate)	\$(20,595,452)
Less Employee Future Benefit Costs (2018 estimate)	(605,200)
Less Post-Closure Landfill (2016 costs)	(12,217)
Less Debenture Proceeds (2018 budget)	(8,000,000)
Add Debenture Repayments (2018 budget)	10,669,001
Add Annual Capital Expenditures (2018 budget estimate)	23,950,717
Less Mayor's Plan Capital Transfer	(4,000,000)
Less Mayor's Plan Operating Transfer	(950,000)
Less Transfer from Reserves–Capital (2018 budget)	(750,000)
Add Net Transfers to Reserves–Operating (2018 budget)	<u>2,578,766</u>

Estimated Impact of PSAB Adjustments on Accumulated Surplus 2,285,615

Total Estimated Change in Accumulated Surplus 2,338,811

The 2018 planned capital program provides for the sustainability and replacement of City assets as well as growth related projects. The planned net annual capital expenditures noted above in the amount of \$23,950,717 exceeds estimated annual amortization. It should be noted that there are risks of using amortization as an indicator of appropriate capital funding and include:

- Assets that are fully depreciated would be excluded
- Amortization is based on historical costs and not the replacement values of the assets, which may differ due to inflation, changing standards, or operational needs (i.e. accessibility, legislation, health & safety, etc.)
- Not all capital requirements are capitalized and would be omitted
- In-year current amortization does not provide for estimating future capital requirements, i.e. growth-related infrastructure

If estimated employee future benefit costs and solid waste landfill closure & post closure expenses were to be budgeted, the annual estimated accrued costs could be set aside in reserves to pay for future expenditures.

Financial Implications:

There are no direct financial implications associated with continuing to budget on a cash basis. All appropriate accruals will be reported in the annual audited financial statements in accordance with PSAB standards.

Recommendations:

That City Council acknowledges the 2018 Operating, Water & Wastewater Operating, and Capital Budgets were prepared on the cash basis format and excluded the following expenses:

- amortization of tangible capital assets
- employee future benefit costs
- solid waste landfill closure cost & post closure expenses

That Council authorizes the continued preparation of the City's annual Operating, Water & Wastewater Operating, and Capital Budgets using the cash basis format.

Respectfully submitted,

Laura Boissonneault, BBA, CPA, CGA
Manager of Financial Services

I concur in this report and recommendation.

Margaret Karpenko, CPA, CMA
Chief Financial Officer / Treasurer

A. Keith Robicheau
Chief Administrative Officer

Personnel designated for continuance: Chief Financial Officer

North Bay, ON December 12, 2017

Subject: Report from Gerry McCrank dated December 6, 2017 re Project No. 3423RD
– Seymour Street and Provincial Highways 11 and 17 Intersection Widening

File No. SIRE/F18/2017/TENDER/GENERAL

Res. 2017 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That Council 1) approve J.L. Richards & Associates Limited's proposal of \$112, 886.00 plus HST, for completing additional scope of work for Project No. 3423RD – Seymour Street and Provincial Highways 11 and 17 Intersection Widening, as a result of the revised traffic impact study; and

2) approve a contingency allowance of \$50,000.00 plus HST to permit J.L. Richards & Associates Limited, subject to City staff approval, to respond to Ministry of Transportation comments, provide contract document revisions and assist with the tendering process.

Carried ☐ Carried as amended ☐ Lost ☐

Conflict_____

Endorsement of Chair_____

Yeas _____

Nays_____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk_____

City of North Bay

Report to Council

Report No: EESW 2017-014

Date: December 06, 2017

Originator: Gerry McCrank, Senior Project Manager

Subject: Project 3423RD: Seymour Street and Provincial Highways 11 & 17
Intersection Widening

Recommendation

That

1. Council approve J.L. Richards & Associates Limited's proposal of \$112,886.00 plus HST for completing additional scope of work for the above noted project as a result of the revised traffic impact study; and
2. Council approve a contingency allowance of \$50,000.00 plus HST to permit J.L. Richards & Associates Limited, subject to City staff approval, to respond to Ministry of Transportation comments, provide contract document revisions and assist with the tendering process.

Background

In 2009 the City of North Bay awarded a contract to J.L. Richards & Associates Limited for the reconstruction of Seymour Street from Station Road to Wallace Road. The project included a Schedule B, Municipal Class Environmental Assessment and detailed design for a 3-lane road, including Commerce Street traffic lights and a 600mm watermain.

During the completion of the original scope of work summarized above, it was determined in 2010 that the Seymour Street and Hwy 11/17 intersection also required widening and left turn lanes to accommodate increased development in this area and the associated surge in traffic. Using the information previously acquired completing the original project, J.L. Richards & Associates were assigned with completing the intersection widening project. As this intersection is administered by the Ministry of

Transportation their standards were used to complete a Schedule B, Transportation Environmental Study Report (TESR) including traffic impact study, preliminary design, detailed design and contract preparations.

Over the past seven years this project has started, delayed and re-started due to numerous factors but the most significant reasons relate to scope change, document review and personnel changes at the Consultant, City of North Bay and the Ministry of Transportation. The most recent delay has been attributed to the land sale at the south west corner of Seymour and Hwy 11/17. The future usage of this lot was never included in the original traffic impact study requiring an update to that document. The updated traffic study recommends an additional eastbound left turn lane and extension of a second westbound through lane to the west side of the entrance for the sold lot.

J.L. Richards & Associates Limited has reviewed the traffic study recommendations and provided a proposal to complete the scope changes and integrate them into the previously completed contract documents. Their estimated engineering fees for this scope change are \$112,886.00 plus HST. In addition, staff has estimated a cost of \$50,000 plus HST to respond to Ministry of Transportation comments, contract document revisions and assistance with the tendering process.

Financial

Since acceptance in 2013 of J.L. Richards & Associates original detailed design proposal of \$90,640.00 plus HST, various scope changes over the course of the last four years have resulted in a total engineering fee increase of \$213,215.49 plus HST for detailed design. Approval of their proposal to adjust the contract package to reflect the recommendations of the updated traffic impact study will increase J.L. Richards & Associates Limited's total budget for this project to \$466,741.49 plus HST.

The estimated construction cost for the widening of the Seymour and Hwy11/17 intersection including the recommendations from the updated traffic impact study is \$5,300,000.00. When comparing engineering fees against a typical MTO designed project, Professional Engineers Ontario indicate that the cost of engineering is generally in the 8% to 10% range of

the construction cost estimate depending on complexity of the assignment. In this case, engineering costs with respect to construction cost should be within \$424,000.00 to \$530,000.00. J.L. Richards & Associates Limited's estimated final budget falls within the specified range, indicating that their engineering fees are on track with typical provincial costs for projects of this magnitude.

The Ministry has committed to an approximate 50% cost sharing for the project resulting in a total estimated cost attributed to the City of North Bay before taxes of \$233,370.75 for detailed design and \$2,650,000.00 for construction. Engineering and construction costs will initially be paid by the City of North Bay but will be reconciled with the Ministry of Transportation upon completion of each assignment.

Options Analysis

Option 1: Approve the additional engineering costs of \$162,886.00 plus HST to complete the detailed design as recommended in the updated traffic impact study and provide revisions with respect to MTO comments including assistance during tendering. Completing the detailed design during the winter season will permit the project to be tendered in early spring to obtain competitive pricing.

Option 2: Don't approve the additional engineering fees and the construction project will not be tendered. The widening will not occur, causing development along Seymour to be frozen or delayed by the MTO.

Recommendation

That

1. Council approve J.L. Richards & Associates Limited's proposal of \$112,886.00 plus HST for completing additional scope of work for the above noted project as a result of the revised traffic impact study; and
2. Council approve a contingency allowance of \$50,000.00 plus HST to permit J.L. Richards & Associates Limited, subject to City staff approval, to respond to Ministry of Transportation comments, provide contract document revisions and assist with the tendering process.

Respectfully submitted,

Gerry McCrank CET LEL
Senior Project Manager

I concur in this report and recommendation.

Margaret Karpenko, CPA, CMA
City Financial Officer/Treasurer

David Euler, P.Eng, PMP
Managing Director, Engineering,
Environmental and Works

A. Keith Robicheau
Chief Administrative Officer

W:\Engin\Projects\Seymour\2009-105-Station to Wallace & Hwy 11-17 Intersection (EA & Design)\110 -
Communication\110.02 - Council Reports, etc\RTCAO Seymour and Hwy 11 17 Widening - Engineering Fees.docx

North Bay, ON December 12, 2017

Subject: Report from John Severino dated December 1, 2017 re Heritage North Bay Funding Request – Canopy Repairs on the North Bay Area Museum (Historic CP Station) Building

File No. SIRE/F11/2016/FUNDING/HERITAGE

Res. 2017 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That Council provide Heritage North Bay up to \$121,000.00 less funding from the Canada Cultural Spaces Fund to complete the necessary structural repairs and design work for eaves replacement on the North Bay Area Museum with City funding to come from the Completed General Capital Projects Reserve No. 99537R.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict_____

Endorsement of Chair_____

Yeas _____

Nays_____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk_____

City of North Bay

Report to Council

Report No: CSBU 2017 - 63

Date: December 1, 2017

Originator: John Severino, Managing Director, Community Services

Subject: Heritage North Bay Funding Request – Canopy Repairs on the North Bay Area Museum (Historic CP Station) Building

Recommendation

That Council provide Heritage North Bay up to \$121,000 less funding from the Canada Cultural Spaces Fund to complete the necessary structural repairs and design work for eaves replacement on the North Bay Area Museum with City funding to come from the Completed General Capital Projects Reserve No. 99537R.

Background

Heritage North Bay (HNB) in the course of completing the window and frames replacement / repairs at the North Bay Area Museum identified significant concerns with the canopy brackets of the building. Mitchell Jensen Architects and A2S consulting engineers were engaged to assess the extent of the damage and make recommendations for fixing the issue.

The museum's canopy's tongue and groove soffit was removed around the damaged canopy brackets to allow for inspection. The investigation determined that the deterioration was a result of exposure to water, likely because of problems with eaves troughs and potentially a result of previous delays in repairing the roof. Four (4) canopy brackets are severely deteriorated. In addition, some of the beams (14) which are supported by the canopy brackets have also begun to deteriorate.

Overall the canopy was found to be in good condition with the exception of 6 locations adjacent to rainwater leaders previously removed. A total of 4 canopy brackets, 14 beams and some adjoining soffits have been identified to be in need of repair / replacement. If not addressed the structural components will continue to deteriorate that will lead to more expensive repair costs or potentially deeming the building unfit for public use.

Temporary shoring has been implemented to allow for continued safe use of the facility.

Heritage North Bay has had a scope of work completed by A2S and Mitchell Jensen Architects for the canopy repairs and related engineering and architectural services. The total cost of the canopy rehabilitation project is \$116,000 + HST. The project cost includes a small contingency allowance.

Heritage North Bay through the City of North Bay has applied to the Canada Cultural Spaces Fund to cover up to 50% of the eligible costs of the canopy repairs and the design of a new eaves trough. We will not know if the funding comes through until February, but any eligible expenses incurred after the application was submitted are eligible for reimbursement. Should the application for up to 50% of the funding be approved, the City will be reimbursed the eligible expenses.

The City of North Bay is the owner of property located at 100 Ferguson Street that houses The North Bay Area Museum. The North Bay Area Museum Society operating under Heritage North Bay has a long term lease to use, operate and maintain the building and is requesting funding to complete the project since Heritage North Bay lacks the financial resources to fund the project to carry-out the time sensitive repairs.

The building is one of the oldest in North Bay and has an Ontario Heritage Trust easement protecting its exterior appearance.

Heritage North Bay is requesting the City contribute up to \$121,000 to complete the project and eaves design. To address any potential issues that may be found during the work plus complete the eaves design a contingency of \$5,000 has been included. If the contingency is not required it will not be used. Should the application for funding be approved, the City will be reimbursed for eligible expenses.

Risks

The existing conditions in addition to posing a risk for future damage to the facility are also a potential safety concern. Should the City choose not to fund the replacement and rehabilitation it will risk continued water damage to the City owned facility and greater future costs for repair of the building.

Financial Implications and Options Analysis

The 2018 Capital Budget contains no budget for Heritage North Bay. As such, the funding of up to \$121,000 would be required to be paid by the Completed General Capital Projects Reserve 99537R.

Option 1:

That Council provide Heritage North Bay up to \$121,000 less funding from the Canada Cultural Spaces Fund to complete the necessary structural repairs and design work for eaves replacement on the North Bay Area Museum with City funding to come from the Completed General Capital Projects Reserve No. 99537R.

This option is recommended.

Option 2:

Delay the project for completion in the spring of 2018.

Assuming the project is completed by April 2018, the total project cost will decrease by approximately \$2,000 due to increased costs for installing and renting long term shoring. If the project extends beyond April 2018, it is estimated that approximately \$1000 / month will be incurred for shoring and maintenance.

This option also foregoes potential funding from the current application with the Canada Cultural Spaces Fund. New funding applications are accepted for April 2018 and a decision not expected before June 2018.

This option is not recommended as there is a risk of costs exceeding Option 1 and increased deterioration and costs.

Option 3:

That City Council not fund the repairs.

This is a significant public safety issue that is increased during winter months due to snow accumulation. Continued shoring and monitoring will be necessary. Structural issues will continue to evolve and the building will likely need to be shut down at some point in the future until the repairs can be completed.

This option is not recommended as it does not address a safety hazard at the facility and risks future damage and increased costs to the facility.

Recommended Option

That Council provide Heritage North Bay up to \$121,000 (excluding HST) less funding from the Canada Cultural Spaces Fund to complete the necessary structural repairs and design work for eaves replacement on the North Bay Area Museum with City funding to come from the Completed General Capital Projects Reserve No. 99537R.

Respectfully submitted,

John Severino, P.Eng., FEC, M.B.A.
Managing Director, Community Services

JS/dlb

C11 / RTC CSBU #2017-63 / J. SEVERINO / HERITAGE NORTH BAY FUNDING REQUEST

We concur in this report and recommendation.

Margaret Karpenko, CPA, CMA
Chief Financial Officer / Treasurer

A. Keith Robicheau
Chief Administrative Officer

Person designated for continuance: Managing Director, Community Services

North Bay, ON December 12, 2017

Subject: Report from Pam McLellan, David Jackowski and Remi Renaud dated December 5, 2017 re Request for Quotation 2017-93, Bus Barn Roof Replacement

File No. SIRE/F18/2017/TENDER/GENERAL

Res. 2017 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That 1) City Council approve the award of a contract to Venasse Building Group Inc. in the amount of \$500,000.00 (plus HST), for the Bus Barn Roof Replacement; and
2) Council authorize the transfer of funds to the project, as outlined in Report to Council CORP 2017-112 dated December 5, 2017 from Pam McLellan, David Jackowski and Remi Renaud.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict _____

Endorsement of Chair _____

Yeas _____

Nays _____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk _____

City of North Bay

Report to Council

Report No: CORP 2017-122

Date: December 5, 2017

Originator: Pam McLellan / David Jackowski/ Remi Renaud

Subject: Request for Quotation No. 2017-93 – Bus Barn Roof Replacement

Recommendation

That City Council approves the award of a contract to Venasse Building Group Inc. in the amount of \$500,000.00 (plus HST) for the Bus Barn Roof Replacement; and that City Council authorizes the transfer of funds to the project as outlined in Report to Council No. CORP 2017-122.

Background

The bus storage facility is used to keep the City buses warm and out of the elements while not in use. Without this facility, buses would need to be idled for many hours per night during the winter.

As part of the Public Transit Infrastructure Fund Agreement, various improvements to the bus storage facility was approved as an eligible project. Consequently, a local engineering firm was hired to perform a structural review and provide comment on the current condition of the existing bus storage facility roof structure.

Based on the findings from the site investigation the engineers determined the existing roof deck is severely compromised and has become disconnected from the existing support steel in many areas. The report indicated that the existing roof deck is not capable of supporting the existing roof loads and any new roofing loads.

To ensure safe operation of the facility, corrective action need to be implemented as per the engineering report.

The corrective action to be taken under this contract will ensure the continued safe use of the bus storage facility. This work includes the removal of the corrugated metal roof complete with insulation and fasteners. A new corrugated metal

decking and single ply polyvinyl chloride (PVC) roof system complete with vapour barrier, 5" of insulation and a PVC membrane will be installed.

A Request for Quotation for Bus Barn Roof Replacement was issued and publicly advertised in accordance with the Purchasing By-law. The RFQ closed on December 4, 2017 with 2 proposals being received. The proposals were evaluated by the City's Facilities Manager and the Purchasing Coordinator.

The results are as follows:

Bidder	Price (excl. HST)
Venasse Building Group Inc.	\$500,000.00
Pronor Construction	\$520,000.00

The bid from Venasse Building Group Inc. is considered fair and reasonable.

Analysis / Options

1. Award a contract to Venasse Building Group Inc.
2. Do not award a contract. This option is not recommended. This would leave the bus storage facility unusable in the very near future. The buses would need to be left idling while not in use during the winter months to prevent operational issues.

Recommended Option / Financial Implications:

Option 1 is recommended as follows:

That City Council approves the award of a contract to Venasse Building Group Inc. in the amount of \$500,000.00 (plus HST) for the Bus Barn Roof Replacement; and that City Council authorizes the transfer of funds to the project as outlined in Report to Council No. CORP 2017-122.

Project No. 3726TR Transit Vehicle Storage Facility was established as part of the approval of the Public Transit Infrastructure Fund Agreement outlined in CSBU 2017-39. The project currently has a budget of \$262,500. Due to the extent of the repairs required for the Bus Barn Roof, a total of \$317,500 will need to be transferred from other PTIF related projects to Project No. 3726TR to cover the balance of the project costs including the remainder of the contract price, engineering fees, non-rebated portion of HST and provide a small contingency for the overall project as follows:

\$139,000 from Project No. 3724RD McKeown Avenue Sidewalks
\$21,000 from Project No. 3732TR Traffic Light Preemption System
\$157,500 from Project No. 3730TR Digital Signage for Transit

Respectfully submitted,

Pam McLellan
Purchasing Coordinator

David Jackowski, P.Eng.
Facilities Manager

Remi Renaud
Transit Manager

We concur in this report and recommendation

John Severino, P.Eng
Managing Director Community

Margaret Karpenko, CPA, CMA
Chief Financial Officer/Treasurer

A. Keith Robicheau
Chief Administrative Officer

The Corporation of the City Of North Bay

By-Law No. 2017-75

**Being a By-Law to Establish 2018 Rates or Charges for
the Supply of Water and Wastewater Distribution
for Domestic, Commercial and Manufacturing Use**

Whereas the Water Filtration Charge implemented effective July 1, 2003, has been calculated based on the requirement to fund a net City share for the Water Filtration Plant;

And Whereas section 391 of the *Municipal Act, 2001*, S.O. 2001, c. 25 provides that a municipality may pass by-laws imposing fees or charges on persons for services or activities provided or done by or on behalf of it;

And Whereas Notice of the Public Meeting in the matter of proposed amendments to existing Water and Wastewater Rates was given by advertisement in the North Bay Nugget on the 21st day of October, 2017 and the 28th day of October, 2017;

And Whereas a Public Meeting under the *Municipal Act, 2001* in the matter of the proposed amendments to the existing Water Rates and Wastewater Rates was held on the 13th day of November, 2017;

And Whereas the Council of The Corporation of the City of North Bay passed General Government Committee Report No. 2017-14 at its Regular Meeting held on the 28th day of November 2017;

Now Therefore, the Council of The Corporation of the City of North Bay hereby enacts as follows:

Short Title:

1. This By-Law may be cited as the "Water and Wastewater Rates and Charges By-Law".

Definitions:

2. For the purpose of this By-Law:

"Account" means the bill issued by The Corporation of the City of North Bay for the supply of water and wastewater distribution for a Property.

"Chief Financial Officer" means the Chief Financial Officer/Treasurer for The Corporation of the City of North Bay or his/her authorized representative.

"City" means The Corporation of the City of North Bay.

"City Engineer" means the Managing Director of Engineering, Environmental Services and Public Works for the City or his/her authorized representative.

"Consumer" means any person who receives water from the City.

"Excess Water" means more than five times the three-month average consumption.

“Fixed Rate” means the portion of the water bill that is due and payable even if water is not consumed and includes the monthly charge per meter.

“ICI” means Industrial, Commercial, and Institutional uses as established by the City’s Comprehensive Zoning By-Law No. 2015-30 or any successor by-law.

“Multi-Residential” means a building containing three or more dwelling units with one water connection.

“Municipal Water Services” means the pipe and fittings that convey water from a connection on a main or private main to the meter location.

“Occupant” means any owner, lessee, tenant, agent of an owner, lessee or tenant, or any person in possession of any Premises.

“Owner” means any person who is the registered owner of a Premises or any agent thereof, a person entitled to a limited estate in land, a trustee in whom land is vested, an attorney acting pursuant to a General Power of Attorney or Continuing Power of Attorney for Property, a committee of the estate of a mentally incompetent person which is an owner of a Premises, an executor of an estate which includes a Premises, or an administrator or guardian who has responsibility for a Premises on behalf on an owner.

“Premises” means any house, tenement, building, church, lot or part of a lot in, through or past which water service runs.

“Property” means land and Premises or any portion thereof which is supplied with water by the City.

“Residential” means a building with one or two dwelling units and one water connection.

“Tax Roll” means a roll prepared by the City’s Treasurer each year based on the last returned assessment roll for the year, for the purposes of collecting taxes on each separately assessed property in the City.

“Unadjusted Three-Month Consumption Period” means any three months of consistent water consumption without adjustments upward or downward as authorized in this by-law.

“Unduly Burdensome” means a significant financial hardship to the property owner substantiated by evidentiary requirements as determined by the Chief Financial Officer and City Engineer or designate.

“Volumetric Charge” means the portion of the water bill that is based on the Volumetric Rate.

“Volumetric Rate” means the rate per cubic meter of water consumed.

“Wastewater Charge” means the total wastewater bill based on the Wastewater Rate.

“Wastewater Operating Reserve Fund” means Reserve Fund 99577R, a reserve fund to absorb operating surplus and deficits resulting from wastewater operations to ensure these operations are not absorbed by the taxpayers.

“Wastewater Rate” means a rate based on the percentage of wastewater as an expression of water billed.

“Water and Wastewater Charge” means the total water and wastewater bill based on the Water Rate, Wastewater Rate, Volumetric Rate and Water Filtration Charge.

“Water Filtration Charge” means the water meter size charge to recover the principal and interest costs associated with the City’s water treatment plant.

“Water Operating Reserve Fund” means Reserve Fund #99576R, a reserve fund to absorb operating surplus and deficit resulting from water operations to ensure these operations are not absorbed by the taxpayers.

“Water Rate” means a combined fixed and volumetric rate based on water meter size.

“Water Service Agreement” means an agreement between an applicant and the City for services.

Part I – Policy

3. The City shall fully recover water and wastewater costs through Water and Wastewater Rates and, in particular:
 - a. rates shall be calculated on the basis of a 50% fixed / 50% volumetric cost recovery model;
 - b. any net surplus generated from water services in any year shall be contributed to the existing Water Operating Reserve Fund and any deficiency in any year shall be funded from the same reserve fund;
 - c. any net surplus generated from wastewater services in any year shall be contributed to the existing Wastewater Operating Reserve Fund and any deficiency in any year shall be funded from the same reserve fund;
 - d. net water costs shall be financed by both a Fixed Charge and a Volumetric Rate;
 - e. net wastewater costs shall be recovered through a Wastewater Rate stated as a percentage of the water bill; and
 - f. all revenue generated by the Water Filtration Charge shall be applied to the long-term financing principal and interest costs associated with the water treatment plant.

Part II – Rates & Charges

Rates and Charges:

4. Attached hereto, and marked as Schedule "A", and forming part of this by-law is a list of water and wastewater rates for 2018. The monthly rates and charges set out below shall apply to the Owner of each separately assessed parcel of land which is serviced by a water main:
 - a. a Fixed Rate for supply of water for domestic or household use as set out in Schedule “A” of this By-Law;
 - b. a Volumetric Rate as determined by the water consumption measured by the water meter in any given month, at the rates identified in Schedule “A”;

- c. a Water Filtration Charge calculated on a water meter size basis in accordance with Schedule “A”; and
 - d. a Wastewater Rate as set out in Schedule “A”.
- 5. Notwithstanding the provisions of section 4 of this By-Law, where no meter is installed, subsections 4(a) and 4(b) shall not apply and instead the following rates and charges shall apply to the Property Owner:
 - a. a Residential property authorized by the City for flat billing will continue to be billed the flat bill in effect as at August 30th, 2015 and adjusted annually by the annual water and wastewater budget increase; and
 - b. a Residential property the Owner of which has refused to have a water meter installed in the Premises shall be billed equal to three times the flat rate charged to the account as at August 30th, 2015 and adjusted annually by the annual water and wastewater budget increase.
- 6. For Residential uses where there is a connection to a sewer main only, and not to a water main, the property Owner shall be charged a Wastewater Rate at a flat rate equal to the rate in effect as of 2014 and adjusted annually by the annual water and wastewater budget increase.
- 7. For ICI and Multi-Residential uses where there is a connection to a sewer main only, and not to a water main, the Property Owner shall be charged a Wastewater Rate calculated and determined by the City Engineer.

Part III – Administration - Adjustments – Collection

Administration

- 8. All properties supplied with Municipal Water Services shall be liable to the City for such services.
- 9. The City shall only accept an application for a supply of water from the Property Owner or agent thereof and the Property Owner shall be liable to the City for the payment of all rates in respect of water supplied to the Premises and for all charges and costs of the City applicable to the supply of water to such Premises.
- 10. The Chief Financial Officer may accept a direction by way of application from a Property Owner that notice of the account shall be given to a tenant of the Property Owner.
- 11. Where the Chief Financial Officer and the City Engineer determine that a special rate or charge is appropriate, and Council approves the special rate or charge, such agreement shall take precedence over the rates or charges set out in this By-Law.
- 12. There shall be a fee payable at the time of the issuance of a building permit for the supply and usage of water for construction purposes. The fee shall be based on the value of construction as set forth on the building permit application as follows:
 - a. \$1.00 per \$1,000.00 value of construction up to the first \$500,000.00 value; and,
 - b. \$0.25 per \$1,000.00 value of construction for the remaining value of construction or part thereof.
 - c. The following types of construction shall be exempt from the construction water charges:

- i. Construction outside of serviced areas;
- ii. Renovations to Residential units; and
- iii. Renovations and additions to all buildings which pay water charges on a metered rate.

Adjustments

13. Where the Chief Financial Officer and the City Engineer acting jointly and after proper investigation, determine that it would be Unduly Burdensome in the circumstances to require payment of the Water and Wastewater Charges determined in accordance with this By-law, they may authorize such adjustment, on a one-time basis only, to the Water and Wastewater Charges as they jointly determine to be appropriate in the circumstances.
14. Upon application in writing by a Consumer and provision of satisfactory evidence that plumbing problems have resulted in Excess Water and Wastewater Charges the Chief Financial Officer and the City Engineer, acting jointly may authorize a refund to the Consumer on a one-time basis of 50% of the Excess Water and Wastewater Charges as determined upon consideration of meter readings and prior usage.
15. In circumstances in which the City Engineer has directed a resident in writing to run water and a Water Service Agreement has been entered into, the Water and Wastewater Charges during the 'run water' period shall be adjusted to reflect a charge equal to an average Unadjusted Three-Month Consumption Period.
16. Where a Commercial or Industrial Consumer establishes to the satisfaction of the City Engineer that a majority of the water used by that Consumer is utilized in the production of a product such as ice, and where that Consumer has installed a separate meter which measures the water used in production of the product, the City Engineer is authorized to refund to the Consumer an amount equal to the Wastewater Charge associated with the volume of water metered for use in the production of the product.
17. Where a billing error from any cause has resulted in an under billing or over billing of Water and/or Wastewater Charges, the Chief Financial Officer may adjust the billing for the period affected by the error to a maximum period of two years from the date the error is corrected at the rates applicable for that period. Where the amount of the error cannot otherwise be determined, the adjustment shall be based on the water consumption rate established after the error is detected.
18. Any adjustment arising from an over billing shall be applied to reduce the amount owing on the next and subsequent water and wastewater billings as necessary or refunded to the Consumer. Any additional charges resulting from an under billing shall be added to the next water and wastewater billing and be due and payable in accordance with the billing unless alternate payment arrangements acceptable to the Chief Financial Officer are made. Interest on unpaid amounts shall run from the due date of the invoice.
19. In those cases where a Property is not supplied with water for the full month, the minimum applicable monthly rates or charges payable by the Consumer shall be pro-rated accordingly.

Collection

20. The Chief Financial Officer is hereby authorized to accept amounts payable under this By-Law. Amounts shall be paid into the Office of the Treasurer, City of North Bay, 200 McIntyre Street E., North Bay, Ontario, on or before the

respective due date provided above, or paid into such banks named in Schedule 1 or Schedule 2 of the *Bank Act*, S.C. 1991, c. 46, a trust company incorporated under the *Trust and Loan Companies Act*, S.C. 1991, c.45, or a credit union incorporated or continued under the *Credit Unions and Caisses Populaires Act*, 1994, S.O. 1994, c. 11.

21. The Chief Financial Officer shall cause ten days' notice to be given to the Consumer of the due date:
 - a. of each metered account monthly; and
 - b. of each pre-authorized budget billing change, on a semi-annual basis.
22. Notice under section 21 is sufficiently given if it is delivered personally or by regular mail addressed to the Consumer at the latest address for the Consumer appearing on City records. Where the notice is delivered by regular mail addressed to the Consumer at the latest address for the Consumer appearing on City records, the notice shall be deemed to have been received on the fifth day after it was mailed unless the Consumer establishes that the Consumer did not, acting in good faith, through absence, accident, illness or other cause beyond the person's control, receive the notice.
23. The Chief Financial Officer shall charge an associated fee as specified in Schedule "E" of the City's User Fee By-Law No. 2015-23, as amended, to any accounts for which payment was tendered by cheque where such cheque is not honoured by the financial institution named on such cheque, is returned as NSF (Not Sufficient Funds) or failed pre-authorized payments.
24. All water accounts, wastewater accounts and special fees shall be subject to a percentage charge payable by the Consumer as a penalty for non-payment of water accounts or any part thereof of one and one-quarter per cent (1.25%) on the first day of the calendar month immediately following the due date and on the first day of each calendar month thereafter in which default continues.
25. In the event of non-payment of an account, the Clerk shall, upon notice from the Chief Financial Officer of the amount due and the person by whom it is due and of the Property upon which any work was done or furnished the supply of water, enter any such unpaid amounts as fixed by Schedule "A" attached hereto for such service or work upon the Tax Roll and collect them in the same manner as taxes.
26. The Chief Financial Officer shall charge an associated fee as specified in Schedule "E" of the City's User Fee By-Law No. 2015-23, as amended, to any accounts for which unpaid amounts are entered upon the Tax Roll.
27. The City Engineer may shut off the supply of water to a Premises if fees or charges payable by the Owners or Occupants of the Premises are overdue where those fees and charges relate to water supply and water use under this By-Law.
28. Prior to shutting off water supply for non-payment of fees or charges, the City shall provide notice of the proposed shut-off to the Owner and occupants of land in the manner outlined in City of North Bay Water Supply By-Law 2015-97.
29. Where water to a Premises has been turned off for non-payment, water shall not be turned on again to the Premises until all outstanding amounts owing to the City pursuant to this By-law which pertain to that property have been paid.
30. Water and Wastewater Rates and Charges By-Law No. 2017-06 is hereby repealed.

31. Any rates and charges as established under By-law 2017-06 as amended which were due and payable under that By-law remain due and payable notwithstanding the repeal of the By-law.

32. This By-Law shall come into force and effect upon being passed, and shall apply to all water supplied, and all wastewater distributed, from January 1, 2018, forward.

Read a First Time in Open Council this 12th Day of December, 2017.

Read a Second Time in Open Council this 12th Day of December, 2017.

Read a Third Time in Open Council and Enacted and Passed this 12th Day of December, 2017.

Mayor Allan McDonald

City Clerk Karen McIsaac

**THIS SCHEDULE “A” TO BY-LAW NO. 2017-75 OF THE CORPORATION OF
THE CITY OF NORTH BAY**

2018 Water and Wastewater Rates
Monthly Fixed Rate For Supply of Water

Meter Size	Monthly Fixed rate
5/8 INCH X 3/4 INCH	\$24.68
5/8 INCH	\$24.68
3/4 INCH	\$24.68
1 INCH	\$64.17
1.5 INCH	\$128.33
2 INCH	\$204.84
3 INCH	\$409.68
4 INCH	\$639.19
6 INCH	\$1,278.38

Water Filtration Charge

Meter Size	Monthly Fixed Rate
5/8 INCH X 3/4 INCH	\$2.72
5/8 INCH	\$2.72
3/4 INCH	\$2.72
1 INCH	\$7.08
1.5 INCH	\$14.16
2 INCH	\$22.60
3 INCH	\$45.20
4 INCH	\$70.53
6 INCH	\$141.06

Volumetric Rate **\$1.36 / M³ of water consumed.**

Wastewater Rate **81.33% of the total of the Monthly Fixed
Rate for Supply of Water and the
calculated Volumetric charge for
that month**

The Corporation of the City of North Bay

By-Law No. 2017-84

**Being a By-Law to Amend By-Law 2015-23
(To Authorize User Fees For City Departments)**

Whereas Section 391 of the *Municipal Act, 2001* (S.O. 2001, c.25) authorizes municipalities and local boards to pass by-laws imposing fees or charges on any class of person for services or activities provided or done by or on behalf of the municipality or the Local board and for the use of its property;

And Whereas Notice of the Public Meeting in the matter of user fees charged by Various City Departments was given by advertisement in the North Bay Nugget on the 21st day of October, 2017 and the 28th day of October, 2017;

And Whereas a Public Meeting under the *Municipal Act* in the matter of user fees charged by Various City Departments was held on the 13th day of November, 2017;

And Whereas Council passed General Government Committee Report No. 2017-13 at its Regular Meeting held Tuesday, November 28, 2017 to authorize a By-Law to amend the User Fees charged by Various City Departments effective January 1, 2018.

Now Therefore the Council of The Corporation of the City of North Bay does hereby enact as follows:

1. That Schedule "A", Building Department, to By-Law No. 2015-23 be deleted and the attached Schedule "A" be inserted in lieu thereof.
2. That Schedule "D", Engineering, Environmental Services and Works Department, to By-law No. 2015-23 be deleted and the attached Schedule "D" be inserted in lieu thereof.
3. This By-Law shall come into force and effect as of the 1st day of January 2018.

Read a First Time in Open Council the 12th day of December, 2017.

Read a Second Time in Open Council the 12th day of December, 2017.

Read a Third Time in Open Council and Enacted and Passed the 12th day of December, 2017.

Mayor Allan McDonald

City Clerk Karen McIsaac

Schedule “A” to By-Law No. 2017-84
The Corporation of the City of North Bay

The user fees charged by the **Building Department** shall be as follows:

	2018	HST* (Y/N)
Property Status Inquiries	\$95	N
Photocopies (per page)	\$0.60	Y
Application for Variance from the Fence By-law	\$250	Y

*The above noted fees exclude HST. If HST = Y, then HST will be collected in addition to the above noted fees.

**Schedule “D” to By-Law No. 2017-84
The Corporation of the City of North Bay**

The user fees charged by the **Engineering, Environment Services & Works Department** shall be as follows:

	2018	HST* (Y/N)
Property Status Inquiry	\$80	N
Photocopies (per page)	\$0.60	Y
City Road Maps: 18"x24" 24"x36" 36"x48"	\$4.15 \$8.30 \$16.50	Y
City Service Maps: 42"x60"	\$30.00	
Other printed Custom Maps, Plans & Drawings: (Per Sheet)	\$1.37/Sq Ft	
Scanning:	\$0.64/Sq Ft	
Engineering Review and Approvals Fee (Subdivision Agreement)	3.3% of the estimated cost of the installation of the services or \$1,200.00, whichever is greater	N
Engineering Review and Processing of Service Contracts	\$230 + 3% of the estimated cost of the works	Y
Street Work Permit (not requiring a Municipal Consent)	\$65	Y
Municipal Consents (including applicable Street Work Permit)	\$165	Y
Special Event Road Closures: Application review, traffic control, Notifications, Signage and barricades usage Delivery of barricades and set-up prior to event; tear down, and return delivery after event.	\$250 per event Time and Travel at cost	Y
Concrete Curb & Gutter (Includes removal of existing if required. Restoration extra.)	\$223 per lineal metre Min. charge \$500	Y
Concrete Sidewalk (Includes removal of existing if required. Restoration extra.)	\$165 per lineal metre Min. charge \$500	Y
Interlocking Concrete Pavers	\$122 per sq. m.	Y
Hot Mix Asphalt (per tonne) (Includes cutting and removal as necessary).	Contract cost plus \$65.00	Y
Rock Excavation	Blasting Contract Plus \$255 per cubic metre	Y

	2018	HST* (Y/N)
Fire Hydrant Maintenance (All private hydrants maintenance by City or pre-approved contractor)	\$340 each	Y
Water Off or Water On (Only one charge if both turns completed within 30 minutes of first turn.)	\$120 reg. hours \$170 after reg. hours	Y
Fire Flow testing	\$350 plus time and materials	Y
Water main Tapping (20mm to 50mm)	\$160 plus time and materials	Y
Water main Tapping (over 50mm)	\$1060 plus time and materials	Y
Sewer Rodding (Blockage within entire service length is the responsibility of owner.)	\$235 reg. hours \$345 after reg. hours	Y
Power Sewer Rodding	\$297 reg. hours \$408 after reg. hours	Y
Camera Inspection of Service	\$297 reg. hours \$408 after reg. hours	Y
Thawing of Water Service (Flat fee for max. of 3 hrs – successful or not)	\$371 reg. hours \$620 after reg. hours	Y
Sale of Water	\$2.25/m3 \$30 minimum monthly usage fee	N
Septic System Pump-Out Compliance Certificate (per certificate)	\$45	N
Septage Waste Receiving at Patton Street Facility	\$10.00/m3 \$30 minimum monthly usage fee	N
Septage Waste Receiving at Patton Street Facility (out of town haulers dumping septage from out of town residence)	\$17.13/m3 \$30 minimum monthly usage fee	N
Holding Tank Waste Receiving at Patton Street Facility	\$2.79/m3 \$30 is minimum monthly usage fee	N
New/Replacement Water Meter <ul style="list-style-type: none"> • 5/8 inch • 5/8x3/4 inch • 3/4 inch • 1 inch • 1.5 inch • 2 inch • 2 inch True Flow • 3 inch True Flow • 4 inch True Flow • 6 inch True Flow 	\$186.15 \$186.15 \$216.56 \$275.90 \$618.22 \$794.00 \$2,228.98 \$2,799.60 \$4,346.75 \$7,778.60 All fees subject to \$120.00 labour fee for regular hours and \$170.00 after regular hours	N

	2018	HST* (Y/N)
New Meter Interface Unit (MIU) (inclusive of wire, etc.) <ul style="list-style-type: none"> Regular High Gain 	\$129.63 \$149.63 All fees subject to \$120.00 labour fee for regular hours and \$170.00 after regular hours	N
Water Meter Leak Verification Inspection (customer request)	\$120.00 regular hours \$170.00 after regular hours	Y
Water Meter Accuracy Testing (to be refunded if the meter is testing outside the 3% tolerance as per By-Law No. 2015-97) (customer request)	Water meter replacement fee plus shipping costs and third party testing fees	Y
Disconnect/Reconnect Water Meter (customer request)	Water meter replacement fee plus labour and material	Y
Install additional water meter and meter interface unit (customer request)	Meter replacement fee plus MIU replacement fee	N
Fire Hydrant Connection Fee	3 " water meter monthly fixed fee x 2 for backflow plus consumption	Y
Illegal Fire Hydrant Connection Charge	Double the fire hydrant connection fee	Y
Tampering of Water Meter: <ul style="list-style-type: none"> Excluding Enforcement Costs Including Enforcement Costs 	\$146.00 \$240.00	Y Y
Finger Board (CNB Supply and Install)	\$170.00	Y
Private Approach Permit including inspection (for private/contractor installs plus Street Work Permit)	\$210.00	Y
Entrance Culvert Install (CNB supply and install)	Labour and materials	Y
Entrance Culvert Extension (CNB supply and install)	Labour and materials	Y
Oversized Loads Permit: <ul style="list-style-type: none"> Single Trip Permit Project Permit Annual Permit 	\$75 \$300 \$425	Y Y Y
Traffic Counts: <ul style="list-style-type: none"> 7 Day Midblock Volume/Speed Count 8 Hour Intersection Turning Movement Count 	\$375 \$700	Y Y

*The above noted fees exclude HST. If HST = Y, then HST is collected in addition to the fee.

The Corporation of the City of North Bay

By-Law No. 2017-85

**Being a By-law to Amend the City of North Bay On-Street Parking
By-law No. 2014-37.**

Whereas section 9 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under that Act or any other Act;

And whereas section 10(1) of the *Municipal Act, 2001* provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas section 10(2) of the *Municipal Act, 2001* provides that a single-tier municipality may pass by-laws respecting: in paragraph 5, social and environmental well-being of the municipality; in paragraph 6, health, safety and well-being of persons; in paragraph 7, services and things that the municipality is authorized to provide under section 10(1); in paragraph 8, protection of persons and property; and in paragraph 10, structures, including signs;

And whereas it is deemed expedient to regulate or prohibit certain parking on highways within the limits of the City of North Bay;

And whereas Resolution No. 2017-410 were passed by Council at its Regular Meeting held on Tuesday November 28th, 2017 to authorize amendments to the On-Street Parking By-law No. 2014-37;

Now therefore the Council of the Corporation of the City of North Bay hereby enacts as follows:

1. That Schedule 9 to the On-Street Parking By-law No. 2014-37 is hereby amended by deleting Schedule 9 in its entirety and replacing it with a new Schedule 9 as attached.
2. That this By-law comes into effect upon being passed.

Read a First Time in Open Council this 12th day of December, 2017.

Read a Second Time in Open Council this 12th day of December, 2017.

Read a Third Time in Open Council and Enacted and Passed this 12th day of December, 2017.

Mayor Allan McDonald

City Clerk Karen McIsaac

Schedule 9
to the Corporation of the City of North Bay By-law No. 2014-37.
On-Street Parking Permit Rates – Section 3.15

On Street Rental Rates Per Quarter (HST Not Included)

Street	Block	2017	2018
Ferguson Street	500	\$229.47	\$236.35
First Avenue	100W	\$229.47	\$236.35
First Avenue	300W	\$196.69	\$202.59
Fraser Street	600	\$229.47	\$236.35
Main Street	300E	\$196.69	\$202.59
Main Street	400E	\$196.69	\$202.59
Main Street	500E	\$196.69	\$202.59
Main Street	300W	\$229.47	\$236.35
McIntyre Street	400W	\$196.69	\$202.59
Oak Street	200W	\$229.47	\$236.35
Oak Street	300W	\$229.47	\$236.35
Regina Street	200	\$196.69	\$202.59
Second Avenue	200W	\$196.69	\$202.59
Sherbrooke Street	500	\$196.69	\$202.59
Worthington Street	100E	\$229.47	\$236.35
Worthington Street	300E	\$196.69	\$202.59
Worthington Street	100W	\$229.47	\$236.35
Worthington Street	300W	\$196.69	\$202.59
Third Avenue	200W	\$67.53	\$69.56

The Corporation of the City of North Bay

By-Law No. 2017-86

Being a By-Law to Authorize the Execution of an Agreement with The Toronto-Dominion Bank Relating to a Long-Term Loan

Whereas the entering into an Agreement with The Toronto-Dominion Bank was approved by Resolution No. 2017-_____ passed by Council on the 12th day of December 2017;

Now, Therefore, the Council of The Corporation of the City of North Bay Enacts as Follows:

1. The Corporation of the City of North Bay enter into an Agreement with The Toronto-Dominion Bank in the principal amount of \$4,500,000 at a fixed rate of interest amortized over a ten year term to finance various capital projects (the “Loan Agreement”).
2. That the Mayor and the City Treasurer of The Corporation of the City of North Bay are hereby authorized to execute the Loan Agreement and to affix thereto the corporate seal.

Read a First Time in Open Council this 12th day of December, 2017.

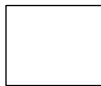
Read a Second Time in Open Council this 12th day of December, 2017.

Read a Third Time in Open Council and Enacted and Passed this 12th day of December, 2017.

Mayor Allan McDonald

City Clerk Karen McIsaac

MOTION



North Bay, ON December 12, 2017

Subject: *Fairness in Petroleum Products Pricing Act, 2017*

File No.

Res. 2017 -

Moved by Councillor: Anthony

Seconded by Councillor: Serran

Whereas the Council of the City North Bay has repeatedly called for relief from seemingly uneven gasoline prices from region to region;

And Whereas in the past the Council has endorsed exploring regulated Gasoline pricing;

And Whereas the Honourable Gilles Bisson has announced putting forward a Bill to regulate gasoline prices, specifically the "*Fairness in Petroleum Products Pricing Act 2017*";

And Whereas Prince Edward Island, Nova Scotia, New Brunswick, Newfoundland and Labrador, and Quebec already have some form of regulation in place;

Therefore Be It Resolved that the Council of the City of North Bay urge the Province to consider the Bill and explore its merits.

And Further that a copy of this motion be forwarded to the Honourable Premier Kathleen Wynne, the Honourable Glenn Thibeault, Minister of Energy, Leaders of the Opposition, MP Anthony Rota, MPP Victor Fedeli, Association of Municipalities of Ontario, Federation of Northern Ontario Municipalities, and surrounding municipalities for support.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict_____

Endorsement of Chair_____

Yeas _____

Nays _____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk_____

MOTION



North Bay, ON December 12, 2017

Subject: Passenger Rail – Northern Ontario

File No.

Res. 2017 - _____

Moved by Councillor: Bain

Seconded by Councillor: Shogren

WHEREAS passenger rail in Northern Ontario is an essential infrastructure for economic development of our resource-based industries, tourism, and access to health care;

AND WHEREAS the Northern and Eastern Ontario Rail Network (NEORN) is working to bring the issue of rail passenger service for our area and other areas to the attention of Queen's Park and Parliament Hill so as to have it restored;

THEREFORE BE IT RESOLVED that The Corporation of the City of North Bay supports the efforts of Northern and Eastern Ontario Rail Network (NEORN) in their endeavours to restore reliable and affordable passenger rail transportation in our area and other areas of the north.

AND FURTHER that a copy of this resolution be forwarded to the Federation of Northern Ontario Municipalities, MP Anthony Rota and MPP Victor Fedeli for their endorsement and support.

Carried ☐ Carried as amended ☐ Lost ☐

Conflict _____

Endorsement of Chair _____

Yeas _____

Nays _____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk _____

MOTION



North Bay, ON December 12, 2017

Subject: Arena Committee

File No. SIRE/R05/2017/ARENA/WESTFERRIS

Res. 2017 - _____

Moved by Councillor: King

Seconded by Councillor: Shogren

Whereas Council passed Resolution No. 2017-312 on Tuesday, September 5th, 2017 to establish an Arena Committee ("the Committee");

And Whereas the Committee was to provide recommendations to Council on or before Tuesday, October 31st, 2017;

And Whereas by way of Resolution No. 2017-353 passed on Tuesday, October 17, 2017, Council granted the Committee an extension to December 31st, 2017 to provide recommendations to Council;

And Whereas the Committee has not yet completed the review as set out in Resolution No. 2017-312;

And Whereas the Committee is seeking Council's approval for an extension to the time period to March 31, 2018;

Therefore be it Resolved that the Committee will provide recommendations to Council on or before March 31, 2018.

Carried ☐

Carried as amended ☐

Lost ☐

Conflict _____

Endorsement of Chair _____

Yeas _____

Nays _____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk _____

The Corporation of The City of North Bay

By-Law No. 2017-83

**Being a By-Law to Confirm Proceedings
of the Meeting of Council Held on
December 12, 2017**

Whereas the *Municipal Act, R.S.O. 2001*, Chapter 25, (the “Act”) Section 5(1), provides that the powers of a municipal corporation shall be exercised by Council;

And Whereas Section 5 (3) of the Act provides a municipal power, including a municipality’s capacity, rights, powers and privileges under section 9 of the Act, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise and any of the matters shall be implemented by the exercise of the natural person powers;

And Whereas in many cases action which is taken or authorized to be taken by Council does not lend itself to the passage of an individual by-law;

Now Therefore, The Council of The Corporation of The City of North Bay Hereby Enacts As Follows:

1. That the actions of the Council of The Corporation of the City of North Bay at its meeting held on December 12, 2017 in respect of each motion, resolution and other action passed and taken by the Council at is said Meeting is, except where the prior approval of the Ontario Municipal Board or other authority is by law required, hereby adopted, ratified and confirmed.
2. That where no individual by-law has been passed with respect to the taking of any action authorized in or by the Council mentioned in Section 1 hereof or with respect to the exercise of any powers of the Council, then this by-law shall be deemed for all purposes to the by-law required for approving and authorizing the taking of any action authorized therein or thereby required for the exercise of any powers therein by Council.
3. That the Mayor and the proper officers of The Corporation of the City of North Bay are hereby authorized and directed to do all things necessary to give effect to the said actions or to obtain approvals where required, and to execute all documents as may be necessary and directed to affix the corporate seal to all such documents as required.

Read a First Time in Open Council this 12th day of December, 2017.

Read a Second Time in Open Council this 12th day of December, 2017.

Read a Third Time in Open Council and Passed this 12th day of December, 2017.

Mayor Allan McDonald

City Clerk Karen McIsaac